

**Agenda Bill 2025-10-14-02**

Date Prepared: October 2, 2025

For Meeting Date: October 14, 2025

To: Rory Bialostosky, Mayor  
West Linn City Council

Through: John Williams, City Manager *JRW*

From: Steve Koper, CD Director *SK*  
Darren Wyss, Principal Planner *DSW*

Subject: 2025 CDC Code Cleanup Amendment Project Public Hearing

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**Purpose:**

To hold a public hearing and consider adoption of the CDC Code Cleanup Amendment Package via Ordinance 1763.

**Question(s) for Council:**

Should Council adopt the CDC Code Cleanup Amendment Package as recommended by the Planning Commission?

**Public Hearing Required:**

Yes

**Background & Discussion:**

The Planning Commission (PC) recommended prioritizing a code cleanup project on the West Linn Planning Docket in [March 2025](#). City Council (CC) formally set the Docket in [April 2025](#), including the PC recommended prioritization of a code cleanup project, and directed Staff to work with the PC to develop revised code language and bring an amendment package for adoption to the City Council. Staff and the City Attorney identified three topics to cleanup immediately:

1. Maximum and Minimum Density Calculations
  - The CDC currently does not have one location with clear and objective instructions on how maximum and minimum densities are calculated.
  - Updated definitions are also needed to define the terms used in the calculations.
2. Partition Minimum Density Exemption Clarification
  - The CDC section ([CDC 85.200.J\(7\)](#)) as written has been interpreted by applicants to mean if only three parcels are proposed the project is exempt from minimum density requirements regardless of maximum density allowed for the proposal.
3. Shape of Newly Created Lots and Parcels
  - The CDC sections ([CDC 85.200.B\(3\)](#) and [\(6\)](#)) are not clear and objective regarding the preferred lot shape. This has recently led to a variety of creative lot/parcel configurations.

The Planning Commission held two work sessions and a public hearing for the Code Clean Up Project on the following dates:

PC Work Session June 18, 2025

Initial feedback was provided, and Staff made changes as directed.

[Work Session Video](#)

[Work Session Meeting Materials](#)

[Work Session Meeting Notes](#)

PC Work Session July 16, 2025

Final feedback was provided, and the PC directed Staff to bring the proposed amendments to public hearing.

[Work Session Video](#)

[Work Session Meeting Materials](#)

[Work Session Meeting Notes](#)

PC Public Hearing August 6, 2025

The Planning Commission recommended 6 to 0 that Council adopt the proposed amendments.

[Public Hearing Video](#)

[Public Hearing Materials](#)

[Public Hearing Meeting Notes](#)

After the Planning Commission recommendation, the City Attorney's office recommended one minor addition to CDC 05.025.A(e) to clarify how heritage and significant trees area is measured to ensure the language is clear and objective. The following language is proposed (highlighted in [Blue](#)) to address this issue:

**05.025 Measurements**

**A. Density Calculations**

**1. Developable net area is determined by subtracting the following areas from the developable gross area:**

**a. Type I and II lands,**

**b. All land dedicated to the public for park purposes,**

**c. All land dedicated for public rights-of-way,**

**d. All land proposed for private streets; and**

**e. Optionally, the applicant may subtract the following ([as measured in CDC](#)**

**55.105.C.2(a)):**

**i, Heritage trees,**

**ii. Significant trees or tree clusters.**

City Council Work Session September 15, 2025

City Council was provided the opportunity to become familiar with the proposed amendments, get questions answered, and ask for additional information. Staff recommended one small addition to the

proposed amendments based on City Attorney advice. Council directed Staff to bring the proposed amendments to the legislative public hearing for adoption.

[Work Session Video](#)

[Work Session Materials](#)

**Budget Impact:**

None anticipated.

**Sustainability Impact:**

None anticipated.

**Council Options:**

1. Adopt Ordinance 1763 as recommended by the Planning Commission and include one additional amendment proposed by the City Attorney to define how to calculate heritage/significant tree canopy square footage; or
2. Adopt Ordinance 1763 with additional changes; or
3. Do not adopt Ordinance 1763.

**Staff Recommendation:**

Approve CDC-25-01, as recommended by the Planning Commission, by adopting Ordinance 1763 with the additional proposed change from the City Attorney found in Attachment 1.

**Potential Motion:**

1. Move to adopt Ordinance 1763 as recommended by the Planning Commission with an additional change as proposed by the City Attorney.

**Attachments:**

1. Ordinance 1763
2. City Council Staff Report and Findings, dated October 2, 2025

## **Attachment 1: Ordinance 1763**

## ORDINANCE NO. 1763

### AN ORDINANCE ADOPTING TEXT AMENDMENTS TO THE WEST LINN COMMUNITY DEVELOPMENT CODE CHAPTERS 2, 5, 24, 55, 85, AND 99 TO UPDATE LANGUAGE TO BE CLEAR AND OBJECTIVE FOR MINIMUM/MAXIMUM DENSITY CALCULATIONS, MINIMUM DENSITY EXEMPTIONS, AND SHAPE OF NEWLY CREATED LOTS

Annotated to show ~~deletions~~ and additions to the code sections being modified. Deletions are ~~lined through~~ and additions are underlined in **red font**.

**WHEREAS**, Chapter II, Section 4, of the West Linn City Charter provides: Powers of the City. The City shall have all powers which the Constitution, statutes and common law of the United States and of this State now or hereafter expressly or implied grant or allow the City, as fully as though this Charter specifically enumerated each of those powers;

**WHEREAS**, in 2025 the City Council prioritized a code cleanup project on the Planning Docket and appointed the West Linn Planning Commission (PC) on April 14, 2025 to act as the working group and work with staff to bring forward a proposed code amendment package; and

**WHEREAS**, City staff and the City Attorney's office identified three code topics in need of immediate improvement to be clear and objects, comply with state regulations, and better serve community interests; and

**WHEREAS**, the PC held two work sessions in June 2025 and July 2025; and

**WHEREAS**, the PC held a public hearing, which was noticed in accordance with City standards, on August 6, 2025, and recommended approval of the proposed 2025 Code Cleanup Amendment Package; and

**WHEREAS**, the West Linn City Council held a public hearing, which was noticed in accordance with City standards, on October 13, 2025, to consider the Planning Commission recommendation, receive public testimony, and evaluate the decision-making criteria; and

**WHEREAS**, the Council's decision is based on the findings contained in these Whereas Clauses, together with findings, conclusions, and substantial evidence found in the associated land use record file CDC-25-01, which is incorporated by this reference.

#### **NOW, THEREFORE, THE CITY OF WEST LINN ORDAINS AS FOLLOWS:**

**SECTION 1. Amendments.** The West Linn Community Development Code Chapters 2, 5, 24, 55, 85, and 99 are amended to include new text and rescind existing text as shown in Exhibit A.

**SECTION 2. Severability.** The sections, subsections, paragraphs and clauses of this ordinance are severable. The invalidity of one section, subsection, paragraph, or clause shall not affect the validity of the remaining sections, subsections, paragraphs and clauses.

**SECTION 3. Savings.** Notwithstanding this amendment/repeal, the City ordinances in existence at the time any criminal or civil enforcement actions were commenced, shall remain valid and in full force and effect for purposes of all cases filed or commenced during the times said ordinance(s) or portions of the ordinance were operative. This section simply clarifies the existing situation that nothing in this Ordinance affects the validity of prosecutions commenced and continued under the laws in effect at the time the matters were originally filed.

**SECTION 4. Codification.** Provisions of this Ordinance shall be incorporated in the City Code and the word “ordinance” may be changed to “code”, “article”, “section”, “chapter” or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Sections 2-4) need not be codified and the City Recorder or the designee is authorized to correct any cross-references and any typographical errors.

**SECTION 9. Effective Date.** This ordinance shall take effect on the 30<sup>th</sup> day after its passage.

The foregoing ordinance was first read by title only in accordance with Chapter VIII, Section 33(c) of the City Charter on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and duly PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
RORY BIALOSTOSKY, MAYOR

ATTEST:

\_\_\_\_\_  
KATHY MOLLUSKY, CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
KAYLIE KLEIN, CITY ATTORNEY

## West Linn Community Development Code

## CDC Chapter 2: Definitions

~~Acres, gross. All of the land area owned by the applicant under consideration. See "Tract."~~

~~Acres, net. The total gross acres less the public right of way and other acreage deductions as specified in this code.~~

...

**Developable Gross Area. The total square footage of the lot(s), parcel(s), or unit(s) of land proposed to be developed.**

**Developable Net Area. The square footage subject to the maximum and minimum density calculations in CDC 05.025.**

...

**Rectilinear. Formed or bounded by straight lines.**

...

Type I lands. Lands that have severe constraints that preclude the use of standard development techniques and technical criteria. Type I lands exist in one or more of the following areas:

1. Slope: Land that has slopes of 35 percent or more, as shown on the RLIS topography GIS layer.
2. Drainage: All lands within the designated floodway as shown on the appropriate FEMA flood panel.
3. Geological hazard: All landslide areas shown on the City's Natural Hazard Mitigation Plan ("NHMP") and identified as "landslide potential exists" on Map 16 of the NHMP, or areas outside Map 16, but within Map 17, Landslide Vulnerable Analysis Area.

Type II lands. Lands which have constraints that are sufficient to preclude most standard types of development. Constraints in these areas generally do not constitute a health or safety hazard, but require the use of non-standard technical design criteria. Type II lands exist in one or more of the following areas:

1. Slope: Land that has slopes over 25 percent, as shown on the RLIS topography GIS layer.
2. Drainage: All drainage courses identified on the water resource area maps or areas identified as protected Goal 5 Wetlands, and areas outside the floodway, but within the floodway fringe, also known as the 100-year floodplain.
3. Geology: All known mineral and aggregate deposits identified on the Comprehensive Plan map as protected Goal 5 resources.

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CDC Chapter 5: General

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**05.025 Measurements**

**A. Density Calculations**

**1. Developable net area is determined by subtracting the following areas from the developable gross area:**

- a. Type I and II lands,**
- b. All land dedicated to the public for park purposes,**
- c. All land dedicated for public rights-of-way,**
- d. All land proposed for private streets; and**
- e. Optionally, the applicant may subtract the following (as measured in CDC 55.105.C.2(a)):**
  - i, Heritage trees,**
  - ii. Significant trees or tree clusters.**

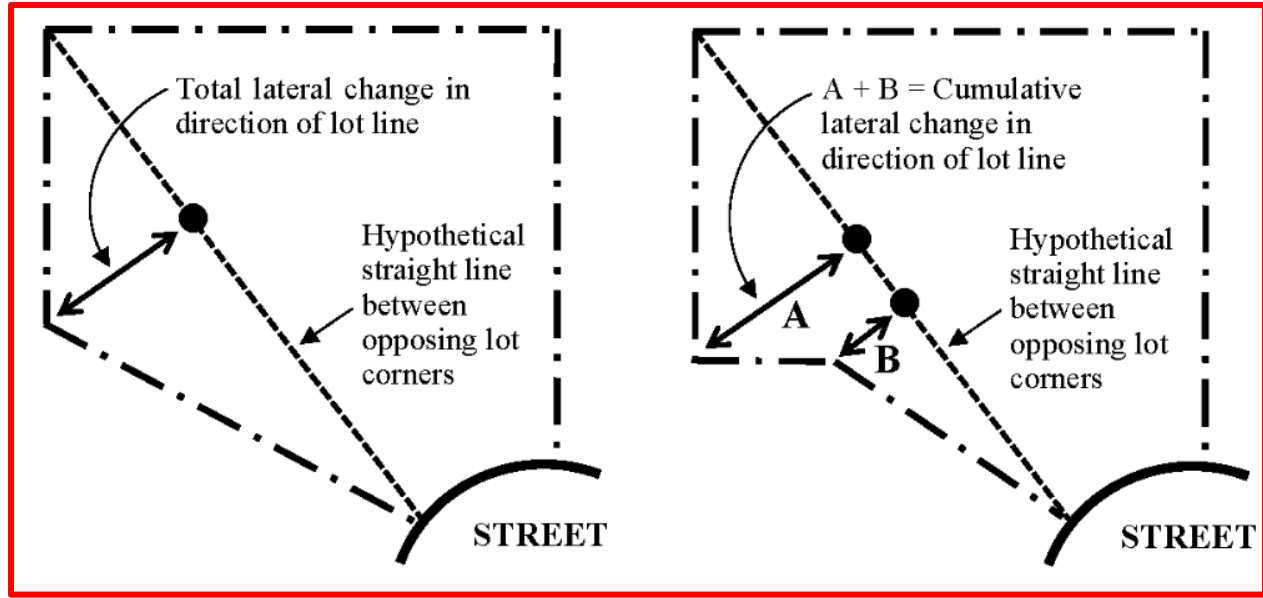
**2. Maximum density is determined by dividing the developable net area square footage by the zoning district minimum lot size square footage. Where a maximum density calculation results in a fraction it is rounded down to the next whole number.**

**3. Minimum density is determined by multiplying the maximum density by 0.70. Where a minimum density calculation results in a fraction it is rounded up to the next whole number.**

**B. Segmented Lot or Parcel Lines**

**Segmented lot lines include one or more lateral changes in direction. A lateral change is measured by drawing a hypothetical straight line between opposing lot corners and measuring the horizontal distance between the hypothetical straight line and the furthest extent of the actual lot line perpendicular from the hypothetical straight line. Cumulative lateral changes are measured by repeating this process for each lateral change in direction and summing all the distances as shown in the figure below. In the case of flag lots or parcels, the pole portion of the lot or parcel is not included in the measurement of cumulative lateral changes; cumulative lateral changes are measured only between the opposing corners of the flag portion of the lot or parcel.**






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CDC Chapter 24: Planned Unit Development

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24.110 Residential Density Calculations

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B. Net acres for land to be developed with detached single-family dwellings, or multifamily dwelling including duplexes, is computed by subtracting the following from developable gross area ~~gross acres~~:

...

24.120 Examples of Residential Density Calculations

When density is to be transferred on a land area with Type I or Type II land, the following procedure will apply:

Example

...

Developable Gross-Site Area: 10.49 AC

Density Calculations:

Developable Gross-Site Area 10.49 AC

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CDC Chapter 55: Design Review

...

55.105 Approval Standards – Class II Design Review – Residential/Clear and Objective

C. Relationship to the natural and physical environment.

...

2. The following shall be protected pursuant to the criteria of subsections (C)(2)(a) through (f) of this section: all heritage trees, as defined in the municipal code and all significant trees and significant tree clusters, as defined in CDC 2.030.

...

e. The site layout shall achieve at least 70 percent of maximum density for the developable net area as calculated in CDC 05.025. ~~The developable net area excludes all Type I and II lands and up to 20 percent of the remainder of the site for the purpose of protecting significant trees or significant tree clusters as specified in this subsection (C)(2).~~

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## CDC Chapter 85: Land Divisions – General Provisions

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### 85.170 Supplemental Submittal Requirements for Tentative Subdivision or Partition Plan

#### A. General

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7. Table and calculations showing the ~~allowable number of lots under the zone and how many lots are proposed~~ maximum and minimum density calculations per CDC 05.025 and number of lots or parcels proposed.

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### 85.200 Approval Criteria

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#### A. Streets.

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3. Tree protection. Streets shall be laid out to avoid and protect significant trees and significant tree clusters, but not to the extent that it would compromise connectivity requirements per this subsection A, or bring the achievable density below 70 percent of the maximum density for the developable net area as calculated per CDC 05.025. ~~The developable net area is calculated by taking the total site acreage and deducting Type I and II lands; then up to 20 percent of the remaining land may be excluded as necessary for the purpose of protecting significant trees and tree clusters as provided in CDC 55.100(B)(2) or 55.105(B)(2), as applicable.~~

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#### 5. Street Improvements

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b. Waiver of required street improvements and in-lieu fee. An applicant may submit a written request for a waiver of abutting street improvements if the improvement would be prohibited by the TSP. When a requested waiver is granted, the applicant shall pay an in-lieu fee in accordance with the City's adopted fee structure ~~equal to the estimated cost, accepted by the City Engineer, of the otherwise required street improvements. As a basis for this determination, the City Engineer shall consider the cost of similar improvements in recent development projects and may require up to three estimates from the applicant. The~~

~~amount of the fee shall be established prior to the Planning Commission's decision on the associated application.~~ The in-lieu fee shall be used for in-kind or related improvements.

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#### B. Blocks and lots.

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3. ~~Lot size and shape.~~ Lot or parcel sizes and dimensions shall conform to the minimum standards of the CDC, unless as allowed by planned unit development (PUD). No lot or parcel shall be dimensioned to contain part of an existing or proposed street. All lots or parcels shall be buildable. "Buildable" describes lots that are free of constraints such as wetlands, drainageways, etc., that would make home construction impossible.

Depth and width of properties ~~reserved or laid out~~ **zoned** for commercial and industrial purposes shall be adequate to provide for the off-street parking and service facilities required by the type of use proposed.

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6. Lot **shape** and parcel side lines. ~~The side lot lines of lots and parcels shall run at right angles to the street upon which they face, except that on curved streets they shall be radial to the curve.~~ **Each lot or parcel must be rectilinear in shape with straight side lot lines at right angles to front lot lines, and straight rear lot lines parallel to front lot lines, except where not practicable due to location along a street radius or because of existing natural features or lot lines. Side and rear lot lines that are segmented must not contain cumulative lateral changes in direction that exceed 10 percent of the distance between opposing lot corners, as measured using the process of CDC 05.025.**

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#### J. Supplemental provisions.

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7. Density requirement. Density shall occur at 70 percent or more of the maximum density allowed by the underlying zoning **as calculated per CDC 05.025.**

**a.** These provisions do not apply **to Planned Unit Developments where density is calculated per CDC Chapter 24.** ~~when density is transferred from Type I and II lands as defined in CDC 02.030. Development of Type I or II lands are exempt from these provisions.~~

**b.** **Minimum density calculations per CDC 05.025 that result in** ~~Land divisions of three lots~~ **parcels** or less are also exempt **and can divide into two parcels.**

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## CDC Chapter 99: Procedures for Decision Making: Quasi-Judicial

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## 99.080 Notice

Notice shall be given in the following ways:

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E. Table of notices. The following notice summary identifies the appropriate type of notice for the various land use applications of CDC 99.060:

Land Use Action	Type of Notice
...	
<del>Street Vacations</del>	<del>(per State statute requirements)</del>
...	

## **Attachment 2: City Council Staff Report and Findings**



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# CITY OF West Linn

## STAFF REPORT FOR THE CITY COUNCIL

**FILE NUMBER:** CDC-25-01

**HEARING DATE:** October 14, 2025

**REQUEST:** To consider adoption of text amendments to West Linn Community Development Code Chapters 2, 5, 24, 55, 85, and 99 to update language to be clear and objective for minimum/maximum density calculations, minimum density exemptions, and shape of newly created lots

**APPROVAL CRITERIA:** West Linn Community Development Code (CDC) Chapters 98 and 105

**STAFF REPORT PREPARED BY:** Darren Wyss, Principal Planner

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## GENERAL INFORMATION

**APPLICANT:** City of West Linn

**DESCRIPTION:** The City of West Linn proposes to amend Community Development Code (CDC) Chapters 2, 5, 24, 55, 85, and 99 to update language to be clear and objective code language for minimum/maximum density calculations, minimum density exemptions, and shape of newly created lots

**APPROVAL CRITERIA:** Community Development Code (CDC) Chapter 98 provides administrative procedures for legislative amendments to the Comprehensive Plan and/or Community Development Code. Section 98.100 of the CDC lists the factors upon which a decision shall be based. These are briefly described below and addressed in greater detail in a separate Section of this report:

1. The Statewide Planning Goals and rules adopted under ORS Chapter 197 and other applicable state statutes;
2. Any federal or state statutes or rules found applicable;
3. Applicable plans and rules adopted by Metropolitan Service District (Metro);
4. The applicable Comprehensive Plan policies and map; and,
5. The applicable provisions of implementing ordinances.

**120-DAY RULE:** Not applicable to this legislative action.

**PUBLIC NOTICE:** Legal Notice for the Planning Commission hearing was published in the West Linn Tidings on July 23, 2025 and provided to required public agencies and persons who requested notice in writing on July 24, 2025. Legal Notice for the City Council hearing was published in the West Linn Tidings on October 1, 2025 and provided to required public agencies and persons who requested notice in writing on September 25, 2025.

## **EXECUTIVE SUMMARY**

The 2025 CDC Code Clean Up Amendment project addresses three topics that need attention to meet State clear and objective standards requirements for residential development. The topics were identified by Planning staff and the City Attorney. Based on the discussion of these items, there were areas for improvement in the CDC to make the code more effective in serving community needs.

The three topics include:

1. Maximum and Minimum Density Calculations
  - The CDC currently does not have one location with clear and objective instructions on how maximum and minimum densities are calculated.
  - Updated definitions are also needed to define the terms used in the calculations.
2. Partition Minimum Density Exemption Clarification
  - The CDC section ([CDC 85.200.J\(7\)](#)) as written has been interpreted by applicants to mean if only three parcels are proposed the project is exempt from minimum density requirements regardless of maximum density allowed for the proposal.
3. Shape of Newly Created Lots and Parcels
  - The CDC sections ([CDC 85.200.B\(3\)](#) and [\(6\)](#)) are not clear and objective regarding the preferred lot shape. This has recently led to a variety of creative lot/parcel configurations.

The PC held work sessions in June 2025 and July 2025 to discuss the proposed code amendments, develop revised code language, and bring forward an amendment package for adoption.

The Planning Commission held a public hearing on August 6, 2025 and recommended 6 to 0 for City Council to adopt the amendments as presented.

## **PUBLIC COMMENT**

The Planning Commission received five comments prior to the July 16, 2025, work session regarding a fourth topic (Limited Land Use Decisions), which has been pulled from the proposed amendment package.

## **RECOMMENDATION**

Staff recommend the City Council finds the proposed amendments to meet the necessary approval criteria. Therefore, staff recommends the City Council adopt Ordinance 1763 as recommended by the Planning Commission with one small addition to define how to calculate heritage/significant tree canopy square footage.



## PROJECT BACKGROUND AND PURPOSE

The Planning Commission (PC) recommended prioritizing a code cleanup project on the West Linn Planning Docket in [March 2025](#). City Council (CC) formally set the Docket in [April 2025](#), including the PC recommended prioritization of a code cleanup project, and directed Staff to work with the PC to develop revised code language and bring an amendment package for adoption to the City Council. Staff and the City Attorney identified three topics to cleanup immediately:

1. Maximum and Minimum Density Calculations
  - The CDC currently does not have one location with clear and objective instructions on how maximum and minimum densities are calculated.
  - Updated definitions are also needed to define the terms used in the calculations.
2. Partition Minimum Density Exemption Clarification
  - The CDC section ([CDC 85.200.J\(7\)](#)) as written has been interpreted by applicants to mean if only three parcels are proposed the project is exempt from minimum density requirements regardless of maximum density allowed for the proposal.
3. Shape of Newly Created Lots and Parcels
  - The CDC sections ([CDC 85.200.B\(3\)](#) and [\(6\)](#)) are not clear and objective regarding the preferred lot shape. This has recently led to a variety of creative lot/parcel configurations.

The Planning Commission held two work sessions and a public hearing for the Code Clean Up Project on the following dates:

### PC Work Session June 18, 2025

Initial feedback was provided, and Staff made changes as directed.

[Work Session Video](#)

[Work Session Meeting Materials](#)

[Work Session Meeting Notes](#)

### PC Work Session July 16, 2025

Final feedback was provided, and PC directed Staff to bring the proposed amendments to public hearing.

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[Work Session Meeting Materials](#)

[Work Session Meeting Notes](#)

### PC Public Hearing August 6, 2025

Planning Commission recommended 6 to 0 that Council adopt the proposed amendments.

[Public Hearing Video](#)

[Public Hearing Materials](#)

## [Public Hearing Meeting Notes](#)

### [City Council Work Session September 15, 2025](#)

City Council was provided the opportunity to become familiar with the proposed amendments, get questions answered, and ask for additional information. Staff recommended one small addition to the proposed amendments based on City Attorney advice.

### [Work Session Video](#)

### [Work Session Materials](#)

Below you will find more information regarding the three topics and proposed amendments.

### **Topic #1 – Maximum and Minimum Density Calculations (CDC Chapters 2, 5, 24, 55, and 85)**

The [Metro Urban Growth Management Functional Plan \(UGMFP\) Title 1, Section 3.07.120\(b\)](#) requires cities to have minimum density standards for each zone where dwelling units are permitted. It is common practice for Metro cities to provide the procedures for calculating maximum and minimum densities within the development code to assist property owners/developers when applying for a land division. Many of the south Metro area cities have established code sections including: [City of Tualatin](#), [City of Tigard](#), [City of Milwaukie](#), [City of Oregon City](#), [City of Lake Oswego](#), and [City of Wilsonville](#).

The City of West Linn currently requires achieving a minimum 70 percent density during a land division process, but the CDC does not clearly define how to calculate that minimum density. The lack of clarity and clear and objective language has recently led to some confusion for applicants. Staff proposes to add language to resolve this issue. Middle housing developments and middle housing land divisions would be exempt from the maximum density calculations per state statutes.

The proposed draft CDC amendments include adding new definitions and removing two definitions to CDC Chapter 2, cleaning up language in CDC Chapter 24 to align with new definitions, adding a density calculation section to CDC Chapter 5, and cleaning up language related to density calculations in CDC Chapters 55 and 85 by pointing to the new section in CDC Chapter 5. See the attached draft CDC amendments.

### **Topic #2 – Partition Minimum Density Exemption Clarification (CDC Chapter 85)**

The UGMFP minimum density requirements (see Topic #1) provide an opportunity for cities “to reduce the minimum zoned capacity of a single lot or parcel so long as the reduction has a negligible effect on the city’s or county’s overall minimum zoned residential capacity” ([UGMFP Title 1, Section 3.07.120\(e\)](#)).

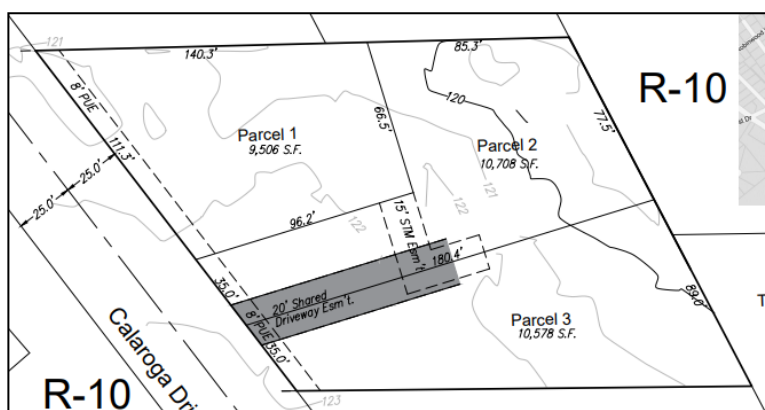
Planning staff have interpreted the following exemption language in [CDC Chapter 85.200.J\(7\)](#) “Land divisions of three lots or less are also exempt” to mean if the 70 percent minimum

Recently, an applicant's attorney challenged the interpretation and asserted the language is not clear and objective. In this case, the impact was negligible (three instead of four lots that will be further split into middle housing). However, if a five-acre property zoned R-7 made the same argument, staff believe the result would be non-compliant with the UGMFP as the maximum density would be 24 lots, the minimum density would be 17 lots (see math below) and the applicant could argue they are exempt if only creating three 1.66-acre lots.

Minimum density =  $24 \times 0.70$  (minimum density requirement) = 16.8, which rounds up to 17

### **Topic #3 – Shape of Newly Created Lots and Parcels (CDC Chapters 2, 5, and 85)**

Recently, two partition applications have been submitted with irregular parcel lines that were unnecessary as the properties could have accommodated square/rectangular parcels. In discussion with the applicants, they invoked the lack of clear and objective language in the code section identified by Planning staff. The proposed amendments should lead to more consistent development patterns by cleaning-up the language and continue to move towards a fully clear and objective CDC that benefits developers, the community, and Planning staff. Here are the two recent application proposals.



**FINDINGS**  
**CITY COUNCIL STAFF REPORT**  
**October 14, 2025**

**APPLICABLE CRITERIA AND COMMISSION FINDINGS**

*West Linn Community Development Code*

*Chapter 98 - Procedures for Decision Making: Legislative*

*CDC 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. 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.*

**Findings:** City Council determined a legislative working group was not necessary and tasked the West Linn Planning Commission to act as the working group at its April 14, 2025, meeting.

*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.*

**Findings:** Planning Commission meetings were held consistent with the procedures above. Staff prepared draft changes and presented relevant technical information as a starting point for discussion. The draft changes evolved in an iterative manner, with staff revising the text as directed and presenting the revised draft for consideration and approval. All meetings were open to the public and streamed live. On July 16, 2025, after two meetings, a consensus on a final recommendation on a proposed Code Clean Up Amendment Package was reached and the Planning Commission directed staff to bring the proposed amendments forward for a legislative public hearing. The final draft was submitted for City Attorney review.

*CDC 98.040 Duties of Director*

*A. The Director shall:*

*1. If appropriate, or if directed by the City Council or Planning Commission in their motion, consolidate several legislative proposals into a single file for consideration;*

**Findings:** The proposal is for one legislative action. Adopting CDC code amendments to provide clear and objective language for Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots.

*2. Upon the initiation of a legislative change, pursuant to this chapter:*

*a. Give notice of the Planning Commission hearing as provided by CDC [98.070](#) and [98.080](#);*

**Findings:** The Planning Commission public hearing was held on August 6, 2025, with the City Council public hearing scheduled for October 14, 2025. Legislative notice was provided as required and documentation can be found in Exhibit CC-3. Notice was provided to the Department of Land Conservation and Development on June 25, 2025, meeting the required 35-day notice timeline. Measure 56 Notice, per ORS 227.186, was not required as part of this proposal.

*b. Prepare a staff report that shall include:*

*1) The facts found relevant to the proposal and found by the Director to be true;*

*2) The Statewide planning goals and rules adopted under Chapter 197 ORS found to be applicable and the reasons why any other goal or rule is not applicable to the proposal except that goals 16 through 19 which are not applicable to the City of West Linn need not be addressed;*

*3) Any federal or State statutes or rules the Director found applicable;*

*4) Metro plans and rules the Director found to be applicable;*

*5) Those portions of the Comprehensive Plan found to be applicable, and if any portion of the plan appears to be reasonably related to the proposals and is not applied, the Director shall explain the reasons why such portions are not applicable;*

*6) Those portions of the implementing ordinances relevant to the proposal, and if the provisions are not considered, the Director shall explain the reasons why such portions of the ordinances were not considered; and*

*7) An analysis relating the facts found to be true by the Director to the applicable criteria and a statement of the alternatives; a recommendation for approval, denial, or approval with modifications; and at the Director's option, an alternative recommendation;*

**Findings:** Relevant facts and associated analysis for applicable Statewide Planning Goals, federal and state statutes and rules, Metro Functional Plan requirements, West Linn Comprehensive Plan goals and

policies, and West Linn Community Development Code criteria are found in the sections of the Staff Report below.

c. *Make the staff report and all case file materials available 10 days prior to the scheduled date of the public hearing under CDC [98.070](#);*

**Findings:** The staff report, proposed amendments, and all other associated project materials were made available on October 2, 2025, twelve days prior to the hearing.

d. *Cause a public hearing to be held pursuant to CDC [98.070](#);*

**Findings:** The West Linn Planning Commission held the first evidentiary public hearing on August 6, 2025, with the West Linn City Council scheduled to hold its public hearing and make a final decision on October 14, 2025.

*CDC 98.100 Standards for Decision*

A. *The recommendation of the Planning Commission and the decision by the City Council shall be based on consideration of the following factors:*

1. *The Statewide planning goals and rules adopted under Chapter 197 ORS and other applicable State statutes;*

*Statewide Planning Goal 1 – Citizen Involvement:*

*This goal outlines the citizen involvement requirement for the adoption of Comprehensive Plans and changes to the Comprehensive Plan and implementing documents.*

**Findings:** The City has a citizen involvement program, which has been acknowledged by the State. This legislative process to review the proposed amendments will require two public hearings (one before the Planning Commission on August 6, 2025, and one before City Council on October 14, 2025) pursuant to CDC Chapter 98.

In developing code amendments to comply with ORS 197A.400 and provide clear and objective language in relation to Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots, the City Council appointed the West Linn Planning Commission to act as the working group. All working group meetings were open to the public. A list of the public work sessions where public feedback could be submitted is found below.

- June 18, 2025 – Planning Commission Work Session 1
- July 16, 2025 – Planning Commission Work Session 2

Information was distributed throughout the process via the website and email. All the aforementioned venues provided the opportunity for gathering feedback and comments.

All Planning Commission work sessions were open to the public and noticed in accordance with City rules and regulations, including direct emails to all neighborhood associations and all persons signed up to receive notice of Planning Commission meetings. All work session materials, including meeting recordings and summaries, were available on the City's website. All the aforementioned venues provided the opportunity for gathering feedback and comments.

As part of the legislative process, public notice requirements for the Planning Commission and City Council public hearings were met (see Exhibit CC-3). The notice was sent to persons who requested notice, affected government agencies, neighborhood associations, and was published in the July 23, 2025, and October 1, 2025, issues of the West Linn Tidings. The notice invited public input and included the phone number of a contact person to answer questions. The notice also included the address of the City's webpage where the draft of the proposal can be viewed.

Statewide Planning Goal 2 – Land Use Planning:

*This goal outlines the land use planning process and policy framework. The Comprehensive Plan was acknowledged by DLCD as being consistent with the statewide planning goals.*

**Findings:**

The City of West Linn has an acknowledged Comprehensive Plan and enabling ordinances. The amendments to the West Linn Community Development Code are being undertaken to ensure compliance with the ORS 197A.400 and to provide clear and objective language in relation to Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots.

The amendments are being processed in accordance with the City's adopted procedures, which requires any applicable statewide planning goals, federal or state statutes or regulations, Metro regulations or plans, comprehensive plan policies, and the City's implementing ordinances be addressed as part of the decision-making process. The amendments are being processed as a post-acknowledgement plan amendment (PAPA). The proposed Code Cleanup Amendment Package will ensure West Linn is in compliance with ORS statutes, the administrative rules, and Oregon Statewide Planning Goals. In addition, the proposed amendments will comply with all other provisions of the administrative rules. All public noticing requirements have been met. All applicable review criteria have been addressed within this staff report; therefore, the requirements of Goal 2 have been met.

Statewide Planning Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces:

*This goal requires the inventory and protection of natural resources, open spaces, historic sites and areas.*

**Findings:** The City is currently in compliance with the State's Goal 5 program and Metro's Title 13: Nature in Neighborhoods program, which implements Goal 5. The amendments do not alter the City's acknowledged Goal 5 inventories or associated land use programs. No changes will occur to current natural resource protections. As a result, the amendments are in compliance with Goal 5 process requirements.

Statewide Planning Goal 6 – Air, Water, and Land Resource Quality:

*To maintain and improve the quality of air, water, and land resources of the state.*

**Findings:** The City is currently in compliance with Metro's Title 3: Water Quality and Flood Management program, which implements Goal 6. The amendments do not alter the City's acknowledged land use programs regarding water quality. The amendments are consistent with Goal 6.

Statewide Planning Goal 7 – Areas Subject to Natural Hazards:

*To protect people and property from natural hazards.*

**Findings:** The City is currently in compliance with Goal 7 and Metro’s Title 3: Water Quality and Flood Management program. No changes will occur to city programs related to flood management or other natural hazards. The amendments are consistent with Goal 7.

Statewide Planning Goal 8 – Recreational Needs:

*This goal requires the satisfaction of the recreational needs of the citizens of the state and visitors.*

**Findings:** The proposed amendments do not address or alter any City recreational programs or land use requirements related to parks and recreation. The amendments are in compliance with Goal 8.

Statewide Planning Goal 9 – Economic Development:

*To provide adequate opportunities for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.*

**Findings:** The City is currently in compliance with Goal 9 and Metro’s Title 4: Industrial and Other Employment Areas. The amendments do not alter the City’s compliance with Goal 9.

Statewide Planning Goal 10 – Housing:

*To provide adequate housing for the needs of the community, region and state.*

**Findings:** The City is currently in compliance with Goal 10 and the Metropolitan Housing Rule (OAR 660-007/Division 7), and Metro’s Title 1: Housing Capacity. The City adopted a Housing Capacity Analysis in compliance with HB2003 (2019) in October 2023 and adopted the required follow-up Housing Production Strategy in May 2025. No changes to permitted residential uses are proposed. The amendments do not alter the City’s compliance with Goal 10. The amendments seek to comply with ORS 197A.400 and update language to be clear and objective and maintain compliance with Metro Title 1 density requirements. The amendments are consistent with this goal.

Statewide Planning Goal 11 – Public Facilities and Services:

*To plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as framework for urban and rural development.*

**Findings:** The City is currently in compliance with Goal 11 through its acknowledged Comprehensive Plan. This includes an adopted Public Facility Plan as required by Oregon Revised Statute 197.712 and Oregon Administrative Rule 660-011. The Public Facility Plan shows the City’s water, sanitary sewer, transportation, and stormwater facilities have adequate capacity to service future development in the community. The amendments do not alter the City’s compliance with Goal 11 and are consistent with this goal.

Statewide Planning Goal 12 – Transportation:

*To provide and encourage a safe, convenient, and economic transportation system.*

**Findings:** The City is currently in compliance with Goal 12 and Metro’s Regional Transportation Plan through its acknowledged Comprehensive Plan and TSP as required by Oregon Administrative Rule 660-



**012 (Transportation Planning Rule).** The proposed amendments do not alter the City's compliance with Goal 12.

Statewide Planning Goal 13 – Energy Conservation:

*Land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based on sound economic principles.*

**Findings:** The City is currently in compliance with Goal 13 through its acknowledged Comprehensive Plan. The amendments do not alter the City's compliance with Goal 13 and are consistent with this goal.

Statewide Planning Goal 14 – Urbanization:

*To provide for orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.*

**Findings:** The City is currently in compliance with Goal 14 and Metro's Title 11: Planning for New Urban Areas through its acknowledged Comprehensive Plan and land use regulations. The City also has a signed Urban Growth Management Agreement with Clackamas County as required by ORS 195.065. The amendments do not alter the City's compliance with Goal 14 and are consistent with this goal.

Statewide Planning Goal 15 – Willamette River Greenway:

*To provide for keeping the land green along the banks of the river and providing for recreation access.*

**Findings:** The City is currently in compliance with Goal 15 through its acknowledged Comprehensive Plan and land use regulations. The amendments do not alter the City's compliance with Goal 15 and are consistent with this goal.

**Conclusion:** Based on the analysis above, the Commission finds the proposed amendments are consistent with applicable Statewide Planning Goals.

2. Any federal or State statutes or rules found applicable;

*Oregon Revised Statutes 197A.400*

**Findings:** The proposed Code Cleanup Amendment Package brings the City of West Linn into compliance with ORS 197A.400 by updating code language for Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots to be clear and objective.

**Conclusion:** Based on the analysis above, the Commission finds the proposed amendments are consistent with applicable federal or state statutes or rules.

3. Applicable plans and rules adopted by the Metropolitan Service District;

The Metro Urban Growth Management Functional Plan

**Findings:** The purpose of the Metro Urban Growth Management Functional Plan (UGMFP) is to implement regional goals and objectives, including the Metro 2040 Growth Concept and Regional

Framework Plan. The City is currently in compliance with the UGMFP, and the proposed amendments do not conflict with any goals, policies, or regulations adopted into the UGMFP. The proposed amendments will make minimum/maximum density regulations clear and objective, thus continued compliance with UGMFP Title 1 minimum density requirements.

The proposed amendments do not result in a reduction of zoned housing capacity, unless the reduction is permitted by UGMFP 3.07.120 (reducing minimum density from 3 parcels to 2 parcels as part of a minor partition application (67 percent)). The existing minimum density allowance of 70 percent of maximum density was adopted by the City in February 1998, prior to the 80 percent requirement in UGMFP 3.07.120(b) if a minimum density was not adopted by March 16, 2021.

**Conclusion:** Based on the analysis above, the Commission finds the proposed amendments are consistent with applicable plans and rules adopted by Metro.

4. *The applicable Comprehensive Plan policies and map;*

Goal 1: Citizen Involvement

*Policy 2. Support neighborhood associations as a forum for discussion and advice on issues affecting the community.*

**Findings:** A copy of the agenda was sent to the president of all eleven recognized neighborhood associations for both Planning Commission work sessions. A public hearing notice was sent to all 11 recognized neighborhood associations for the August 6, 2025, Planning Commission public hearing, as well as the City Council public hearing scheduled for October 14, 2025. Each president had the opportunity to relay information back to the associations for feedback and comment. Meeting agendas and materials were available for review and comment on the City's website.

*Policy 3. Encourage individuals to organize and work in groups to develop recommended programs or position on various issues.*

**Findings:** The City Council appointed the Planning Commission as the working group for the project. All work sessions were open to the public for feedback and comment. After two work sessions, the Planning Commission on July 16, 2025, directed staff to schedule a public hearing for its proposed Code Cleanup Amendment Package.

*Policy 4. Provide timely and adequate notice of proposed land use matters to the public to ensure that all citizens have an opportunity to be heard on issues and actions that affect them.*

**Findings:** As part of the legislative process, public notice of the Planning Commission and City Council public hearings was sent to persons who requested notice, affected government agencies, neighborhood associations, and was published in the July 23, 2025 and October 1, 2025, issue of the West Linn Tidings. The notice invited public input and included the phone number of a contact person to answer questions. The notice also included the address of the City's webpage where the entire draft of the proposed amendment could be viewed.

A copy of the agenda was sent to the president of all eleven recognized neighborhood associations for both Planning Commission work sessions. Each president had the opportunity to relay information back to the associations for feedback and comment. All work session materials, including meeting recordings

and summaries, were available throughout the process on the City's website. All the venues provided the opportunity for gathering feedback and comments.

*Policy 5. Communicate with citizens through a variety of print and broadcast media early in and throughout the decision-making process.*

**Findings:** Information was distributed throughout the process via the website and email. All the venues provided the opportunity for gathering feedback and comments.

In developing code amendments, the City Council appointed the West Linn Planning Commission to act as the working group. Both working group meetings were open to the public. A list of the public work sessions where public feedback could be submitted is listed below.

- June 18, 2025 – Planning Commission Work Session 1
- July 16, 2025 – Planning Commission Work Session 2

All Planning Commission work sessions were open to the public and noticed in accordance with City rules and regulations, including direct emails to all neighborhood associations and all persons signed up to receive notice of Planning Commission meetings. All work session materials, including meeting recordings and summaries, were available on the City's website.

As part of the legislative process, public notice requirements for the Planning Commission and City Council public hearings were met (see Exhibit PC-3). The notice was sent to persons who requested notice, affected government agencies, neighborhood associations, and was published in the July 23, 2025 and October 1, 2025, issue of the West Linn Tidings. The notice invited public input and included the phone number of a contact person to answer questions. The notice also included the address of the City's webpage where the draft of the proposal can be viewed.

#### Goal 2: Land Use Planning

##### *Section 1: Residential Development*

*Goal 1: Maintain land use and zoning policies that continue to provide for a variety of living environments and densities within city limits.*

**Findings:** The State of Oregon has adopted state statute (ORS 197A.400) requiring clear and objective standards for residential development. The proposed amendments will update code language to be clear and objective for Minimum/Maximum Density Requirements, Minimum Density Exemptions, and Shape of Newly Created Lots. The proposed amendments will continue to provide for a variety of living environments and densities within city limits.

##### *Section 5: Intergovernmental Coordination*

*Goal 1. Provide a coordinated approach to problems that transcend local government boundaries.*

**Findings:** The State of Oregon has adopted state statute (ORS 197A.400) requiring clear and objective standards for residential development. The Metro UGMFP requires cities to achieve a minimum density for residentially zoned land. The proposed amendments will update code language to be clear and objective for Minimum/Maximum Density Requirements, Minimum Density Exemptions, and Shape of Newly Created Lots. The proposed amendments will continue a coordinated approach to effectively and efficiently using land within the Metro Urban Growth Boundary.

*Section 5: Intergovernmental Coordination*

*Policy 1. Maintain effective coordination with other local governments, special districts, state and federal agencies, Metro, the West Linn-Wilsonville School District, and other governmental and quasi-public organizations.*

**Findings:** Notice was sent to Department of Land Conservation and Development, Metro, Clackamas County, ODOT, TriMet, Lake Oswego, Oregon City, Stafford-Tualatin CPO, West Linn Chamber of Commerce, and all West Linn Neighborhood Associations. They were provided the opportunity to review and comment on the amendments proposed for adoption.

*Goal 5: Open Spaces, Scenic and Historic Areas & Natural Resources*

*Goal 6: Air, Water & Land Resources Quality*

*Goal 7: Areas Subject to Natural Disasters and Hazards*

*Goal 8: Parks and Recreation*

*Goal 9: Economic Development*

**Findings:** None of the goals or policies under Goals 5 to 9 apply to this application.

*Goal 10: Housing*

*Policy 2. Ensure the Comprehensive Plan and Community Development Code is consistent with federal, state, and regional housing rules and policies.*

**Findings:** The City is currently in compliance with Goal 10 and the Metropolitan Housing Rule (OAR 660-007/Division 7), and Metro's Title 1: Housing Capacity. The City adopted a Housing Capacity Analysis in compliance with HB2003 (2019) in October 2023 and the required follow-up Housing Production Strategy in May 2025. No changes to permitted residential uses are proposed. The amendments seek to comply with ORS 197A.400 and update language to be clear and objective and maintain compliance with Metro Title 1 density requirements. The amendments are consistent with this policy.

*Policy 10. Adhere to clear and objective standards to promote timely and predictable plan review.*

**Findings:** The proposed Code Cleanup Amendment Package will update code language to be clear and objective for Minimum/Maximum Density Requirements, Minimum Density Exemptions, and Shape of Newly Created Lots. The updates will further help promote timely and predictable plan review by eliminating alternate interpretations of code requirements. The amendments are consistent with this policy.

*Goal 11: Public Facilities and Services*

*Goal 12: Transportation*

*Goal 13: Energy Conservation*

*Goal 14: Urbanization*

*Goal 15: Willamette River Greenway*

**Findings:** None of the goals or policies under Goals 11-15 apply to this application.

**Conclusion:** Based on the analysis above, the Council finds the proposed amendments are consistent with applicable West Linn Comprehensive Plan policies and map.

5. *The applicable provisions of the implementing ordinance.*

Chapter 105 – Amendments to the Code and Map

*CDC 105.030 Legislative Amendments to this Code and Map*

*Legislative amendments to this code and to the map shall be in accordance with the procedures and standards set forth in Chapter 98 CDC.*

**Findings:** The legislative process is being carried out in conformance with CDC Chapter 98 per Findings found in this Staff Report.

**Conclusion:** Based on the analysis above, the Council finds the proposed amendment is consistent with applicable provisions of the implementing ordinance.

## **EXHIBIT CC-1: PLANNING COMMISSION TRANSMITTAL LETTER TO CITY COUNCIL**

## Memorandum

Date: August 7, 2025  
To: West Linn City Council  
From: West Linn Planning Commission  
Subject: CDC-25-01 Recommendation –2025 CDC Cleanup Amendment Package

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The Planning Commission held a legislative public hearing on August 6, 2025, for the purpose of making a recommendation to the City Council on adoption of a proposed Code Cleanup Amendment Package.

In April 2025, the City Council directed the Planning Commission to work with Planning staff to recommend a code cleanup amendment package. Staff and the City Attorney brought three topics to the Commission for discussion in June and July 2025. The Commission directed staff to bring forward the proposed amendments into the legislative process. The proposed amendments will provide clear and objective standards for minimum/maximum density calculations, minimum density exemptions, and shape of newly created lots.

After conducting the public hearing, the Commission deliberated and voted six (6) to zero (0) to recommend City Council adopt the proposal as presented.

Respectfully,



Joel Metlen  
Chair, West Linn Planning Commission

## **EXHIBIT CC-2: AFFIDAVIT AND NOTICE PACKET**



**AFFIDAVIT OF NOTICE  
LEGISLATIVE DECISION**

We, the undersigned, certify that, in the interest of the party (parties) initiating a proposed legislative change, the following took place on the dates indicated below:

**PROJECT**

File No.: **CDC-25-01**

Project: **Density Code Amendments**

Planning Commission Hearing: **August 6, 2025**

City Council Hearing: **October 13, 2025**

**MAILED NOTICE**

Notice of Upcoming Planning Commission and City Council Hearings was mailed at least 10 days before the Planning Commission and City Council hearings, per Section 98.070 and 98.080 of the Community Development Code to:

<b>ODOT</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>METRO</b>	By email	<i>Lynn Schroder</i>
<b>TRIMET</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>Clackamas County Planning Department</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>City of Oregon City</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>City of Lake Oswego</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>All Neighborhood Associations</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>Stafford-Tualatin CPO</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>West Linn-Wilsonville SD</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>West Linn Chamber of Commerce</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>Director, Dept. of Land Conservation and Development</b>	<b>06/25/25</b>	<i>Darren S. Wyss</i>

**EMAILED NOTICE**

Notice of Upcoming Planning Commission and Council hearings was emailed at least 10 days before the decision date to:

<b>All Neighborhood Association</b>	<b>07/18/25</b>	<i>Lynn Schroder</i>
<b>Persons Requesting Notification -PC agenda distribution list</b>	<b>07/18/25</b>	<b>Persons Requesting Notification</b>

**WEBSITE**

Notice of upcoming Planning Commission and City Council hearings posted on City's website 20 days before the hearings, per CDC Section 98.070.C.6.

<b>07/17/25</b>	<i>Lynn Schroder</i>
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**TIDINGS**

Notice of the Planning Commission and City Council hearings was posted in the West Linn Tidings at least 10 days before the Planning Commission hearing, per Section 98.070 and 98.080 of the CDC.

<b>07/23/25</b>	<i>Lynn Schroder</i>
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**PLANNING COMMISSION STAFF REPORT**

The proposed amendments and staff report were posted on the website and provided to Planning Commissioners at least 10 days before the hearing, per Section 98.040 of the CDC.

<b>07/24/25</b>	<i>Darren S. Wyss</i>
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**MAILED NOTICE**

Notice of Upcoming City Council Hearings was mailed at least 10 days before the City Council hearings, per Section 98.070 and 98.080 of the Community Development Code to:

ODOT	09/25/24	<i>Lynn Schroder</i>
METRO	By email	<i>Lynn Schroder</i>
TRIMET	09/25/24	<i>Lynn Schroder</i>
Clackamas County Planning Department	09/25/24	<i>Lynn Schroder</i>
City of Oregon City	09/25/24	<i>Lynn Schroder</i>
City of Lake Oswego	09/25/24	<i>Lynn Schroder</i>
All Neighborhood Associations	09/25/24	<i>Lynn Schroder</i>
Stafford-Tualatin CPO	09/25/24	<i>Lynn Schroder</i>
West Linn-Wilsonville SD	09/25/24	<i>Lynn Schroder</i>
West Linn Chamber of Commerce	09/25/24	<i>Lynn Schroder</i>
Dept. of Land Conservation and Development, Plan Amendment	09/25/24	<i>Lynn Schroder</i>
Dept. of Land Conservation and Development, Kelly Reid	09/25/25	<i>Lynn Schroder</i>
ODOT Development Review	09/25/25	<i>Lynn Schroder</i>
ODOT Salem	09/25/25	<i>Lynn Schroder</i>

**EMAILED NOTICE**

Notice of Upcoming Council hearings was emailed at least 10 days before the decision date to:

All Neighborhood Association	09/25/24	<i>Lynn Schroder</i>
Persons Requesting Notification -PC agenda distribution list	09/25/24	<i>Lynn Schroder</i>
Metro land use notification email	09/25/25	<i>Lynn Schroder</i>
Stafford Tualatin CPO email	09/25/25	<i>Lynn Schroder</i>

**WEBSITE**

Notice of upcoming City Council hearings posted on City's website 20 days before the hearings, per CDC Section 98.070.C.6.

09/25/24	<i>Lynn Schroder</i>
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**TIDINGS**

Notice of the City Council hearings was posted in the West Linn Tidings at least 10 days before the Planning Commission hearing, per Section 98.070 and 98.080 of the CDC.

10/1/25	<i>Lynn Schroder</i>
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**CITY COUNCIL STAFF REPORT**

The proposed amendments and staff report were posted on the website and available at least 10 days before the hearing, per Section 98.040 of the CDC.

10/2/2025	<i>Darren S. Wyss</i>
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**FINAL DECISION**

A Notice of Final Decision was mailed to the Department of Land Conservation and Development and persons who participated in the proceedings or otherwise requested such notice no later than 5 working days after the final decision per Section 98.140 of the CDC.

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**CITY OF WEST LINN  
PUBLIC HEARING NOTICE  
CDC-25-01**

**TO ADOPT TEXT AMENDMENTS TO THE WEST LINN COMMUNITY DEVELOPMENT CODE  
CHAPTERS 2, 5, 24, 55, 85, AND 99 IN ORDER TO UPDATE LANGUAGE TO BE CLEAR AND OBJECTIVE  
FOR MINIMUM/MAXIMUM DENSITY CALCULATIONS, MINIMUM DENSITY EXEMPTIONS, AND SHAPE  
OF NEWLY CREATED LOTS**

The West Linn City Council will hold a hybrid public hearing on **Tuesday, October 14, 2025, at 6:00pm** in the Council Chambers of City Hall, 22500 Salamo Road, West Linn, to consider adopting text amendments to West Linn Community Development Code Chapters 2, 5, 24, 55, 85, and 99. The purpose of the amendments is to update language for Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots to be clear and objective as required by Oregon Revised Statute.

At least 10 days before the hearing, a copy of the proposed amendments and associated staff report will be available for inspection at no cost at City Hall and on the City website <https://westlinnoregon.gov/projects>. Alternately, copies may be obtained for a minimal charge per page.

The hybrid hearing will be conducted in accordance with the rules of CDC Chapters 98 and 105. The public can attend in person or watch the meeting online at <https://westlinnoregon.gov/meetings> or Cable Channel 30.

The Council will receive a staff presentation and invite oral and written testimony at public hearings. Council may continue the public hearing to another meeting to obtain additional information, leave the record open, or close the public hearing and take action on the proposed amendments as provided by state law.

Anyone wishing to present written testimony for consideration should submit all materials before 12:00 pm on the meeting day or in-person at the hearing. People interested in party status must establish standing by submitting oral or written testimony before or at the public hearings. Written comments may be submitted to [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov). Failure to raise an issue in person or by letter before the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.

To participate remotely during the meeting, please complete the form at: <https://westlinnoregon.gov/citycouncil/meeting-request-speak-signup> by 4:00 pm on the meeting day. Staff will email a Webex invitation before the meeting. If you do not have email access, please call 503-742-6061 for assistance 24 hours before the meeting. If you require special assistance under the Americans with Disabilities Act, please call City Hall 48 hours before the meeting date 503-657-0331.

For further information, please contact Darren Wyss, Principal Planner, at City Hall, 22500 Salamo Road, West Linn, OR 97068, (503)742-6064 or [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov).

Publish: West Linn Tidings, October 1, 2025

**CITY OF WEST LINN  
PUBLIC HEARING NOTICE  
CDC-25-01**

**TO ADOPT TEXT AMENDMENTS TO THE WEST LINN COMMUNITY DEVELOPMENT CODE  
CHAPTERS 2, 5, 24, 55, 85, AND 99 IN ORDER TO UPDATE LANGUAGE TO BE CLEAR AND OBJECTIVE  
FOR MINIMUM/MAXIMUM DENSITY CALCULATIONS, MINIMUM DENSITY EXEMPTIONS, AND SHAPE  
OF NEWLY CREATED LOTS**

The West Linn Planning Commission will hold a hybrid public hearing on **Wednesday, August 6, 2025 at 6:00pm** in the Council Chambers of City Hall, 22500 Salamo Road, West Linn, to consider adopting text amendments to West Linn Community Development Code Chapters 2, 5, 24, 55, 85, and 99. The purpose of the amendments is to update language for Minimum/Maximum Density Calculations, Minimum Density Exemptions, and Shape of Newly Created Lots to be clear and objective as required by Oregon Revised Statute.

Following the Planning Commission hearing, the Commission will make a recommendation to the City Council. The Council will make a final decision regarding the Commission recommendation following its own hybrid public hearing on **Monday, October 13, 2025 at 6:00pm** in the Council Chambers of City Hall.

At least 10 days before the hearings, a copy of the proposed amendments and associated staff report will be available for inspection at no cost at City Hall and on the City website <https://westlinnoregon.gov/projects>. Alternately, copies may be obtained for a minimal charge per page.

The hybrid hearings will be conducted in accordance with the rules of CDC Chapters 98 and 105. The public can attend in person or watch the meeting online at <https://westlinnoregon.gov/meetings> or Cable Channel 30.

The Commission and Council will receive a staff presentation and invite oral and written testimony at public hearings. The Body may continue the public hearing to another meeting to obtain additional information, leave the record open, or close the public hearing and take action on the proposed amendments as provided by state law.

Anyone wishing to present written testimony for consideration should submit all materials before 12:00 pm on the meeting day or in-person at the hearing. Persons interested in party status must establish standing by submitting oral or written testimony before or at the public hearings. Written comments may be submitted to [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov). Failure to raise an issue in person or by letter before the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.

To participate remotely during the meeting, please complete the form at: <https://westlinnoregon.gov/citycouncil/meeting-request-speak-signup> by 4:00 pm on the meeting day. Staff will email a Webex invitation before the meeting. If you do not have email access, please call 503-742-6061 for assistance 24 hours before the meeting. If you require special assistance under the Americans with Disabilities Act, please call City Hall 48 hours before the meeting date 503-657-0331.

For further information, please contact Darren Wyss, Planning Manager, at City Hall, 22500 Salamo Road, West Linn, OR 97068, (503)742-6064 or [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov).

Publish: West Linn Tidings, July 23, 2025