



CITY OF West Linn

PLANNING COMMISSION

WORK SESSION

Minutes of January 2, 2013

Members present: Chair Michael Babbitt , Vice Chair Gail Holmes, Russell Axelrod, Holly Miller and Christine Steel

Members absent: Robert Martin

Council Liaison:

Staff present: John Sonnen, Planning Director; and Shane Boyle, Information Services Department Director

CALL TO ORDER

Chair Babbitt called the meeting to order in the Council Chambers of City Hall at 6:30 p.m.

PUBLIC COMMENT

None.

ELECTION OF OFFICERS

Commissioner Miller **nominated** Michael Babbitt to serve another term as chair. Commissioner Steel **seconded** the nomination and **Chair Babbitt was re-elected** 5:0.

Commissioner Axelrod **nominated** Gail Holmes to serve as vice chair. Commissioner Miller **seconded** the nomination and **Vice Chair Holmes was re-elected** 5:0.

DISCUSSION REGARDING USE OF ELECTRONIC TABLETS AT PLANNING COMMISSION MEETINGS

The Commissioners offered the IT Director feedback on the electronic tablet Chair Babbitt had tested and discussed what they wanted a tablet to do. He planned to return the tablets he had purchased for them and look for tablets that better met their requirements and fit the budget.

DISCUSSION REGARDING PUBLIC OUTREACH FOR UPCOMING PROJECTS

Planning Commission letter to City Council regarding public outreach

Mr. Sonnen asked the Commissioners to discuss public outreach for the code amendments they were going to hear in the light of the outreach recommendations the Commission had sent the Council in the past. He described the stakeholders staff had identified and a range of things staff planned to do to solicit public comments. The Commissioners indicated they wanted to see the broad notice so no interested person or business in the community was missed. Mr. Sonnen advised that could be done via a newspaper article or information in utility billings, but a direct mailing to everyone in the city would be very costly. The Commissioners suggested using the Economic Development Department's email roster and the Chamber's distribution list. Mr. Sonnen confirmed that staff would present the feedback they had received at a work session prior to the hearing regarding the proposed code amendments. Mr. Sonnen and the Commissioners discussed the process for channeling and summarizing direct-response emails.

ITEMS OF INTEREST FROM THE PLANNING COMMISSION

Vice Chair Holmes inquired about the status of an overlay district for Robinwood. Mr. Sonnen reported the Council had not yet set goals. He understood that the budget situation was a

factor and that the Economic Development Director was looking for a Metro grant to pay for Highway 43 Vision-related work. Arch Bridge center planning most closely met the grant criteria. Vice Chair Holmes indicated she did not want the city to lose sight of Robinwood's needs.

Commissioner Miller related she favored the Commission working on sport court-related CDC amendments even if it did not have the benefit of staff support. The other Commissioners supported doing that. Chair Babbitt asked Mr. Sonnen to put it on a January meeting agenda.

Commissioner Steel asked for the status of implementation of the PUD changes. Mr. Sonnen advised that work would resume this winter.

ITEMS OF INTEREST PERTAINING TO THE COMMISSION FOR CITIZEN INVOLVEMENT

None.

ITEMS OF INTEREST FROM STAFF

Mr. Sonnen related that Council would hear the Lake Oswego-Tigard Water treatment plant appeal on January 14. He clarified that the Bland Pump Station decision had not been appealed to LUBA.

ADJOURNMENT

There being no other business, Chair Babbitt adjourned the meeting at approximately 7:30 p.m.

APPROVED:



Michael Babbitt, Chair

2-6-13

Date