



NOTICE OF A PROPOSED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION FORM 1

FOR DLCD USE File No.: Received:

Local governments are required to send notice of a proposed change to a comprehensive plan or land use regulation at least 35 days before the first evidentiary hearing.

Jurisdiction: City of West Linn

Local file no.: CDC-20-01

Please check the type of change that best describes the proposal:

- Urban growth boundary (UGB) amendment including more than 50 acres... UGB amendment over 100 acres... Urban reserve designation... Periodic review task... X Any other change to a comp plan or land use regulation

Local contact person (name and title): Darren Wyss, Associate Planner Phone: 503-742-6064 E-mail: dwyss@westlinnoregon.gov Street address: 22500 Salamo Road City: West Linn Zip: 97068

Briefly summarize the proposal in plain language. Please identify all chapters of the plan or code proposed for amendment (maximum 500 characters):

The proposal is to amend the City's Transportation System Plan and Community Development Code (CDC) to make 28-foot pavement width for local streets the standard in new subdivisions. The standard width can be reduced to preserve natural resources or sensitive lands. The proposal will also amend the definitions of Major Utility and Minor Utility in the CDC to clarify stormwater treatment/detention ponds are permitted outright as part of a development proposal. A staff report will be available 10 days prior to the first public hearing.

Date of first evidentiary hearing: July 15, 2020 Date of final hearing: September 14, 2020

This is a revision to a previously submitted notice. Date of previous submittal:

Check all that apply:

- X Comprehensive Plan text amendment(s)
Comprehensive Plan map amendment(s) - Change from to
New or amended land use regulation
Zoning map amendment(s) - Change from to
An exception to a statewide planning goal is proposed - goal(s) subject to exception:
Acres affected by map amendment:

Location of property, if applicable (site address and T, R, Sec., TL):

List affected state or federal agencies, local governments and special districts: Metro, Clackamas County, ODOT

NOTICE OF A PROPOSED CHANGE – SUBMITTAL INSTRUCTIONS

1. Except under certain circumstances,¹ proposed amendments must be submitted to DLCD’s Salem office at least 35 days before the first evidentiary hearing on the proposal. The 35 days begins the day of the postmark if mailed, or, if submitted by means other than US Postal Service, on the day DLCD receives the proposal in its Salem office. **DLCD will not confirm receipt of a Notice of a Proposed Change unless requested.**

2. A Notice of a Proposed Change must be submitted by a local government (city, county, or metropolitan service district). DLCD will not accept a Notice of a Proposed Change submitted by an individual or private firm or organization.

3. **Hard-copy submittal:** When submitting a Notice of a Proposed Change on paper, via the US Postal Service or hand-delivery, print a completed copy of this Form 1 on light green paper if available. Submit **one copy** of the proposed change, including this form and other required materials to:

Attention: Plan Amendment Specialist
Dept. of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2540

This form is available here:

<http://www.oregon.gov/LCD/CPU/Pages/Plan-Amendments.aspx>

4. **Electronic submittals** of up to 20MB may be sent via e-mail. Address e-mails to plan.amendments@state.or.us with the subject line “Notice of Proposed Amendment.”

Submittals may also be uploaded to DLCD’s FTP site at <http://www.oregon.gov/LCD/CPU/Pages/PAPA-Submittals.aspx>.

E-mails with attachments that exceed 20MB will not be received, and therefore FTP must be used for these electronic submittals. **The FTP site must be used for all .zip files** regardless of size. The maximum file size for uploading via FTP is 150MB.

Include this Form 1 as the first pages of a combined file or as a separate file.

5. **File format:** When submitting a Notice of a Proposed Change via e-mail or FTP, or on a digital disc, attach all materials in one of the following formats: Adobe .pdf (preferred); Microsoft Office (for example, Word .doc or docx or Excel .xls or xlsx); or ESRI .mxd, .gdb, or .mpk. For other file formats, please contact the plan amendment specialist at 503-934-0000 or plan.amendments@state.or.us.

6. **Text:** Submittal of a Notice of a Proposed Change for a comprehensive plan or land use regulation text amendment must include the text of the amendment and any other information necessary to advise DLCD of the effect of the proposal. “Text” means the specific language proposed to be amended, added to, or deleted from the currently acknowledged plan or land use regulation. A general description of the proposal is not adequate. The notice may be deemed incomplete without this documentation.

7. **Staff report:** Attach any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained.

8. **Local hearing notice:** Attach the notice or a draft of the notice required under ORS 197.763 regarding a quasi-judicial land use hearing, if applicable.

9. **Maps:** Submittal of a proposed map amendment must include a map of the affected area showing existing and proposed plan and zone designations. A paper map must be legible if printed on 8½” x 11” paper. Include text regarding background, justification for the change, and the application if there was one accepted by the local government. A map by itself is not a complete notice.

10. **Goal exceptions:** Submittal of proposed amendments that involve a goal exception must include the proposed language of the exception.

¹ 660-018-0022 provides:

(1) When a local government determines that no goals, commission rules, or land use statutes apply to a particular proposed change, the notice of a proposed change is not required [a notice of adoption is still required, however]; and

(2) If a local government determines that emergency circumstances beyond the control of the local government require expedited review such that the local government cannot submit the proposed change consistent with the 35-day deadline, the local government may submit the proposed change to the department as soon as practicable. The submittal must include a description of the emergency circumstances.

If you have any questions or would like assistance, please contact your DLCD regional representative or the DLCD Salem office at 503-934-0000 or e-mail plan.amendments@state.or.us.

Notice checklist. Include all that apply:

X Completed Form 1

X The text of the amendment (e.g., plan or code text changes, exception findings, justification for change)

X Any staff report on the proposed change or information that describes when the staff report will be available and how a copy may be obtained

A map of the affected area showing existing and proposed plan and zone designations

A copy of the notice or a draft of the notice regarding a quasi-judicial land use hearing, if applicable

X Any other information necessary to advise DLCD of the effect of the proposal

Proposed Community Development Code Amendments

Chapter 85.200(A)

3. Street widths. Street widths shall depend upon which **the** classification of street is proposed. The classifications and required cross sections are established in the adopted TSP.

The following table identifies appropriate street width (curb to curb) in feet for various street classifications. The desirable width shall be required unless the applicant or ~~his or her~~ **their** engineer can demonstrate that site conditions, topography, or site design require the reduced minimum width. For local streets, a 12-foot travel lane may only be used as a shared local street when the available right-of-way is too narrow to accommodate bike lanes and sidewalks.

City of West Linn Roadway Cross-Section Standards

Street Element	Characteristic	Width/Options
Vehicle Lane Widths (Typical widths)	Minor Arterial	11 – 12 feet
	Collector	10 – 12 feet
	Neighborhood Route	10 – 12 feet
	Local	10 – 12 feet
On-Street Parking	Minor Arterial	Limited (in designated commercial zones)
	Collector	Optional (8 feet typical width)
	Neighborhood Route	Optional (8 feet typical width)
	Local	Optional <u>*</u> (8 feet typical width)
Bicycle Lanes (Typical widths)	Arterial	5 feet
	Collector	5 feet
	Neighborhood Route	5 feet
Cycle Track	Minor Arterial (30 MPH or greater)	7 feet
	Collector (30 MPH or greater)	7 feet
Sidewalks (Typical widths)	Minor Arterial	6 feet, 10 – 12 feet in commercial zones
	Collector	6 feet, 8 feet in commercial zones
	Along Cycle Track	6 feet, 10 – 12 feet in commercial zones
	Neighborhood Route/Local	6 feet (4 – 5 feet in Willamette Historical District), 8 feet in commercial zones
Landscape Strips	Can be included on all streets	6 feet typical (5 feet for minor arterials)
Raised Medians	5-Lane	Optional
	3-Lane	Optional

City of West Linn Roadway Cross-Section Standards

Street Element	Characteristic	Width/Options
	2-Lane	Consider if appropriate
Neighborhood Traffic Management	Arterials	None
	Collectors	None
	Neighborhood Route/Local	At the discretion of the City Engineer
Transit	Minor Arterial/Collector	Appropriate
	Neighborhood Route	Only in special circumstances
	Local	Not recommended

*** The minimum paved width for both internal and adjacent Local streets in new subdivision proposals shall be 28-feet, unless reduced in CDC.85.200.A(4).**

4. The decision-making body shall consider the City Engineer’s recommendations on the desired right-of-way width, pavement width and street geometry of the various street types **for streets within or adjacent to the subdivision, after consideration by the City Engineer of, the following criteria: To approve a street design less than the desirable width in CDC 85.200(3), the applicant shall demonstrate with proper documentation that one of the following applies:**

- a. The street design will help protect a Water Resource Area and complies with the submittal requirements and approval standards found in CDC Chapter 32.**
- b. The street design will help protect a Flood Management Area and complies with the submittal requirements and approval standards found in CDC Chapter 27.**
- c. The street design will help protect the Willamette Greenway, Tualatin Greenway, or a Habitat Conservation Area and complies with the submittal requirements and approval standards found in CDC Chapter 28.**
- d. The street design will help protect steep slopes and complies with the submittal requirements found in CDC 85.170(C) and approval standards found in CDC 85.200(E).**
- e. The street design will help protect a cluster of significant trees and complies with CDC 85.200.J(9).**

- ~~a. The type of road as set forth in the Transportation Master Plan.~~
- ~~b. The anticipated traffic generation.~~
- ~~c. On-street parking requirements.~~
- ~~d. Sidewalk and bikeway requirements.~~
- ~~e. Requirements for placement of utilities.~~
- ~~f. Street lighting.~~
- ~~g. Drainage and slope impacts.~~
- ~~h. Street trees.~~
- ~~i. Planting and landscape areas.~~
- ~~j. Existing and future driveway grades.~~
- ~~k. Street geometry.~~

~~l. Street furniture needs, hydrants. (Staff note: these are things already considered when creating the adopted cross-sections being implemented by this code section).~~

5. Additionally, when determining appropriate street width, the decision-making body shall consider the following criteria:

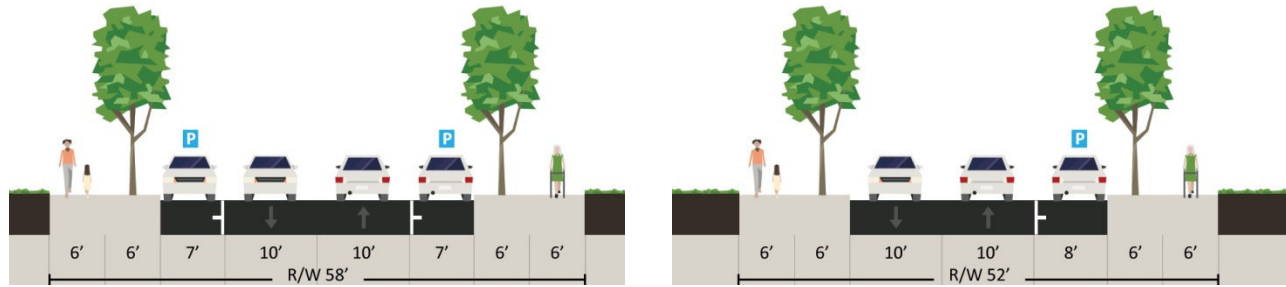
- a. When a local street is the only street serving a residential area and is expected to carry more than the normal local street traffic load, the designs with two travel and one parking lane are appropriate.
- b. Streets intended to serve as signed but unstriped bike routes should have the travel lane widened by two feet.
- c. Collectors should have two travel lanes and may accommodate some parking. Bike routes are appropriate.
- d. Arterials should have two travel lanes. On-street parking is not allowed unless part of a Street Master Plan. Bike lanes are required as directed by the Parks Master Plan and Transportation Master Plan.

Chapter 2: Definitions

Utility, Major – **A utility facility or service that will have, or the installation of which will have, a significant impact on the surrounding uses or the community in terms of generating or disrupting traffic, interfering with access to adjacent properties, creating noise or causing adverse visual effects.** A major utility facility or service includes, but is not limited to: a substation; pump station; water storage tank; sewerage treatment plant; water treatment plant; and transmission lines for water, drainage or sewerage collection systems, gas or electric, or other similar use.

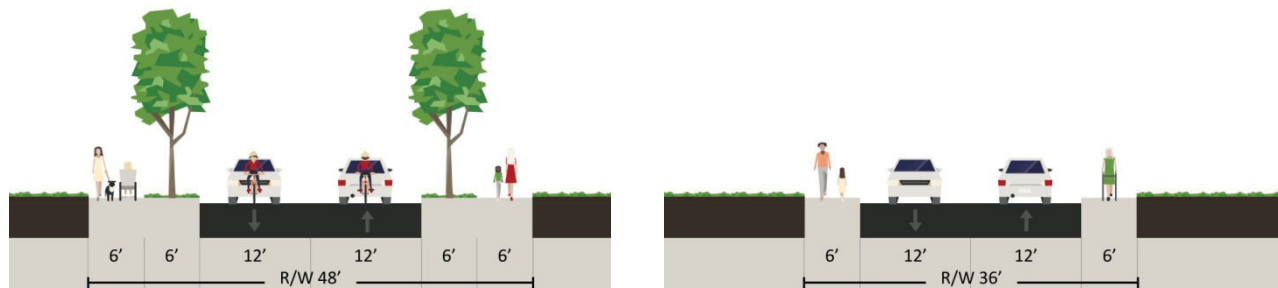
Utility, Minor – **A utility facility or service that will have, or the installation of which will have, a minor impact on the surrounding uses or on the community in terms of generating or disrupting traffic or access to adjacent properties, creating noise or causing adverse visual effects.** A minor utility facility or service includes, but is not limited to: overhead or underground electric, telephone or cable television poles and wires, **stormwater treatment or detention ponds as part of development,** and distribution lines for electric, gas, water, drainage or sewerage collection systems, or other similar use.

Exhibit 9: Local Street Cross Sections



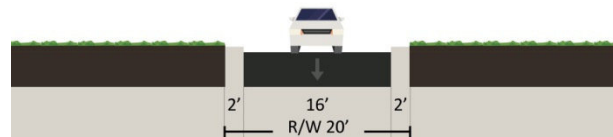
34-foot Local (Parking on Both Sides) **

28-foot Local (Parking on One Side) *



24-foot Local (No Parking)

Local Constrained



Alley

Table 30: Local Street Cross Section Standards

Standards ³	Local Streets
Vehicle Lane Widths	10-12 feet
On-Street Parking	7-8 feet ¹
Sidewalks	6 feet (4-5 feet in Willamette Historical District)
Landscape Strips	6 feet ²
Median/Turn Lane Widths	None
Neighborhood Traffic Management	At the discretion of the City Engineer

1. Allowance of on-street parking shall be based upon the nature and intensity of adjacent development and physical constraints.
2. Landscape strips may be reduced and/or removed at the discretion of the City Engineer.
3. The City Engineer or Planning Director may recommend green street variations of each cross section. These variations may include replacing the standard landscape strip with a rain garden or swale, using pervious material for the sidewalk, and in some cases providing a sidewalk on only one side of the street.

*** Standard cross-section for internal and adjacent streets in new subdivision proposals**

**** Cross-section also allowed in new subdivision proposals**