



CITY OF West Linn

PLANNING COMMISSION

Draft Meeting Notes of April 15, 2020 Work Session

Members present: Gary Walvatne, Charles Mathews, Joel Metlen, Carrie Pellett, Jim Farrell, Lamont King, and Margot Kelly

Staff present: Darren Wyss, Planner; Amy Pepper Senior Project Engineer, Shane Boyle IT Director, Lynn Schroder, Administrative Assistant

The [meeting video](#) is available on the City's website. The meeting notes have a video time index. Each time index is provided in red text above the upcoming agenda item (i.e. (00:00:00)).

(00:00:09)

1. WORK SESSION - CALL TO ORDER

Chair Walvatne called the work session to order at 5:50pm via Webex video conferencing.

(00:00:45)

2. PUBLIC COMMENT RELATED TO LAND USE ITEMS NOT ON THE AGENDA

None.

(00:01:03)

3. PROPOSED COMMUNITY DEVELOPMENT CODE (CDC) AND TRANSPORTATION SYSTEM PLAN (TSP) AMENDMENTS: 28-FOOT LOCAL STREET CROSS-SECTION

Associate Planner Wyss presented proposed CDC and TSP amendment concepts for implementing a 28-foot local street cross-section standard and stated this was a follow-up work session from the February 19 PC Meeting where staff was asked to include four additional items in the proposal:

1. Clarify the 34-Foot Local cross-section can still be utilized in new subdivisions.
2. Both internal streets and streets adjacent to the new subdivision should be subject to the minimum width standard.
3. Create clear and objective standards the PC can utilize to review and make findings against in order to approve a new subdivision proposal with street pavement width less than 28-feet. For example, standards to protect natural resources or steep slopes.
4. Private streets in a new subdivision should also be subject to the minimum 28-foot width standard.

Commissioners agreed the updated proposal adequately addressed three of the items and recommended to move the proposed CDC and TSP amendments into the legislative process.

The PC discussed the fourth item of applying the minimum 28-foot pavement standard to "private streets." Commissioners recommended a CDC change to require a public street for access to four or more homes. Currently, the CDC requires a public street for access to five or more homes. Reducing the number of homes accessed by private streets has some policy/budget implication, including increased maintenance costs to the City, impacts to stormwater, and potentially natural resources, including significant trees. The PC recommended the private street amendment as a separate, companion proposal to the City Council.

(01:45:14)

4. ITEMS OF INTEREST FROM THE PLANNING COMMISSION

Vice-Chair Mathews did not think a video conference meeting would work efficiently for a public hearing on a land use application. He suggested that any upcoming land use hearings be postponed until City Hall has reopened to the public. Chair Walvatne agreed that the video conference meeting for a quasi-judicial decision would be a challenge. Commission Pellett noted that the City Council is holding public meetings via video conferencing. Commissioner Farrell favored video conferencing to protect people from coronavirus exposure. Commissioner Kelly supported video conferencing.

Commissioners discussed the Savanna Heights Development that is under construction at the corner of Tannler Drive and Bland Circle. When the development was in the application process, the PC placed a condition of approval that required the driveway for Lot 6 to access Tannler Drive directly, and the remaining four homes would access Bland Circle from a private, shared driveway. When the development went into the construction phase, the developer asked for a modification to Lot 6 access. As it is being constructed, the house on Lot 6 is configured to access the private, shared driveway with four other homes, not to Tannler Drive. In an email to a citizen about this issue, Interim City Manager/Community Director Williams noted that the City made an error in allowing Lot 6 to access via the private driveway. Commissioner King stated that he did not think the mistake was intentional, but the issue needs to be addressed. Commissioner Mathews wanted a public hearing to review the matter and ensure Conditions of Approval are fulfilled. Farrell wanted a process in place to review all development projects to ensure they complied with the original CoAs. Walvatne recommended no further construction on the home until the issue is resolved. Planner Wyss will communicate the PC concerns to Williams for follow-up.

(01:59:15)

5. ITEMS OF INTEREST FROM STAFF

Planner Wyss provided an update on HB 2001- Middle Housing and HB 2003 - Housing Needs Analysis. The City will need to update the CDC to comply with the state requirements to provide middle housing by June 30, 2022. Wyss is currently preparing grant applications for the Housing Needs Analysis and Middle Housing code update.

Senior Project Engineer Amy Pepper stated that the 10th street project was funded by the GO bond. ODOT funds were not used.

The Willamette Falls Street Improvement project is within budget. In response to Commissioners' concerns about the lack of review of the Willamette Falls street improvement project by the PC, Pepper explained that there was not a process in the CDC for the PC to discuss the street project. She noted that the PC reviewed and approved the TSP that included the project. Walvatne expressed frustration that the PC did not review the Willamette Falls Drive public improvement project before construction began. Walvatne stressed that the PC should have received the same courtesy update as the provided to the HRB and Main Street group. Farrell wanted a work session on the transportation priorities in the City.

(02:11:30)

6. ADJOURNMENT

Chair Walvatne adjourned the meeting at approximately 7:58 pm.