



**PLANNING COMMISSION**  
**Meeting Notes of June 21, 2023**

**Commissioners present:** John Carr, Gary Walvatne, Charles Mathews, and Joel Metlen  
**Commissioners absent:** Bayley Boggess and Tom Watton.  
**Staff present:** Planning Manager Darren Wyss, City Attorney Ed Trompke, Associate Planner John Floyd, and Administrative Assistant Lynn Schroder  
**Consultant:** Kate Rogers and Catherine Corliss, MIG Consultants

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

**Pre-Meeting Work Session**

Planning Wyss noted that new meeting materials were sent to Commissioners late this afternoon. He also noted that two Commissioners were absent from tonight's Legislative hearing. The PC could opt to continue the hearing to a date certain.

**1. Call To Order and Roll Call**

Chair Carr called the meeting to order at 6:30 pm. Wyss took the roll.

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

None.

**3. Approval of Meeting Notes: 05.03.2023**

Walvatne moved to approve the meeting notes for 05.03.2023. Mathews seconded. **Ayes: Walvatne, Metlen, Mathews, and Carr. Nays: None. Abstentions: None. The motion passed 4-0-0.**

**4. Public Hearing (Legislative): [CDC-23-02, Proposed CDC Chapter 2, 8, 9, 10, 11, 12, 13, 14, 15, 16, 18, 19, 21, 22, 23, 24, 36, 38, 41, 43, 46, 48, 54, 55, 58, 59, 85, 91, 92, and 99 Amendments to Comply with State Statute Requiring the Provision of Clear and Objective Criteria and Standards for Residential Development](#)**

Chair Carr opened a legislative hearing for CDC-23-02, a proposal to amend the West Linn Community Development Code to comply with state statutes and administrative rules.

City Attorney Trompke addressed legal standards and appeal rights. He addressed Planning Commission conflicts of interest. No Planning Commissioner declared a conflict of interest. Trompke asked if any member of the audience wished to challenge the Planning Commission's impartiality of any member of the Planning Commission. There were none.

Associate Planner John Floyd presented the staff report. Upon the advice of the City Attorney, the West Linn City Council prioritized the Clear and Objective Standards Project and asked the Planning Commission to make policy-neutral recommendations on text amendments to bring the CDC into compliance with state statutes regarding residential development standards. By maintaining policy neutrality, the goal was to provide for a more predictable and timely residential permit review without changing stated community goals or desired outcomes that are the basis for the affected standards and procedures.

A CDC Working Group appointed by the City Council held three work sessions from August 2022 to September

2022 to review recommendations and draft amendments to comply with State requirements for residential development. The CDC Working Group's draft amendments were refined and presented to the Planning Commission throughout five work sessions held between January and April 2023. The Planning Commission reached a consensus on a proposed Code Amendment Package on April 19, 2023 and directed staff to bring it forward into the legislative adoption process.

The proposed code amendments seek to:

- Make terms, definitions, and measurements consistent;
- Eliminate reviewer discretion;
- Provide consistent application of standards;
- Create predictable outcomes within a wide variety of contexts and scenarios;
- Avoid overly restrictive standards that result in monotonous, undesirable, or overly expensive development; and
- Avoid regulations that they discourage needed housing through unreasonable cost or delay.

The City received six comment letters from DLCD and Metro for consideration during the legislative process. Floyd reviewed and responded to the comments. The revised language provided a discretionary path for cul-de-sacs to address steep slopes.

Commissioners asked clarifying questions and discussed the following:

- Transportation Impact Analysis date determination place holder language TBD by City Council;
- Updating the reference to most current volume of the ITE Trip Generation Manual;
- Redefinition of the term "family";
- Expanding the definition of "senior/handicapped housing";
- Replacing the word "couple" with "household" wherever standards for senior citizen/handicapped housing facilities are use;
- Overlap between a residential home or residential facility;
- Modifying language regarding "easy access" related to senior/handicapped housing; and
- Removing subjective language in the definition of Accessory Dwelling Units.

Chair Carr asked for public testimony. There was none.

Chair Carr closed the public hearing and opened deliberations.

Commissioner Metlen moved to recommend City Council approve CDC-22-01 by adopting Ordinance 1745, including recommended changes outlined in the June 21, 2023 Staff Memo and the change to the definition of family as discussed at the hearing. Commissioner Walvatne seconded. **Ayes: Mathews, Metlen, Walvatne, and Carr. Nays: None. Abstentions: None. The motion passed 4-0-0.**

## 5. Planning Commission Announcements

None.

## 6. Staff Announcements

Planning Manager Wyss reviewed the upcoming Planning Commission schedule.

## 7. Adjourn

Chair Carr adjourned the meeting at approximately 7:56pm.