



**PLANNING COMMISSION
Meeting Notes of October 6, 2021**

<u>Commissioners present:</u>	Gary Walvatne, Charles Mathews, Lamont King, Joel Metlen, Carrie Pellett, Scott Erwin, and John Carr
<u>Council Liaison present:</u>	William Relyea
<u>Applicant Team Present:</u>	Terri Waldroff, Owner, Rose Linn Care Center, Brady Waldroff Executive Director, Robin Scholetzky, Urban Lens Planning, and Mark Miller, Ankrom Moison Architects
<u>Public Present:</u>	Tristan Rolland and Karie Oakes
<u>Staff present:</u>	Darren Wyss, Planning Manager, Chris Myers, Associate Planner, Matthew Kahl, City Attorney, and Lynn Schroder, Administrative Assistant

The meeting [video](#) is available on the meeting page.

1. Call To Order and Roll Call

Chair Walvatne called the virtual meeting to order at 6:35 pm.

2. Public Comment Related To Land Use Items Not On The Agenda

Tristan Rolland commented on the poor state of the roads in West Linn. He requested that more funding be provided for road maintenance.

Karie Oakes commented on her email to the Planning Commission about the timeliness of meeting notes approval and the methods to contact the Planning Commission.

3. Approval of Meeting Notes: 07/07/21, 08/04/21, and 08/18/21

Chair Walvatne stated that he did not receive a complete copy of the meeting notes. Vice Chair Mathews moved to table approval of the meeting notes for 07/07/21, 08/04/21, and 08/18/21 until the next meeting. Commissioner King seconded. **Ayes: King, Mathews, Pellett, Erwin, Carr, Metlen, and Walvatne. Nays: None. Abstentions: None. The motion passed 7-0-0.**

4. Public Hearing: [CUP-21-01/DR-21-01, a proposed Alteration of a Conditional Use and Class 1 Design Review of Addition to Rose Linn Skilled Nursing Facility located at 2330 Debok Road.](#)

Chair Walvatne introduced the proposed project and explained the hearing procedures provided in CDC Chapter 99.170. He opened the public hearing to consider the Rose Linn Care Facility's request for an addition/remodel of approximately 2,756 square feet.

City Attorney Kahl addressed legal standards and appeal rights. The substantive criteria that apply to the proposal are Community Development Code (CDC) Chapters 14, 44, 46, 55, 60, 75, 92, and 99.

City Attorney Kahl addressed Planning Commission conflicts of interest, ex parte contacts, and challenges. No Commissioner declared a conflict of interest, bias, or ex parte contact. Commissioner King declared a site visit and noted that the Facility Director gave him a tour of the facility, showing

him where the additions would be located and the parking and storage issues. Commissioner King stated that he did not learn anything that wasn't already in the record.

City Attorney Kahl asked if there were any challenges to the Planning Commission's jurisdiction or impartiality to hear the matter. No member of the public challenged or objected to the Commissioners' jurisdiction or impartiality on the application.

Associate Planner Chris Myers presented the staff report. The applicant proposes a 2756 square foot addition to the skilled nursing facility. The applicant seeks to modify an existing Conditional Use Permit and a Class I Design Review.

The site is approximately 2.33 acres and is zoned Single-Family Residential Attached and Detached/Duplex R-4.5. The facility is currently 35,532 square feet and has 115 beds and 58 parking stalls.

The addition would not increase the number of beds. Rather it would allow the care facility to spread patients out by converting three-bed units into single and double-bed units. The total bed count would remain the same. The proposal did not call for any exterior improvements beyond the addition, and all operations would remain as-is. The applicant did not propose any changes to staffing or programming.

Teri Waldrof, owner of the Rose Linn Care Facility, comment on the need for the additional square footage at the facility. Mark Miller, Architect, presented design details of the addition. He stated that the proposal was a single-story addition with a compatible roofline to the existing building. The proposed materials reflected the current neutral palette while adding increased energy efficiency and longevity. Additional storage at the north preserved site aesthetics.

No written or in-person public comments were submitted for the proposal.

There were no requests for continuances.

Chair Walvatne closed the public hearing and open deliberations.

The Commission discussed details of the application, including the facility's design, the need for the expansion/remodel, and the benefit to the residents.

Commissioner King moved to approve the application as presented with four staff-recommended conditions of approval. Commissioner Pellett seconded. **Ayes: King, Pellett, Metlen, Erwin, Mathews, Carr, and Walvatne. Nays: None. Abstentions: None. The motion passed 7-0-0.**

5. Items Of Interest From The Planning Commission

Commissioner Pellett asked for clarification on how members of the public can contact the Planning Commission.

Chair Walvatne requested that the PDF version of the zoning map be updated as well as the hard copy in the Council Chambers and any other copies.

Chair Walvatne asked for clarification on West Linn Post Office approval process. Planning Manager Wyss stated that the federal statute exempts federal projects from local approval requirements.

Chair Walvatne commented on the tree removal proposed for the I205/Abernathy Bridge reconstruction.

6. Items Of Interest From Staff

Wyss reiterated that the Planning Commission packets with links meeting notes, staff reports, and project pages are emailed to Commissioners before meetings. Commissioners can view all packet materials electronically.

Planning Manager Wyss discussed the upcoming Planning Commission schedule and numerous legislative development code initiatives.

Planning Manager Wyss provided a status update on the development review projects approved by the Planning Commission in the last few years. Vice Chair Mathews requested a written report on the status of conditions of approval prior to recording the plat.

Commissioner King stated that some members of the Commission are not comfortable accessing the Planning Commission materials electronically. He stated that paper versions of the materials should be mailed to Planning Commissioners.

Councilor Relyea asked for code clarification about de nova review of appeals.

7. Adjourn

Chair Walvatne adjourned the meeting at approximately 8:16 pm.