



PLANNING COMMISSION
Draft Meeting Notes October 15, 2025

Commissioners present: Jason Evans, Joel Metlen, David D. Jones, Gary Walvatne, and Tom Watton
Commissioners absent: Kris Kachirisky and Kathryn Schulte-Hillen
Staff present: Principal Planner Darren Wyss, Community Development Director Steve Koper, and Management Analyst Lynn Schroder, Kaylie Klein, 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. Public Hearing (Legislative): PLN-25-03: Recommendation to City Council on Adoption of the Bolton and Willamette Town Center Boundary Maps

Chair Metlen called the legislative hearing for PLN-25-03, a proposal for text amendments to West Linn Comprehensive Plan Goal 2: Land Use Planning, to adopt the Bolton and Willamette Town Center Boundary Maps is called to order. The proposal will bring the City into compliance with Oregon Administrative Rule 660-012-0012(4)(d) and Metro Urban Growth Management Functional Plan Title 6. Metlen explained that the Planning Commission's role in the legislative process is to provide a recommendation to the City Council. The City Council will hold a public hearing and make a final decision on the proposed amendments on December 9, 2025.

City Attorney Klein provided the applicable standards and appeal rights. She asked if any Commissioner wished to declare a potential or actual conflict of interest. There were none.

Principal Planner Wyss presented the staff report for the proposed adoption of town center boundaries for the City of West Linn. He explained that:

- The City is required to adopt the Metro 2040 Growth Concept Map town center boundaries by the end of 2025. Adopting these town centers will make the areas eligible for regional investments and allow for lower mobility standards in future planning. This action is required under Oregon's Climate-Friendly and Equitable Communities rules (Administrative Rules 660-012) and Metro's Title 6 plan.
- West Linn includes two town centers: Bolton and Willamette.
- The Willamette Town Center boundary will be adopted exactly as shown on the Metro 2040 map.
- The Bolton Town Center includes two minor additions:
 - A northern extension to align with the Vision 43 focus area.
 - A southern extension to include the entire Mill parking lot property within the Waterfront Planning Area.

Exhibits in the staff report included the draft ordinance (No. 1765) and updated maps for inclusion in Comprehensive Plan Chapter 2. Wyss confirmed that the proposal complies with all applicable federal, state, regional, and local planning requirements.

During Commission discussion:

- Metro originally set the boundaries in the mid-1990s and that cities must adopt boundaries consistent with those shown on the Metro map.
- It was clarified that including park property within a town center boundary is acceptable and common across the region.

Chair Metlen opened public testimony. There were no public comments.

Commissioner Watton moved to City Council approves PLN-25-03 by adopting Ordinance 1765 as presented. Commissioner Walvatne seconded. **Ayes: Jones, Walvatne, Evans, Watton, and Metlen. Nays: None. Abstentions: None. The motion passed 5-0-0.**

Next steps:

- City Council work session: November 3, 2025
- City Council public hearing and final decision: December 9, 2025

4. Planning Commission Announcements

Commissioner Walvatne moved to add a discussion about Senate Bill 1537 and whether the city could file for an exemption to an upcoming Planning Commission agenda. Commissioner Evans seconded. **Ayes: Jones, Walvatne, Evans, Watton, and Metlen. Nays: None. Abstentions: None. The motion passed 5-0-0.**

5. Staff Announcements

Wyss reviewed the upcoming PC schedule.

6. Adjourn

Chair Metlen adjourned the meeting at approximately 6:25pm.