



# CITY OF West Linn

## PLANNING COMMISSION

Meeting Notes of December 5, 2018

Members present: Jim Farrell, Lamont King, Charles Mathews, Carrie Pellett, Bill Relyea and Gary Walvatne.

Members absent: Joel Metlen

Staff present: John Boyd, Planning Manager and Lance Calvert, Public Works Director

Guests: Transportation Advisory Board Members: Andrew Mallory, Rich Faith and Mark Adams; Susan Wright, Kittelson and Associates; Councilor Bob Martin

(00:06:02) Call to order; (00:32:24) Introductions

### **WORK SESSION - CALL TO ORDER AND INTRODUCTIONS**

Chair Walvatne called the meeting to order in the Council Chambers at City Hall.

(00:06:29)

### **PUBLIC COMMENT RELATED TO LAND USE ITEMS NOT ON THE AGENDA**

**Ed Schwarz**, President of the Savanna Oaks NA shared concerns of neighbors regarding street widths especially on Satter Street. Mr. Schwarz believes the code needs to be looked at for future development. He noted the Transportation System Plan has 24 foot street widths, but suggested that be eliminated and the minimum should be 28 feet.

**Roberta Schwarz** explained the new residents on Satter Street came to her and Ed with concerns about the street width. She claims there were photographs of the street with red curbs and "No Parking" signs but the markings and signs weren't there when people moved in. Ms. Schwarz asked what those residents should do. Any new development should be at least 28 feet wide.

**Steve Kelly** expressed similar concerns. He noted the neighbors have talked and they would like the street to be 32 feet wide (by removing the 4 foot grass strip next to the sidewalk on each side of the street).

**Margot Kelly** believes the developer should be responsible for notifying buyers of things like no on-street parking. She explained she would not have bought her house if she had known on-street parking wasn't allowed. Ms. Kelly's hope is that these issues are considered with future developments.

**Vice Chair Mathews** asked staff how the neighbors should proceed. Mr. Calvert noted there are several ways to start the process that will be discussed later.

**Commissioner Farrell** explained street widths have been an issue for some time. There has been considerable frustration getting answers.

**Commissioner Relyea** questioned who makes the street width decision for new developments. Mr. Calvert explained there are standard protocols when it comes to which street width goes where.

(00:30:32)

### **JOINT WORK SESSION WITH TRANSPORTATION ADVISORY BOARD**

The role of City Council, Planning Commission, Transportation Advisory Board and Traffic Safety Committee was explained, as well as the role of city staff and other agencies that are involved in city transportation.

**Susan Wright** of Kittelson and Associates provided general information about the Transportation System Plan, how it relates to the Comprehensive Plan and how it looks at everything from visioning to how to fund needed projects. She then explained the process for West Linn's 2016 Transportation System Plan.

**Mr. Calvert** discussed street designations and shared some of the street design updates to the 2016 plan (see attached PowerPoint Presentation slides 25-27). He stated that on-street parking and signage is regulated by the Municipal Code, and that off-street parking is regulated by the Community Development Code. Mr. Calvert explained that generally 24 foot wide streets are only used for steep streets. ODOT has the authority over speed limits.

**Rich Faith** clarified with Mr. Calvert that with regards to Satter Street there is no parking restriction other than parking in front of a fire hydrant or driveway.

**Jason Arn and Kate Storm** of TVF&R were introduced. Chair Walvatne explained there has been some confusion related to the letter provided by TVF&R for land use projects. Ms. Storm outlined that the letter is a form letter used for all jurisdictions they serve. The street width and on-street parking applies only to private roads and properties. For municipal roads and property TVF&R must defer to the municipality. Mr. Arn stated TVF&R is involved with TSP updates.

**Vice Chair Mathews** noted that two recent land use applications had a condition of approval imposed requiring No Parking signs be placed on one side of the road in the development. He requested clarification from Mr. Calvert that the signs would be installed. Mr. Calvert noted that the conditions of approval also "must meet code requirements and city standards for construction". If there is a conflict, the City Attorney would provide guidance.

**Andrew Mallory** believes the TSP needs to be updated to reflect current needs of the city. He also expressed concern about the parking issues. He suggested limiting options to help streamline processes. Mr. Mallory noted our topography hinders walking and cycling.

**Commissioner Relyea** question why the county made the decision to not make the pathway along Rosemont Road open to bikes, while the area within the city along Rosemont Road is. He would like to see better collaboration. He reminded the Commissioners of their discussion to reopen the TSP to address parking needs, multi-mode transportation facilities, and street widths within the city. He believes the commission needs to make that recommendation to Council now.

**Commissioner Farrell** inquired if a barrier is going to be placed along the cycle track on Rosemont Road due to the drop-off to the road. Mr. Calvert noted landscaping will be used in the area as a barrier. Commissioner Farrell asked if there is a mechanism to ensure issues like these are resolved. Mr. Calvert stated for a project that is already complete, it would need to come from City Council. If issues are observed, they should be shared so that future projects may benefit. Mr. Calvert explained that the cycle track on Rosemont Road turned into a partnership between the city and the developer after the development was approved. Commissioner Farrell believes ODOT, the city, the TAB and PC should meet before Highway 43 work begins. Mr. Calvert shared ODOT has their own process and outreach.

**Commissioner Pellett** asked about garage codes; specifically is there anything that prevents a 4,000 sq. ft. house from having a small two-car garage. Only one space is required for attached garages, but the maximum for detached garages is 1,500 sq. ft.

**Mr. Calvert** related that City Council receives advice from staff, the public and the citizen advisory groups, making it difficult for Council to give staff clear and objective direction. Mr. Mallory suggested forming a group with one representative from each advisory group to better streamline the information rather than everyone working independently.

**Rich Faith** noted there has been much discussion about the CDC and questioned who is authorized to initiate amendments to the CDC. Mr. Boyd explained it starts with a discussion like

what is now happening. Then it can be a transmittal letter to Council or it could go back to an advisory group for a recommendation to Council. At that time Council decides if it should go on the planning docket, if they should create a formal work group, or send it to the Planning Commission for their recommendation for adoption. Chair Walvatne also shared the process of working through the Committee for Citizen Involvement.

**Andrew Mallory** asked about a timeline for recommendations and decisions. Mr. Calvert explained City Council are the drivers of the decision making process.

**Commissioner Relyea** noted this is a timely discussion because annual reports from all the groups are due to City Council.

(03:11:17)

#### **ADJOURN FROM JOINT WORK SESSION**

(03:15:56)

#### **REVIEW PC ANNUAL REPORT TO COUNCIL**

Chair Walvatne verified the commissioners had the necessary materials to review prior to the next meeting on December 12, 2018. The final report will be compiled at that time.

Vice Chair Mathews inquired about the hearing coming up next week. Mr. Boyd clarified it is a legislative hearing process to review a request for an interpretation on certain items. The Planning Commission's interpretation will be the final interpretation unless it is appealed.

Vice Chair Mathews wondered then if there was a project that came up from that interpretation, could the PC change their decision. His concern is that they are not seeing the whole proposal. Mr. Boyd explained that they are not considering a proposal. They are only being asked to consider the two questions. Looking beyond the interpretation, Vice Chair Mathews believed there could later be a proposal based on the PC decision and wondered if it could be changed, or if the interpretation binds future Planning Commissions. Mr. Boyd advised that question should be asked of the city attorney in the pre-meeting. Chair Walvatne asked who tracks the interpretation. Mr. Boyd noted it should be included in the next round of code amendments.

Councilor Martin suggested that if the commission made the interpretation and then a proposal came forward, that it could be construed as bias on the PC's part. He was concerned that this process was run by the city attorney. Mr. Boyd assured the commissioners that the process was coordinated through the city attorney.

(03:23:12)

#### **ITEMS OF INTEREST FROM THE PLANNING COMMISSION**

Commissioner Farrell shared the West Linn Community Choir will be performing their winter concert "A Time for Peace" on Friday, December 7, at 7:30 pm and Saturday, December 8, at 3:00 pm at Christ Church in Lake Oswego, 1060 Chandler Road. Tickets are available online or at the door.

(03:24:33)

#### **ADJOURNMENT**

There being no further business, Chair Walvatne adjourned the meeting.

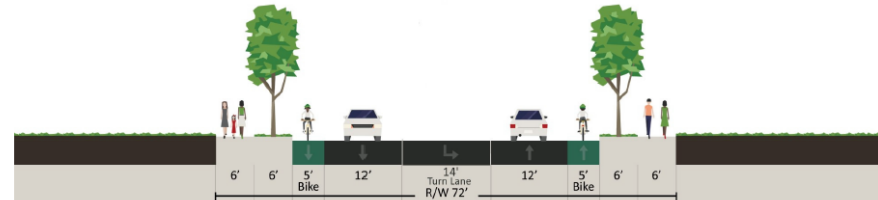


# Transportation Items of Interest – Road Sections

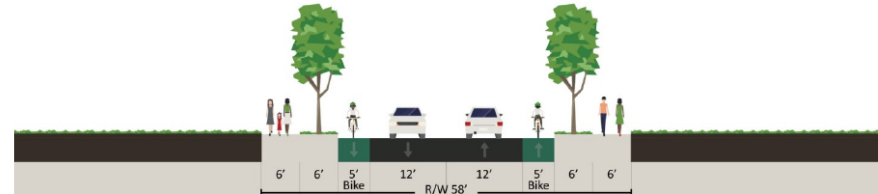
## Arterial/Collector Street Cross Sections updates from 2008 TSP.

- Major shift in design with elimination of wide medians and focus on separated bike lanes for higher volume/higher speed street sections.
- Focus on bike/pedestrian safety.
- On-street parking largely removed/limited to specially designated areas.

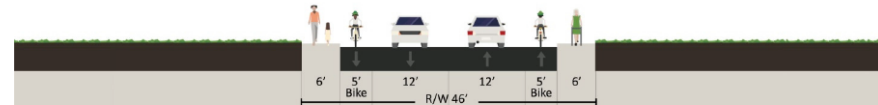
Exhibit 7: Collector Cross Sections



Collector with Median/Center Lane



Collector without Median/Center Lane



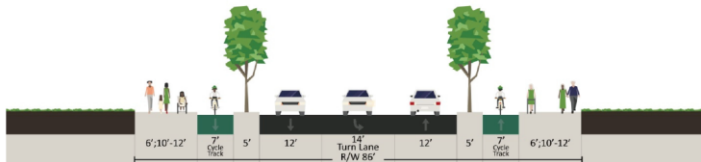
Collector Constrained

Table 28: Collector Cross Section Standards

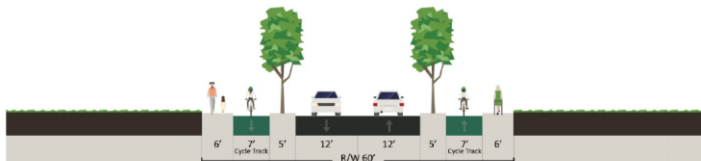
Standards <sup>5</sup>	Collector
Vehicle Lane Widths	10-12 feet
On-Street Parking	Optional (7-8 feet) <sup>1</sup>
Bike Lanes	5-6 feet <sup>2,3</sup>
Sidewalks	6 feet, 8 feet in commercial zones
Landscape Strips	5-6 feet <sup>3</sup>
Median/Turn Lane Widths	10-14 feet <sup>4</sup>
Neighborhood Traffic Management	Not Appropriate

1. Allowance of on-street parking shall be based upon the nature and intensity of adjacent development and physical constraints.
2. Bike lanes required where future traffic volumes > 3,000 ADT. When < 3,000 ADT, 14-foot wide travel lanes will be provided.
3. Cycle tracks may be required where speeds are > 30 mph in lieu of bike lanes at the discretion of the City Engineer. Landscape strips may be removed due to constraints at the discretion of the City Engineer.
4. Center turn lane may be omitted where future traffic volumes < 5,000 ADT as determined by the City Engineer.
5. The City Engineer or Planning Director may recommend green street variations of each cross section. These variations may include replacing the standard landscape strip with a rain garden or swale, using pervious material for the sidewalk/cycle track/bike lane, and in some cases providing a sidewalk on only one side of the street.

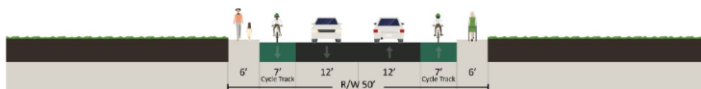
Exhibit 6: Minor Arterial Cross Sections



Minor Arterial with Median/Center Lane



Minor Arterial without Median/Center Lane



Minor Arterial Constrained



# Rosement Road – Cycle Track / Separated Bike Lane





# Transportation Items of Interest – Road Sections

## Local Street Cross Sections updates from 2008 TSP.

- 24' & 28' sections same.
- 34' section widened from 32'.
- Alley widened/ revised to 20' hard surface standard width.
- Constrained section created for
- Parking identified in TSP for credit relative to CDC Section 46 "Off-street" parking requirements and as general notation.

Table 30: Local Street Cross Section Standards

Standards <sup>3</sup>	Local Streets
Vehicle Lane Widths	10-12 feet
On-Street Parking	7-8 feet <sup>1</sup>
Sidewalks	6 feet (4-5 feet in Willamette Historical District)
Landscape Strips	6 feet <sup>2</sup>
Median/Turn Lane Widths	None
Neighborhood Traffic Management	At the discretion of the City Engineer

1. Allowance of on-street parking shall be based upon the nature and intensity of adjacent development and physical constraints.

2. Landscape strips may be reduced and/or removed at the discretion of the City Engineer.

3. The City Engineer or Planning Director may recommend green street variations of each cross section. These variations may include replacing the standard landscape strip with a rain garden or swale, using pervious material for the sidewalk, and in some cases providing a sidewalk on only one side of the street.

Exhibit 9: Local Street Cross Sections

