



PLANNING COMMISSION
Draft Meeting Notes November 19, 2025

<u>Commissioners present:</u>	Jason Evans, Joel Metlen, David D. Jones, Gary Walvatne, Kathryn Schulte-Hillen, and Tom Watton
<u>Commissioners absent:</u>	Kris Kachirisky
<u>Public Present:</u>	Kathi Halicki, President of the Willamette Neighborhood Association, Beau Genot, Lance Finnefrock, Paul Reim, and Ian Brown
<u>Applicant Team:</u>	Jessica Iselin, Iselin Architecture and David Lawrence, Applicant
<u>Staff present:</u>	Principal Planner Darren Wyss, Community Development Director Steve Koper, and Management Analyst Lynn Schroder, Chris Crean, City Attorney

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

1. Call To Order and Roll Call

Chair Metlen called the meeting to order at 6:00pm. Principal Planner Wyss called the roll.

2. Public Comment related to Land Use Items not on the Agenda

None.

3. Approval of Meeting Notes: [08.20.2025](#), [09.17.2025](#), and [10.15.2025](#)

Commissioner Watton moved to approve the meeting notes for 08.20.2025, 09.17.2025, and 10.15.2025. Commissioner Evans seconded. **Ayes: Evans, Schulte-Hillen, Walvatne, Watton, and Metlen. Nays: None. Abstentions Jones. The motion passed 6-0-1.**

4. Public Hearing (Quasi-Judicial): [CUP-25-01/DR-25-01 Proposal for a Conditional Use Permit and Class II Design Review for a food cart pod with new dining structure and taproom at 1553 11th Street](#)

Chair Metlen introduced CUP-25-01/DR-25-01 Proposal for a Conditional Use Permit and Class II Design Review for a food cart pod with new dining structure and taproom at 1553 11th Street. Metlen explained the hearing procedures and opened the public hearing.

City Attorney addressed legal standards and appeal rights. The substantive criteria that apply to the application are Community Development Code (CDC) Chapter 34: Accessory Structures, Accessory Dwelling Units, and Accessory Uses; Chapter 44: Fences; Chapter 46: Off Street Parking, Loading and Reservoir Areas; Chapter 48: Access, Egress, and Circulation; Chapter 55: Design Review; Chapter 59: Willamette Neighborhood Mixed Use Transitional Zone; Chapter 60: Conditional Uses; Chapter 96: Street Improvement Construction; Chapter 99: Procedures for Decision Making: Quasi-Judicial.

City Attorney Crean addressed Planning Commission (PC) conflicts of interest, ex-parte contacts, jurisdiction, and bias challenges. No member declared conflicts of interest or bias. Crean asked if any audience member wished to challenge the PC's jurisdiction, impartiality, or ex-parte disclosures of any members of the PC. No challenges were made.

Principal Planner Darren Wyss presented the staff report. The applicant requests approval for a Conditional Use Permit and Class II Design Review for a food cart pod with new dining structure and outdoor seating, and a taproom in an existing building at 1553 11th Street.

The applicant proposes development of a food cart pod consisting of eight mobile food units, a new dining structure (Phase 1), and the interior renovation of an existing office space to a tap room (Phase 2). Mobile food units are classified as Eating and Drinking Establishments under the West Linn Community Development Code. Eating and Drinking Establishments require approval of a Conditional Use Permit in the Willamette Neighborhood Mixed-Use Transitional Zone, and the proposed new and renovated structures are subject to Class II Design Review.

The proposed dining structure will be single-story and approximately 768 square feet, providing seating for up to 36 patrons, along with space for beverage storage and sales. Two restrooms will be accessed from the rear of the structure. In Phase 2, approximately 920 square feet of the existing mixed-use building will be converted into a tap room, including a small bar, seating for an additional 30 patrons, and one additional restroom. Site improvements include a new garbage and recycling enclosure, bicycle racks, retaining walls, landscaping, and enhanced pedestrian amenities. The driveway access will be extended from 18 feet to 24 feet to accommodate two-way traffic as required by the Development Code.

Commissioner Walvatne expressed concern that the applicant did not submit a sign permit application concurrently with the conditional use permit.

Commissioner Schulte-Hillen asked about the existing onsite parking.

Jessica Iselin, project architect, presented the proposal on behalf of the applicant, and the applicant, David Lawrence, responded to questions from the Commission. Iselin stated that the purpose of the development is to create a small-scale neighborhood gathering place, consistent with the proposed eight food carts. She indicated that the project is compatible with and complementary to existing businesses along Willamette Falls Drive. She noted that off-street parking is not required for the proposed development. In response to concerns regarding noise and increased levels of activity, she stated that the site is well suited for this type of use, as it is already characterized by a high level of activity, including outdoor and indoor dining areas. She also noted that an existing on-site apartment is occupied by a permanent site supervisor, who would be present to address noise or other operational issues as they arise.

Iselin requested that the Planning Commission reconsider three conditions of approval related to curb extensions, fencing, and driveway configuration. She supported extending the curb around the central landscaped area but opposed additional fencing, stating it would create congestion and limit flexibility for special events. She noted the applicant proposes permanent 42-inch-wide planters, movable by pallet jack, to prevent vehicle access and protect pedestrian areas. Iselin also requested relief from the requirement to widen the driveway to 24 feet, noting the existing driveway is approximately 18 feet 8 inches wide and has functioned adequately while maintaining the site's semi-circular concrete design. Lastly, she requested approval to permanently close the western driveway, which would allow for striping of three additional on-street parking spaces.

Chair Metlen open public testimony. Oral testimony in opposition to the proposal was provided by Kathi Halicki, President of the Willamette Neighborhood Association (WNA), Beau Genot, Lance Finnefrock, Paul Reim, and Ian Brown. Written testimony in opposition of the proposal was submitted by Katie Zabrocki. The primary concerns raised at the public hearing included:

1. No onsite parking for vendors.
2. Proximity to roundabout is a safety issue.
3. Overflow parking into the neighborhood and school property.
4. Increase in traffic congestion, effect on emergency response, and conflict with primary

- school pickup.
- 5. Effect on existing businesses.
- 6. Noise levels.
- 7. Serving alcohol near a day care and primary school.
- 8. Child safety and drunk driving.
- 9. Greenlight traffic memo did not account for proximity to the school or observe the traffic/parking issues at the other food cart pod.
- 10. Potential for attracting rodents.
- 11. Overall benefit to the city.

Jessica Iselin and David Lawrence provided applicant rebuttal. Principal Planner Wyss answered questions from the commission.

There were no requests to continue the hearing.

Chair Metlen closed the public hearing. Deliberations were opened. The Commission discussed restricting operating hours to non-school hours, policing of people not the Commission's responsibility, parking availability, regulating the number of restaurants not the Commission's responsibility, noise is regulated by the West Linn Municipal Code, benefit of restoring the curb at closed west access drive, and the need to widen the existing driveway.

Commissioner Evans moved to approve the application with modified recommended conditions of approval from the November 19, 2025 staff report. This included retaining Staff recommended Conditions of Approval 1, 2, 5, and 6, rewording Staff recommended Condition of Approval 3 to "work with staff to find a solution to separate the access drive for safety purposes, possibly by using bollards, planters, or signage", and removing Staff recommended Condition of Approval 4. Commissioner Schulte-Hillen seconded. **Ayes: Evans, Schulte-Hillen, Jones, Watton, and Metlen. Nays: Walvatne. Abstentions None. The motion passed 5-1-0.**

5. Planning Commission Announcements

Commissioner Evans announced that he received his architecture license in Washington State. He noted that he would not be able to attend the 12/3/25 PC meeting.

Commissioner Walvatne noted that he did not see a letter from the Planning Commission to the City Council transmitting the Commission's recommendations on the Waterfront Plan. He stated that the absence of such a letter appeared inconsistent with past practice. Wyss explained that the Waterfront Plan was not a legislative action and that the Development Code does not require a Planning Commission recommendation to the City Council. Instead, the Planning Commission's recommendation was passed along to the City Council verbally.

6. Staff Announcements

Wyss reviewed the upcoming PC schedule.

7. Adjourn

Chair Metlen adjourned the meeting at approximately 8:47pm.



CITY OF
West Linn

Planning Commission Request to Speak

Any information provided may be considered a public record and subject to disclosure.
Each agenda item requires a separate testimony form.

☐ I request to speak during **General Public Comments** – (3 minutes). Please specify topic (*required*):

☒ I request to testify on **CUP-25-01/DR-25-01 Proposal for a Conditional Use Permit and Class II Design Review for a food cart pod with new dining structure and taproom at 1553 11th Street** (5 minutes for all speakers).

☐ In Support

☒ Neither for nor against

☐ In Opposition

Failure to raise an issue by written comment or at the hearing, or failure to provide sufficient specificity to respond to the issue, precludes raising the issue on appeal before the Land Use Board of Appeals. Parties with standing may appeal this decision to the West Linn City Council pursuant to the provisions of Chapter 99 of the Community Development Code and any other applicable rules and statutes. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the city or its designee to respond to the issue precludes an action for damages in circuit court.

☐ I do not wish to speak however; I would like to **have standing on CUP-25-01/DR-25-01:**

☐ In Support

☐ Neither for nor against

☐ In Opposition

REQUIRED INFORMATION TO HAVE STANDING FOR CUP-25-01/DR-25-01 PLEASE PRINT:

Name: Kathie Halicki

Name of Organization (if applicable): WNL President

Address: on file

City: _____ State _____ Zip _____

Email (optional): _____



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☐ In Opposition

REQUIRED INFORMATION TO HAVE STANDING FOR CUP-25-01/DR-25-01 PLEASE PRINT:

Name: BEAU GENOT

Name of Organization (if applicable): _____

Address: 1679 TIMOTHY LN

City: WEST LINN State OR Zip 97068

Email (optional): _____



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Safety for food cart pod

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☐ In Opposition

REQUIRED INFORMATION TO HAVE STANDING FOR CUP-25-01/DR-25-01 PLEASE PRINT:

Name: Lance Finnefrock

Name of Organization (if applicable): N/A

Address: 1553 10th St

City: West Linn State OR Zip 97068

Email (optional): LFINNEFR@GMAIL.COM



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☐ Neither for nor against

☒ In Opposition

REQUIRED INFORMATION TO HAVE STANDING FOR CUP-25-01/DR-25-01 PLEASE PRINT:

Name: Paul Reim

Name of Organization (if applicable): _____

Address: 1541 11th St

City: West Linn

State: OR

Zip: 97068

Email (optional): _____



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☐ Neither for nor against

☒ In Opposition

REQUIRED INFORMATION TO HAVE STANDING FOR CUP-25-01/DR-25-01 PLEASE PRINT:

Name: Ian Brown

Name of Organization (if applicable): _____

Address: 1968 6th Ave

City: West Linn State OR Zip 97068

Email (optional): oregonianbrown@gmail.com