



## Memorandum

Date: November 10, 2022

To: West Linn Planning Commission

From: Darren Wyss, Planning Manager

Subject: November 16, 2022 Meeting

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At the November 16<sup>th</sup> meeting, the Planning Commission (PC) will have the first work session on the Accessory Dwelling Unit Code Amendments Project. A separate memo is provided that outlines the project goal and process, the policy questions to discuss, and the expected outcome of the meeting. If you have questions, please send in advance of the meeting to the project team of Chris Myers, [cmyers@westlinnoregon.gov](mailto:cmyers@westlinnoregon.gov) or 503-742-6062, and Ben Gardner, [bgardner@westlinnoregon.gov](mailto:bgardner@westlinnoregon.gov) or 503-742-6057.

The PC will also hold its first discussion on its Annual Report to City Council. The 2021 report is attached, as well as a draft of the 2022 report. Please arrive at the meeting ready to discuss the 2022 challenges, 2023 Council goalsetting, and any additional feedback for Council. Staff has provided some draft ideas, but will be looking for the PC to finalize the lists. Based on PC feedback, staff will return with a second draft on December 7<sup>th</sup> for final input.

If you have questions about the meeting or materials, please feel free to email or call me at [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov) or 503-742-6064. As always, please submit questions before the meeting to increase the efficiency and effectiveness of the discussion as it allows staff to prepare materials and distribute them for your consideration. Thanks, and hope to see everyone at the meeting.



## 2022 Advisory Group & Neighborhood Association Annual Report

Advisory Group/Neighborhood Association  
Planning Commission

### Group Leadership

Gary Walvatne – Chair

Charlie Mathews – Vice-Chair

### Meeting Times, Dates & Location –

*First and Third Wednesdays of the month. Work sessions begin at 6:00pm and public hearings begin at 6:30pm. Meetings were held in hybrid meeting format. The Planning Commission met 19 times and once in joint work session with City Council.*

### 2021 Accomplishments

- *Planning Docket Discussions (Feb. 2, April 4, July 20, Aug. 3, Aug. 17, Sept. 21, )*
- *HB2001 Briefing/Work Session (Feb. 2, April 4, May 4)*
- *HRB Code Amendment Work Sessions (Feb. 16)*
- *Chap. 96 Code Amendment Work Sessions (July 20, Aug. 3)*
- *Tax Increment Financing Work Sessions (Aug. 3, Oct. 5)*
- *Accessory Dwelling Unit Work Session (Oct. 19, Nov. 16)*
- *CFEC Work Session (Oct. 19)*
- *MISC-21-13 Public Hearing (Jan. 19) – Two-year extension for 5-unit housing project DR-18-03*
- *CDC-21-01 Public Hearing (Jan. 19) – CDC Chapter 27 Code Amendments (FEMA Floodplain Regulations)*
- *DR-21-11 Public Hearing (March 16) – Food Cart Pod Design Review/Non-Conforming Structure*
- *VAR-22-01 Public Hearing (April 6) – Class 2 Variance to exceed 15% driveway grade*
- *CDC-22-01 Public Hearing (April 20) – HRB Code Amendments*
- *CDC-22-02 Public Hearing (May 18) – HB2001 Code Amendment Package*
- *MISC-22-01 Public Hearing (July 6) – Modification to Conditions of Approval for Willow Ridge Subdivision SUB-20-01*
- *CDC-22-03 Public Hearing (Aug. 17) – CDC Chapter 96 Code Amendments*
- *MISC-22-10 Public Hearing (Nov. 2, Dec. 7) – Two-year extension for 12-lot subdivision SUB-18-04*
- *MISC-22-12 Public Hearing (Dec. 21) – Two-year extension for Upper Midhill subdivision SUB-15-03*
- *Annual Report Discussions (Nov. 16, Dec. 7)*

### 2022 Challenges

- *Public engagement in virtual meetings*
- *Making progress on Planning Docket priorities*

### 2023 Council Goalsetting

- *Adoption of the HB2003 Housing Capacity Analysis and associated zoning amendments/housing policies to comply with HB2003 requirements*
- *Commencement of Housing Production Strategy to identify City policy positions and programs that move towards meeting future housing needs in the community*

- *Successful adoption of Clear and Objective code amendments for housing to comply with State statutes*
- *Successful adoption of ADU code amendments and CFEC code amendments*
- *Commencement of Waterfront Planning and Hwy 43 Planning projects*
- *Continued progress on docket projects*
- *Improvements to the Community Development Code for ease of implementation*

*Any additional feedback to share with the City Council?*

- *Consider restoring Assistant City Attorney position to provide better access for staff and advisory groups*
- *Long-term solution to funding and completing public facility improvements as opposed to piecemeal improvements as part of private development projects as there is limited buildable land left in the community*

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## 2021 Advisory Group & Neighborhood Association Annual Report

Advisory Group/Neighborhood Association  
Planning Commission

### Group Leadership

Gary Walvatne – Chair

Charlie Mathews – Vice-Chair

### Meeting Times, Dates & Location –

*First and Third Wednesdays of the month. Work sessions begin at 6:00pm and public hearings begin at 6:30pm. Meetings were held virtually until October, when the hybrid meeting format began. The Planning Commission met 16 times and once in joint work session with City Council.*

### 2021 Accomplishments

- *Training Sessions (Jan. 20, Feb. 3, Mar. 3, Apr. 21)*
- *HB2001/2003 Briefings (Feb. 17, Mar. 3, May 19, Aug. 18, Oct. 20)*
- *Accessory Dwelling Unit Work Session (Mar. 3)*
- *CUP-20-01 Public Hearing (Mar. 17)*
- *PLN-21-01 Willamette Falls Drive Concept Plan Work Sessions (Apr. 21, May 5)*
- *PLN-21-01 Public Hearing (June 16) – Willamette Falls Drive Concept Plan*
- *VAR-21-04 Public Hearing (June 16) – Class 2 Variance to construct a swimming pool at 2182 Tannler Dr.*
- *MISC-21-06 Public Hearing (June 16) – Temporary Sales Office for West Linn Meadows Subdivision*
- *CUP-21-02 Public Hearing (July 7, Aug. 4, Aug. 18) – Conditional Use Permit for new middle school at 849/945 Dollar Street*
- *CUP-21-01 Public Hearing (Oct. 6) – Alteration of Conditional Use and Addition to Rose Linn Skilled Nursing Facility*
- *CDC-21-01 Work Sessions (Oct. 20, Nov. 3, Nov. 17) – CDC Chapter 27 Code Amendments (FEMA Floodplain Regulations)*
- *PC Membership on CDC Chapter 98 Working Group Discussions (Nov. 3, Nov. 17)*
- *Annual Report Discussions (Nov. 17, Dec. 15)*

### 2021 Challenges

- *Public engagement in virtual meetings*
- *Loss of City Attorney Tim Ramis*
- *Making progress on Planning Docket priorities*

### 2022 Council Goalsetting

- *How to move towards meeting future housing needs identified in the HB2003 Housing Capacity Analysis and making progress on identifying zoning amendments and housing policies to comply with HB2003 requirements.*
- *Adoption of HB2001 code amendments to meet state statute requirements.*
- *Successful adoption of Clear and Objective code amendments for housing to comply with State statutes.*

- *Continued progress on docket projects, including Council consideration of the CCI Land Use Process Report dated June 2018.*
- *Improvements to the Community Development Code for ease of implementation.*
- *Consider broader noticing requirements for development review applications involving public projects such as schools or athletic facilities.*

**Any additional feedback to share with the City Council?**

- *Planning Commission needs direct access to City Attorney's office.*
- *Consider restoring Assistant City Attorney position to provide better access for staff and advisory groups.*
- *Long-term solution to funding and completing public facility improvements as opposed to piecemeal improvements as part of private development projects as there is limited buildable land left in the community.*