



Memorandum

Date: December 1, 2025

To: West Linn Planning Commission

From: Darren Wyss, Planning Manager

Subject: PC Annual Report

Every year the City Council requests all community advisory groups to submit an annual report that outlines accomplishments, challenges, and items for the Council to consider at its goal setting sessions. At its December 3, 2025 meeting, the Planning Commission (PC) will hold its discussion on the Annual Report. The 2024 report is attached for reference, as well as the recent Council approved PC work plan. Please arrive at the meeting ready to discuss the 2025 challenges, 2026 Council priorities and goalsetting, and any additional feedback for Council. Staff have drafted the 2025 accomplishments and will be looking for any final input.

If you have questions about the meeting or materials, please feel free to email or call me at 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.



CITY OF

West Linn

2025 Community Advisory Group Annual Report

Advisory Group Name

Planning Commission (PC)

Group Leadership

Joel Metlen – Chair

Gary Walvatne – Vice Chair

Meeting Times, Dates & Location

First and Third Wednesday of the Month at 6:00pm in the Council Chambers, Second Floor City Hall. The Planning Commission met 15 times in 2025.

2025 Accomplishments

- VAR-24-18 Public Hearing (Jan 15) – Class II Variance for Swimming Pool Setback
- Quasi-Judicial Legal Training (Feb 5)
- 2025 Planning Docket Discussion (Mar 5)
- PLN-25-01 Housing Production Strategy Work Session (Mar 5, Mar 19)
- PLN-25-01 Housing Production Strategy Public Hearing (April 2)
- Vision43 Work Session (April 16, May 21, Dec 3)
- PLN-25-02 West Linn Waterfront Vision Plan Work Session (June 18, July 16, Aug 20)
- CDC-25-01 Code Clean Up Project Work Session (June 18, July 16)
- CDC-25-01 Code Clean Up Project Public Hearing (Aug 6)
- PLN-25-03 Metro TC Boundary Work Session (Aug 20)
- PLN-25-02 West Linn Waterfront Vision Plan Public Hearing (Sept 17)
- PLN-25-03 Metro TC Boundary Public Hearing (Oct 15)
- CUP-25-01 Public Hearing (Nov 19) – Conditional Use Permit for Food Cart Pod
- SB1537 Implementation Discussion (Dec 3)
- Annual Report Discussion (Dec 3, Dec 17)
- MISC-25-04 Public Hearing (Dec 17) – Temporary Sales Office for Subdivision Homes

2025 Challenges

Please describe challenges your group faced in 2025.

2026 Community Advisory Group Workplans and Council Priorities

Land Use & Master Plans – see list of accomplishments above

Waterfront/V43 – participated in work sessions and recommended adoption of Waterfront Vision Plan at a public hearing

Land Use Community Engagement –

Planning Docket – provided feedback on Docket priority projects and worked with staff to complete several projects this year

Community Engagement & Belonging –

Any additional feedback to share with the City Council?

Please include any additional information you would like the City Council to be aware of as they review your group's report.

DRAFT



CITY OF

West Linn

2024 Community Advisory Group Annual Report

Advisory Group Name

Planning Commission (PC)

Group Leadership

John Carr – Chair

Joel Metlen – Vice-Chair

Meeting Times, Dates & Location –

First and Third Wednesday of the Month at 6:00pm in the Council Chambers, Second Floor City Hall.
The Planning Commission met 15 times in 2024.

2024 Accomplishments

- CUP-23-01 Public Hearing (Feb. 7) – Conditional Use Permit for Calaroga Pump Station
- DR-23-01 Public Hearing (Feb. 21) – Class II Design Review for Commercial Building
- DR-24-01 Public Hearing (May 1) – Class II Design Review for Mixed-Use Building
- VAR-24-05 Public Hearing (Nov. 6) – Class II Variance for Access in a Minor Partition
- 2024 West Linn Water System Master Plan Update Public Hearing (May 15)
- West Linn Waterfront Project Briefing (Mar. 6)
- Vision 43 Project Briefing (Mar. 6, Sept. 18)
- Planning Docket Discussion (Mar. 6, Mar. 18 w/CC)
- Code Process Amendments Work Session (April 3, June 5, July 17, Aug. 7, Aug. 21)
- CFEC Code Amendments Work Session (April 3, June 5, July 17, Aug. 21, Sept. 18)
- Housing Production Strategy Work Session w/City Council (June 17, Nov. 18)
- CDC-24-01 Public Hearing (Oct. 2) – CFEC Code Amendments
- CDC-24-02 Public Hearing (Oct. 16) – Code Process Amendments
- Annual Report Discussion (Dec. 4)
- Community Advisory Group Training (Jan. 22)

2024 Challenges

- Public engagement in legislative projects
- Providing guidance to community members on how to engage in issues at a public forum not specific to the role of the Planning Commission

2025 Council Priorities

- Adoption of the Housing Production Strategy
- Creation of affordable housing opportunities/projects
- Adoption of Waterfront Vision Plan and associated implementation tools (zoning, code, and design standards)
- Adoption of the Vision43 Plan and associated implementation tools (zoning, code, and design standards)
- Improvements to the Community Development Code for ease of implementation
- Promoting meaningful community engagement
 - Use different platforms to make meetings more accessible
- Continue cultivating relationships with public partners and agencies

2025 Goals and Council Direction

- Implementation of Housing Production Strategies
 - Housing Production
 - Affordable Housing
- Implementation of the 2018 CCI Report

Any additional feedback to share with the City Council?

- Pleased the City now has an in-house City Attorney
 - Will improve quasi-judicial proceedings
 - More efficient review of code amendment proposal

MEMORANDUM

Date: August 1, 2025
To: West Linn Planning Commission
From: Rory Bialostosky, Mayor
Subject: Planning Commission 2025-27 Priorities and Work Plan

As part of our effort to maintain greater communication with our community advisory boards, the City Council would like to share with you the Council Priorities for 2025-27 (attached) that align with a work plan we are providing to each of the community advisory groups. Council wants to ensure that limited City and volunteer resources remained focused on the primary goals of the Council and delivering quality core municipal services. The City's Municipal Code section 2.020(2) provides these workplans as a way for Council to provide direction and focused alignment on the city's priorities. We believe these work plans are a positive step in this direction and hope that you find it helpful in your efforts in influencing policy for the City.

We also want to take time to emphasize our overarching goal of belonging and reaching out to the community. Community advisory groups are a key part of connecting with our community and we greatly value the role you play in this. We hope the Planning Commission continues to find new ways to engage and involve a broad range of community members in the important work that you do and considers ensuring belonging and inclusivity in all the work that you do.

Based on your annual report we received from your group and in furtherance of the Council's adopted Priorities, the Council would like the Planning Commission to focus attention on the following work this biennium:

1. **Land Use & Master Plans:** Review and decide on land use applications and updates to master plans, including the CDC.
2. **Waterfront/Vision43:** Review and approve Waterfront Vision and Vision43 Plans and associated implementation tools (zoning, code, and design standards)
3. **Land Use Community Engagement:** Provide CCI and Council with recommendations on improving community engagement in the land use process.
4. **Planning Docket:** Work on Planning Docket projects, review Planning Docket prioritization with Council.
5. **Community Engagement & Belonging:** Work to improve diversity, equity, inclusivity and belonging in the community and consider recommendations and actions through an equity lens*

**denotes a direct 2025-27 Council Priority*

If something arises during the year that you believe necessitates a change to this work plan, please feel free to have your chair forward your request to the Council in writing for our consideration and we will provide you with feedback. CAGs may request funding or sponsorship for events, activities, or programs not specifically listed in this workplan through their Council liaison or by providing a request in writing.

As always, a heartfelt thank you for your dedicated service to West Linn,

Mayor Bialostosky