

## Memorandum

Date: January 24, 2024

To: Committee for Community Involvement

From: Chris Myers, Associate Planner

Subject: Appointment of Working Group per CDC 98.035

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When considering legislative changes to the City's Comprehensive Plan and its implementing regulations, [Community Development Code \(CDC\) Chapter 98.035](#) requires the creation of a forum to discuss different points of view, otherwise known as working groups. The role of the CCI in the process is to recommend a purpose, goals, and a list of appointees to City Council for approval.

At this time, Planning Staff are requesting the CCI make a recommendation to Council regarding the formation of a VISION43 Working Group. Staff has drafted a goal and purpose statement as a starting point for the CCI discussion, which is attached for CCI review. Staff has also provided a list of individuals as a starting point for the CCI. Each of the individuals listed have expressed interest in being a member of the working group. Positions marked as TBD do not yet have appointees as Planning Staff are still confirming or reconfirming interest of specific individuals.

The CCI previously reviewed this structure of the working group at the November 2023 CCI meeting. At that meeting, the CCI recommended adjustments to the structure to add more at-large community members and fewer business/property owners. As a result of these changes, this list has expanded to 13 group members.

After the CCI makes its recommendation, the City Council is tentatively scheduled to formally appoint the working group at its February 12, 2024 meeting. The first meeting of the working group is anticipated to be held in late spring, once the engagement plan is finalized and the membership finalized so a date and time can be determined based on member availability.

Please see the attached document for Purpose and Goal language and list of potential members.



## VISION43 Working Group

The Highway 43 Land Use and Neighborhood Connectivity Plan will evaluate land uses adjacent to the corridor and recommend zoning changes, amended code language, and potentially design standards. The Plan will also include an evaluation of pedestrian and bicycle connections to safely access the corridor from surrounding neighborhoods and recommend prioritized improvements and financing options to adopt into the West Linn Transportation System Plan (TSP). The goal is to create and adopt a plan that provides the opportunity to re-energize the corridor with a mix of housing types, workplaces, shops, and parks for people of all ages, incomes, and abilities.

### **Working Group Purpose**

Provide input by reviewing, discussing, and revising the draft documents brought forward by staff and the consultant team and make a final recommendation to the Planning Commission.

### **Working Group Goals**

Evaluate and recommend a final plan that includes:

1. Proposed zoning changes to properties adjacent to the Hwy 43 Corridor
2. Proposed code amendments and design standards
3. Proposed pedestrian and bicycle connections
4. Proposed infrastructure improvements and financing options

### **Proposed Working Group Membership**

1	City Council	Councilor Bryck
2	Planning Commission	Commissioner Bonnington
3	Community Member (Robinwood Neighborhood)	Dawn Meaney
4	Community Member (Bolton Neighborhood)	Shatrine Krake
5	Community Member	Spencer Crandal
6	Community Member	Robert Henderson
7	Community Member	Danut Haj
8	Community Member	Mary Carlson

9	Community Member	TBD (Possible CCI Member)
10	Community Member/Adjacent Business Owner	Molly Macon (Westlake Properties)
11	Business Owner	Greg Close (Represents Private Business)
12	Community Member/Adjacent Business Owner	Steve Schwartz (Backyard Burger)
13	Community Member/Adjacent Business Owner	Taylor Whidden (Pawsitivity)

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## 98.035 CITIZEN ENGAGEMENT IN LEGISLATIVE CHANGES

- A. Purpose. The purpose of a legislative working group is to provide a forum to discuss different points of view on a proposed land use legislative change.
- B. Creation of working group. New and modified land use legislative changes to this code will be developed by a representative working group of citizens and assisted by planning staff, unless the City Council determines that a working group is not necessary.
1. After receiving direction from the City Council, the Committee for Citizen Involvement shall recommend a purpose, goals, and a list of appointees for each proposed working group to the City Council for approval.
  2. The working group will contain interested stakeholders, a member of the Planning Commission, and a staff representative.
  3. The working group shall comply with WLMC 2.060 regarding the selection of officers and the other generally applicable citizen advisory group provisions.
- C. Conduct of working group meetings.
1. Staff will prepare a suggested draft of the proposed changes. This draft will provide a starting point for discussion and education.
  2. The working group will use the draft as a starting point for discussion, but then reconcile the implications of the draft with the goals established by the Council for the working group.
  3. After each working group meeting staff will incorporate approved changes and prepare an updated working draft.
  4. All working group meetings will be public meetings with an opportunity for anyone in attendance to provide public comment. The meetings and minutes will be conducted in accordance with the Council Rules, West Linn Municipal Code, City Charter, and State law.
  5. In the event a consensus cannot be reached on an issue, the working group will prepare alternatives. Each alternative and its rationale will be presented to the Planning Commission.
  6. Prior to submission to the Planning Commission, proposed code changes will be submitted to the City Attorney for review. The review should be limited to the identification of areas where the proposed language conflicts with other parts of this

code, State law or Federal law. As an alternative, legal counsel may attend and advise during the creation of the draft.

D. Presentation to the Planning Commission. When the working group reaches consensus that the code changes are ready, the proposed code changes will be presented by the Director to the Planning Commission pursuant to CDC 98.040(A)(2). If the working group fails to reach a consensus on the code changes, all proposals will be presented to the Planning Commission. Pursuant to CDC 98.110(A), the Planning Commission shall recommend approval, denial, or approval with modifications to the Council. (Ord. 1655 § 8, 2016)