



Memorandum

Date: January 25, 2012

To: Chris Jordan, City Manager

From: John Sonnen, Planning Director

Subject: Planning Department long-range work program for 2012

Purpose

The purpose of the City Council work session on February 6, 2012 is to consider the proposed Highway 43/Willamette Falls Drive Vision in context with other ongoing and proposed planning projects. The intent is to inform the City Council's goal setting. Following goal setting, staff will seek Council's direction regarding their priorities for the department's 2012 work program.

Background

Highway 43/Willamette Falls Drive Concept Vision. On November 21, 2011, the project team presented a concept vision and related information produced during Phase I of the Highway 43/Willamette Falls Drive corridor project to the City Council. The Council decided to defer the decision of whether to pursue all or part of the concept vision to goal setting. A previously distributed chart identifying the vision components and potential implementation approaches is attached (Attachment 1). The concept vision and related materials distributed for the November 21 work session are available at http://westlinn.granicus.com/MetaViewer.php?view_id=2&clip_id=173&meta_id=7875 or from Kathy Mollusky. Additional vision documents are available at <http://westlinnoregon.gov/vision/help-shape-vision>.

Potential projects for 2012. Attachment 2 lists the components of the Highway 43/Willamette Falls Drive Vision (highlighted in yellow) along with other mandated, ongoing and proposed projects for 2012. The Planning Commission and Historic Review Board have reviewed these projects. Their recommendations are noted in the recommendation column of Attachment 2.

Other Issues

Staff capacity. The planning staff consists of a director and five planners. Typically, the bulk of staffs' time is consumed by current planning (e.g., processing applications for conditional uses, design review, historic review, subdivisions, appeals, and lot line adjustments); staffing standing committees (i.e., the Planning Commission, Historic Review Board, Sustainability Advisory Board and Historic Willamette Main Street); participating in Metro committees; code enforcement; responding to citizen requests; and administration.

If the current planning workload remains about the same as it was in 2011, the department should have approximately 2.8 FTE planners available to work on long-range planning projects in 2012 (i.e., Chris Kerr - .7; Sara Javoronok - .7; Zach Pelz - .7; Peter Spir - .3; Tom Soppe - .1; and John Sonnen - .3). However, if there is an up-tick in development activity as a result of the improving economy staff will have less time devote to long-range planning.

Funding. The Planning Department budget includes approximately \$80,000 for consultant services that can be applied to one or more desired projects. In addition, if the City is successful in obtaining a state grant to fund an update of the Transportation System Plan in mid-2012, most of the transportation related components of the Highway 43/Willamette Falls Drive vision (listed in Attachment 1 at the bottom of the first page) can be addressed through that effort.

In addition, the Parks Department has approximately \$200,000 that can be applied to the proposed esplanade along the Willamette River (see page 20 of the concept vision). These funds could potentially be supplemented with a grant if the necessary easements are secured.

Potentially, a portion of the proceeds of the sale of a house the City acquired from US Department of Housing and Urban Development could be applied to desired projects.

Options:

1. During goal setting, consider the Highway 43/Willamette Falls Drive Vision in context with other potential projects competing for staff time and resources and decide whether to proceed with all or part of the vision and identify your priorities.
2. Do not proceed with the concept vision as proposed.

Recommendation: Staff recommends Option 1.

- Attachments:**
1. Highway 43/Willamette Falls Drive Vision Implementation Possibilities
 2. Proposed long-range planning projects for 2012

ATTACHMENT 1

POSSIBLE IMPLEMENTATION APPROACH FOR THE HIGHWAY 43/WILLAMETTE FALLS DRIVE CONCEPT VISION (PHASE II)

Concept Vision Component	Support at Workshop	Possible Next Steps	Rough Cost /Staffing	Recommendation	Priority	Council Direction	
						Yes/No	Priority
<p>Centers (Concept Vision, page 8- Attachment 1 in the November 21 packet)</p> <ul style="list-style-type: none"> Willamette Center (see Concept Vision, page 9) 	70 Yes/6 No	A plan to provide for appropriate infill development and coordinated streetscape amenities to enhance the commercial area as a destination, tie the old and new areas together, address traffic issues, and potentially provide for housing within walking distance of the commercial area could be accomplished with comprehensive plan, zoning code and Transportation System Plan (TSP) amendments and new design guidelines. Alternatively, an analysis could be done using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development and public spaces prior to amending the comprehensive plan and code.	\$30,000- \$80,000 plus 1 FTE staff	Start in 2013-2014 depending on available resources.	Staff -6 PC -6		
<ul style="list-style-type: none"> Arch Bridge Center (see Concept Vision, page 10) 	67 Yes/16 No	This area has the potential for the most dramatic positive change in the corridor, largely due to its transportation accessibility (particularly if high capacity transit becomes available) and proximity to the river and Oregon City. It has potential to accommodate employment and higher density housing, if desired. It should be planned in conjunction with the TSP and with consideration of planning for the former Blue Heron site across the river. The plan for this area would set the eastern alignment for the esplanade. Potential redevelopment of the Arch Bridge area is best explored through an alternatives analysis using renderings or computer simulations to identify potential street modifications, the location, scale and character of infill development and public spaces. A public process would be used to test the desirability and feasibility of the alternatives. This effort would yield a master plan that would provide the basis for amending the comprehensive plan, zoning code and drafting design guidelines.	\$80,000 - \$100,000 plus .5 FTE staff (\$156,000 if combined with Bolton)	Start in 2012 . Plan for the Arch Bridge and Bolton area together.	Staff -1 PC- 2		
<ul style="list-style-type: none"> Bolton Center (see Concept Vision, page 11) 	75 Yes /6 No	A plan to provide for appropriate infill development and streetscape amenities could be accomplished with comprehensive plan, zoning code and TSP amendments and new design guidelines. Alternatively, an analysis could be done using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development, public spaces, and streetscape improvements. In that case, comprehensive plan and zoning code amendments and design guidelines would follow.	\$30,000 - \$80,000 plus .5- 1 FTE staff				
<ul style="list-style-type: none"> Robinwood Center (see Concept Vision, page 12) 	74 Yes/11 No	This area is undergoing change. Planning now would allow the community to shape the development that is likely to occur in the commercial area with the addition of Wal-Mart. Minimally, design guidelines and zoning code refinements should be prepared to ensure that short term development is of a type and character supported by the community and compatible with an ultimate center plan. This area would also benefit from a master plan derived through an alternatives analysis using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development, public spaces, streetscape improvements and a gateway to West Linn. This work is best done in coordination with the TSP update. Comprehensive plan and zoning code amendments and design guidelines would follow.	-\$35,000 plus .4 FTE staff for interim fixes; -\$80,000 for a center plan	PC: Proceed with both the Robinwood and Arch Bridge projects in 2012 . If that's not possible start with Robinwood. Staff: In 2012 , refine the zoning code and develop commercial design guidelines. Determine if there is local/commercial property owner support for planning for a center. If so, proceed as funding permits.	Staff -2 PC -1		
<p>Transportation improvements Complete streets (page 13)</p> <ul style="list-style-type: none"> Mobility and destination street designations that give higher priority to pedestrians and bicyclists in centers and improve traffic flow on Highway 43 and Willamette Falls Drive outside of centers. Mobility segments (see Concept Vision, page 14) Destination segments (see Concept Vision, page 16) 	<p>Average: 59 Yes/15 No</p> <p>64 Yes/13 No</p>	The transportation related components of the concept vision could be addressed through the update of the TSP expected to be undertaken in 2012-2013. The TSP update would involve a design process to create and evaluate alternatives with the public and to ensure that each element could be accommodated in context. (The City sought but did not receive a grant to perform a TSP update in 2011, reportedly due to a state funding shortfall. Staff intends to reapply during upcoming funding cycle. Grant awards will be made in July, 2012).	\$100,000 and .3 FTE staff	Start in mid-2012 as part of the TSP update. (The TSP update is defacto #1 because the City has to do it, but it needs to be informed by the center plans)	Staff -5 PC -4 (one PC member thinks it should be 1)		

Concept Vision Component	Support at Workshop	Possible Next Steps	Rough Cost /Staffing	Recommendation	Priority	Council Direction	
						Yes/No	Priority
<ul style="list-style-type: none"> ○ Protected bikeways (see Concept Vision, page 18) <ul style="list-style-type: none"> - Highway 43 - Willamette Falls Drive 	79 Yes/10 No 73 Yes/14 No						
○ Safe pedestrian crossings in key locations							
○ Transit improvements - improved stops and service							
Riverfront improvements along Willamette Falls Drive section <ul style="list-style-type: none"> ○ Esplanade (see Concept Vision, page 20) 	78 Yes/9 No	In coordination with the TSP and Master Trail Plan and building upon the 2005 Willamette River Trail Plan, staff and consultants would refine the esplanade concept. We would explore with representatives from the mill, PGE, and the future Blue Heron owners the possibility of eventual access through their properties, test the desirability and feasibility of various alignments and access points, and work with the community to decide on the alignment. The eastern alignment would be coordinated with the Arch Bridge Center Plan. The Phase II product could be a typical esplanade cross section and alignment and identification of key trail features/view points to guide acquisition of easements. Design could wait until implementation was pending. The Parks Department currently has approximately \$200,000 set aside for a riverfront trail in this area. These funds could potentially be supplemented with grant funds if easements are secured.	.3 FTE. and \$25,000	In 2012 , secure an appropriate easement for the esplanade through the Blue Heron site and the adjacent West Linn Paper parcels. Establish the esplanade alignment and secure other needed easements as possible and finalize the design when funding for implementation is available.	Staff -3 PC -3		
○ Blue Heron site (see Concept Vision, page 21)		Comprehensive plan and zoning code amendments could be done to establish appropriate zoning for the Blue Heron site and potentially adjacent properties that provides for an acceptable range of uses and prohibits undesirable uses.	.3 FTE	In 2012 , rezone the Blue Heron site and adjacent property as appropriate.	Staff -4 PC -5		
○ Potential overlooks along Willamette Falls Drive (i.e., at the recycling center and/or bus garage).		Evaluate the potential of reuse of the recycling center and discuss options for the bus garage with the property owners. Develop site plans as appropriate.	?	Coordinate with esplanade planning	Staff -7 PC -7		

PROJECT	PROPONENT	PROJECT DESCRIPTION	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
Projects Currently Mandated/Underway						
MANDATORY PROJECTS						
1. Update the Transportation System Plan	Metro requirement. Workshop support: Mobility segments: 59 Yes/15 No Destination segments: 64 Yes/13 No. Protected bikeways: Highway 43: 79 Yes/10 No WFD: 73 Yes/14 No	Amend the City's Transportation System plan (TSP) in conformance with Regional Transportation Plan (RTP). Also address Highway 43/Willamette Falls Drive (WFD) vision components : Complete streets with mobility and destination street designations that give higher priority to pedestrians and bicyclists in centers and improve traffic flow on Highway 43 and Willamette Falls Drive outside of centers; protected bikeways; safe pedestrian crossings in key locations; and improved transit stops and service.	The City is required to amend the TSP to implement Metro's RTP by December 2012. This project would be performed by public works and planning staff with consultants. Staff scoped the project and sought a State TGM Grant in March 2011 to help fund the project. The grant was denied due to state funding shortfall. Staff intends to reapply for a TGM grant in March 2012.	.4 FTE	PC: Retain on docket; complete streets are a high priority Staff: Retain on docket. Apply for a grant and proceed with the project when it's funded.	
2. Parking management program for the Willamette Commercial area	Council	Prepare a parking management program for the Willamette Commercial area. The purpose of the program would be to explore short, mid and long-term actions to manage existing parking, help accommodate infill development, make the area more walkable, and reduce the need for additional parking in the study area.	The City Council committed to preparing a parking management program for the Willamette Commercial area in exchange for a state funded roundabout feasibility study at 10 th Street and Willamette Falls Drive. The parking management study has to be completed by August 2013.	.2 FTE	Staff: Add to docket.	
DISCRETIONARY PROJECTS						
3. Residential infill/PUD update	Planning Commission	Amend the CDC to provide for infill housing on small, infill properties that is compatible with the surrounding area. Amend the PUD regulations to coordinate with other applicable regulations, remove obsolete and ineffective provisions, clarify confusing and contradictory provisions, and facilitate appropriate development. Identify and implement ways to improve the design and minimize the adverse impacts of flag lots.	Since the city is largely built out, infill and redevelopment will be dominate forms of development in the future. The PUD chapter is outdated. It was not designed to provide for the small scale development likely to occur in the future. In addition, it is not coordinated with related code provisions. The project is on hold due to staff reassignment. (70% complete)	.3 FTE	Staff: Retain on docket.	

PROJECT	PROPONENT	PROJECT DESCRIPTION	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
4. Evaluate and refine the Water Resource Area (WRA) regulations (Chapter 32)	Planning Commission	Determine if the WRA regulations are working as intended. Amend as warranted to provide consistency with riparian Habitat Conservation Areas and improve the clarity of language and diagrams (e.g., regarding hardship, disturbed area and applicability). Identify possible changes that would protect the functions of the resources, at least to the degree provided by current regulations, while minimizing unnecessary impediments for appropriate development. Establish a mitigation fund to provide for offsite mitigation when it's not possible on site.	The project is underway. Draft amendments are expected in the Spring of 2012. (45% complete) .	.3 FTE	Staff: Retain on docket.	
5. Willamette Historic District code update – Phase II	Historic Review Board	This project will complete the code update started in Phase I (which concluded in the spring of 2010). This project will refine the Willamette Historic District code and supplement it with guidelines and graphic illustrations.	The City received a CLG grant in 2011 to help fund the project. A consultant has been hired and an advisory group has been formed. The project is required to be completed in late summer 2012. (5% complete)	.4 FTE	Staff/ HRB: Retain on the docket.	
6. Historic accessory structure and Willamette Neighborhood Survey	Historic Review Board	This survey will add accessory structure data to the existing survey of the historic district and survey all properties in Willamette that are over 45 years of age and were not previously surveyed.	The City received a CLG grant in 2011 to help fund the project. A consultant was put under contract to perform the work beginning in November 2011 and the consultant has submitted a draft report. The project is scheduled to be complete in March 2012. (80% complete)	.02 FTE	Staff/HRB: Retain on the docket.	
7. Historic Resources Rehabilitation Grant Program	Historic Review Board	In 2011, the City established a grant program using CLG grant funds to provide small matching grants to owners of contributing National Register homes for rehabilitation or restoration work. CLG funds are only available every two years on a 17-month grant cycle. Staff and the Historic Review Board would like to continue the program in 2012 at a smaller scale.	In 2011, the Historic Review Board awarded \$6,000. Half of this was funded by CLG grant funds and the homeowner was required to match the amount rewarded. In 2011, the \$6,000 went towards projects anticipated to cost nearly \$24,000. The program was very well received in its first year. Staff would like to keep it going in 2012 and apply for 2113 grant funding.	.04 FTE	Staff: Continue funding the City half on the program in this off grant cycle year.	
8. Goal and policy analysis	Council /Staff	Analyze the City's goals and policies to see how they align and conflict, determine whether they satisfy State and Metro regulations, and assess their viability in light of the major trends that will likely influence West Linn's future. The Planning Commission and Council would review the analysis described above, confirm the City's goals and policies as appropriate, and provide direction where the goals or policies conflict with one another or do not satisfy State or Metro requirements.	This project is underway and expected to be completed in the Spring of 2012. (85% complete; put on hold to enable work on the Highway 43/WFD project).	.15 FTE	Staff: Retain on the docket.	

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9. Unrelated, substantive code fixes		This project addresses significant, potentially controversial, unrelated code problems. The project components are listed below:	The project is currently underway.	.2 FTE	Staff: Retain on docket.	
	City Council /community member	Address residential lighting impacts	In at least one instance flood lighting at residences has become a nuisance for neighbors.			
	Legal council	Address dispensing and use of medical marijuana	This will help the city control medical marijuana.			
	Willamette Main Street Community member	Chapter 52. Consider specific sign code amendments to allow blade/ projecting signs in the Willamette Falls Drive Commercial District. -Address signs/advertising at sports fields.	Blade/projecting signs would enable increased visibility of businesses for motorists and pedestrians. Signs for businesses are common around sports fields to help finance operation of the facility.			
	Staff, business owners	Chapter 53. Consider allowing sidewalk uses, such as tables and merchandise, along the street side of the sidewalk as well as next to a building provided that it does not interfere with pedestrian passage.	The current code only allows tables on sidewalks and displays next to buildings. However some wide sidewalks, e.g., at sidewalk extensions, have room for tables and displays along the street without interfering with pedestrian passage.			
	Planning Commission	Chapter 55. Clarify and refine the submittal requirements for Class II design reviews.	There is some confusion about what is required for a complete submittal for a design review application.			
	Staff	Chapter 59. Consider amending the Mixed Use District to better accommodate public buildings.	This would provide a public process for determining the standards for constructing a Police Station and potentially avoid the need for variances.			
	Planning Commission	Chapter 85. Number of dwellings allowed on cul-de-sacs. The code (Subsection 85.200 A (11)) currently limits the number of lots accessed by a cul-de-sac to 12. Consider increasing the number of lots along cul-de-sacs under certain circumstances. Also consider allowing dead end streets to be narrower so developers are less motivated to proposed private streets instead of public ones for small groups of houses.	The purposes for limiting the number of dwellings along cul-de-sacs are to provide for connected streets where possible and to avoid access problems for emergency response vehicles. In some instances, the current limit of 12 dwellings along a cul-de-sac may be an unnecessary impediment to appropriate development. Some existing dead end streets have no potential for connection (i.e., due to I-205, topography or existing development) but they access land capable of accommodating infill development that would not pose traffic or public safety problems. Metro requires (3.08.110 E) that proposed residential development on 5 or more acres involving construction of a <u>new</u> cul-de-sac be limited to 200 feet in length and provide access for no more than 25 dwellings.			

PROJECT	PROPONENT	PROJECT DESCRIPTION	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
	Staff	Chapter 85. Provide specific requirements for retaining walls; for example, require a higher level approval for walls more than 8 feet in height.	Some retaining walls have appeared without consideration in the land use approval process. The proposed amendment will ensure that tall retaining walls are specifically considered in the review process.			
	Staff	Chapter 92. Amend the code to provide opportunities for applicants to offer a fee-in-lieu of certain public improvements, such as sidewalks, curbs and swales, where they are not appropriate.	For some small infill lots, full public street improvements may be inconsistent with the surrounding built environment. The code allows fee-in-lieu of sidewalks, but lacks a method for applying the money collected to an improvement in an appropriate area.			
	City Council/staff	Chapter 98. Establish a docketing process to enable City boards and commissions, staff, and the public to suggest planning, historic and sustainability related projects to the City Council and to become aware of proposals under consideration. The Council would review the proposed projects, add projects of interest, and decide which of the proposed projects to include in the Planning Department work program. The docket would be set biannually in coordination with the budget, with an annual review.	The docketing process would allow Council to review all of the projects together and decide which ones are of greatest importance and community benefit. It also gives the Council the ability to align planning efforts to further Council goals rather than the Planning Commission and staff working on projects that the Council will not ultimately support. (This amendment was on hold pending completion of Phase I of the Highway 43/WFD vision project.)			
	Planning Commission	Chapter 99. Reevaluate notice requirements; consider expanding the notice distance for proposed projects beyond 100 feet.	Some Planning Commission members believe that 100-foot notice is insufficient for some projects.			
10. Storm water pond aesthetics	Staff	Identify and evaluate aesthetically pleasing alternatives to chain link fences around storm water ponds, especially in prominent locations, that address safety and maintenance concerns and potential wildlife use.	A demonstration project is underway at an existing storm water pond located at the corner of Rosemont and Santa Anita. Preliminary code fixes have been prepared and will be refined based upon the findings from the demonstration project currently under way (Public Works is in the lead with Parks and Planning department support).	.1 FTE		
11. Master Trail Plan		The Master Trail Plan is intended to identify the future trail network in the city.	The Parks Department is lead with planning staff support. (70% complete)	.05 FTE	Staff: Retain of docket.	
Total Staff Commitment on Preceding Projects: 2.16 FTE						

Potential Projects for Council Consideration

The Council may add to or delete the projects listed below before deciding upon the priority projects for 2012

Staff expects to have approximately 2.8 FTE planners available to perform long range planning projects in 2012, this is largely consumed by the previously approved/mandated projects above which are estimated to require a total of 2.16 FTE, leaving 0.64 FTE available . If the Council decides that any of the projects listed below are of higher priority that the previously approved projects they can delete or defer one or more of the projects listed above or add staff or consultant capacity. Alternatively, the Council can add one or two projects to the 2012 docket recognizing that staff will not be able to complete, or perhaps start them, in 2012.

PROJECT	PROPONENT	PROJECT DESCRIPTION	RATIONALE	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
12. Highway 43/WFD Project	City Council					
• Willamette Center	Workshop support: 70 Yes/6 No	Provide for appropriate infill development and coordinated streetscape amenities to enhance the commercial area as a destination, address traffic issues, and potentially provide for housing within walking distance of the commercial area through comprehensive plan, zoning and TSP amendments and new design guidelines. Alternatively, an analysis could be done using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development and public spaces prior to amending the comprehensive plan and code.	Willamette is a strong center that could be enhanced to be more attractive as a destination and better serve the surrounding community.	\$30,000-\$80,000 plus 1 FTE staff	Staff /PC: Lowest priority among centers	
• Arch Bridge Center	Workshop support: 67 Yes/16 No	Potential redevelopment of the Arch Bridge area is best explored though an alternatives analysis using renderings or computer simulations to identify the location, scale and character of infill development, public spaces, and potential street modifications. A public process would be used to test the desirability and feasibility of the alternatives. This effort would yield a master plan that would provide the basis for amending the comprehensive plan, zoning code and drafting design guidelines.	The Arch Bridge area has the potential for dramatic positive change, largely due to its transportation accessibility (particularly if high capacity transit becomes available) and proximity to the river and Oregon City. It has potential to accommodate employment and higher density housing, if desired. It should be planned in conjunction with the TSP and the Bolton area with consideration of the former Blue Heron site across the river. The plan for this area would set the eastern alignment for the esplanade. The plans and regulations applicable to Bolton can be improved to protect and enhance the character and quality of the area as it evolves, bolster the viability of the business area, and improve the streetscape along Highway 43.	\$80,000 - \$100,000 plus .5 FTE staff	PC: Second priority among centers Staff: Highest priority among centers	
• Bolton Center	Workshop support: 75 Yes /6 No	A plan to provide for appropriate infill development and streetscape amenities could be accomplished with comprehensive plan, zoning code and TSP amendments and new design guidelines. Alternatively, an analysis could be done using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development, public spaces, and streetscape improvements. In that case, comprehensive plan and zoning code amendments and design guidelines would follow.		\$30,000 - \$80,000 plus .5- 1 FTE staff (\$156,000 if combined with Arch Bridge area)		

*Based on 2080 hours = a Full Time Equivalent (FTE); 0.04 FTE = 80 hours; 0.1 =208 hours

PROJECT	PROPONENT	PROJECT DESCRIPTION	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
<ul style="list-style-type: none"> Robinwood Center 	<p>Workshop support:</p> <p>74 Yes/11 No</p>	<p>Minimally, design guidelines and zoning code refinements should be prepared to ensure that short-term development is of a type and character supported by the community and compatible with an ultimate center plan. This area would also benefit from a master plan derived through an alternatives analysis to explore the options for the location and scale of infill commercial and residential development, public spaces, streetscape improvements and a gateway to West Linn. Comprehensive plan and zoning code amendments and design guidelines would follow.</p>	<p>This area is undergoing change. Planning now would allow the community to shape the development that is likely to occur in the commercial area with the addition of Wal-Mart.</p>	<p>\$35,000 plus .4 FTE staff for interim fixes; \$80,000 for a center plan</p>	<p>PC: Highest priority among centers Staff: Second priority</p>	
<ul style="list-style-type: none"> Esplanade between Willamette and the Arch Bridge area 	<p>Workshop support:</p> <p>78 Yes/9 No</p>	<p>In coordination with the TSP and Master Trail Plan, and building upon the 2005 Willamette River Trail Plan, staff and consultants would refine the esplanade concept. We would explore, with representatives from the mill, PGE, and the future Blue Heron owners, the possibility of eventual access through their properties, test the desirability and feasibility of various alignments and access points, and work with the community to decide on the alignment. The eastern alignment would be coordinated with the Arch Bridge Center Plan. The Phase II product could be a typical esplanade cross section and alignment and identification of key trail features/viewpoints to guide acquisition of easements. Design could wait until implementation was pending.</p>	<p>An esplanade along the Willamette River would be an option to bike lanes along Willamette Falls Drive which is constrained by topography. It would also provide recreational access to the river. The potential alignment was largely set by the 2005 Willamette River Trail Plan.</p> <p>The Parks Department currently has approximately \$200,000 set aside for a riverfront trail in this area. These funds could potentially be supplemented with grant funds if easements are secured.</p>	<p>.15 FTE plus consultants</p>	<p>PC/staff: Third highest priority among the Highway 43/WFD vision components</p>	
<ul style="list-style-type: none"> Blue Heron site 		<p>Comprehensive plan and zoning code amendments could be done to establish appropriate zoning for the Blue Heron site and potentially adjacent properties that provides for an acceptable range of uses and prohibits undesirable uses.</p>	<p>The site was zoned to reflect its use as an industrial effluent treatment pond. Since this use will no longer continue, the zoning should be reevaluated before a new use is proposed.</p>		<p>PC/staff: Add to docket</p>	
<ul style="list-style-type: none"> Overlooks along Willamette Falls Drive 		<p>Evaluate the potential of reuse of the recycling center and discuss options for the bus garage with the property owners. Develop site plans as appropriate.</p>	<p>Several participants at workshops suggested that the recycling center and bus garage along Willamette Falls Drive are not the optimal uses of these view points over the Willamette River.</p>		<p>PC/staff: Defer unless there is an acquisition opportunity</p>	

PROJECT	PROPONENT	DESCRIPTION OF PROPOSAL	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
13. Significant CDC fixes		This project would address significant, potentially controversial, unrelated code problems. The potential project components are listed below:		.2 to .7 FTE* depending on scope		
	Planning Commission member	a. Chapter 2. Definitions. Evaluate and amend, if warranted, the definition of substantial construction and time limitations as well as the development approval revocation procedures in the CDC.	Projects must only achieve substantial construction prior to the expiration of project approval. The Planning Commission and public question the merits of this threshold and approach, particularly on phased projects.		Staff: Add to the docket.	
	Staff	b. Chapters 24 and 27. Clarify whether land division is allowed in the 100-year flood plain; currently it is implied that it is allowed in Chapter 27 Flood Management Areas while a table in Chapter 24 forbids it.	This would correct a code conflict.		Staff: Add to the docket.	
	Staff	c. Chapter 35. Consider giving the Planning Commission authority to approve temporary uses for up to two years.	The City Council must approve temporary uses exceeding 6 months duration. Also, the City Council is limited to authorizing temporary uses for one year.		Staff: Add to the docket.	
	Legal counsel /staff	d. Chapter 38. Clarify what development (e.g., driveways, walkways, retaining walls and staircases) can occur in utility easements and required front yards and under what conditions.	The code allows some development in front yards but it prohibits development in utility easements which typically occur there. Nevertheless, driveways, walkways, staircases and retaining walls are built in such easements. It would helpful to clarify what is allowed in front yards/utility easements and prescribe appropriate conditions.		Staff: Add to docket	
	Planning Commission member	e. Building Height. - Consider removing exceptions for the height of places of worship and government buildings; - Refine height exception graphic pertaining to steep slopes so it is more easily understood.	Church spires, fly lofts for auditoriums, gyms and water towers are typically taller than the standard residential height limits. But height exceptions for government offices may not be warranted.		Staff /PC: Defer	
	Planning Commission member	f. Chapter 43, Side Yard Transitions. Expand applicability to include any (commercial, multi-family, etc.) that is adjacent single family or duplex dwellings.				
	Staff	g. Chapter 48. Evaluate the access/driveway spacing standards (48.060 C-E) and provide reasonable exceptions that can be applied administratively (without a variance).	The spacing requirements for driveways along collector streets (75 feet) and arterials (150 feet) are unworkable in some instances. Requiring a variance seems onerous.		Staff: Add to docket.	

PROJECT	PROPONENT	DESCRIPTION OF PROPOSAL	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
	Planning Commission member Staff	h. Chapter 55, Design Review -Add to the "lines of sight" description under Crime Prevention (55.100 J) for clarity and enforceability; and provide "teeth" or pragmatic descriptions for scale and massing. -Amend the CDC as necessary to ensure that clear and objective standards apply to "needed housing," consistent with ORS 197.303.	ORS 197.303 states that cities may not rely upon discretionary standards when reviewing proposals for housing types and price ranges deemed "needed housing" consistent with ORS 197.303. CDC Chapter 55 includes subjective provisions that apply to multi-family housing.			
	Staff	i. Chapters 65-68. Nonconforming structures and uses. Clarify what expansions, if any, are allowed on nonconforming structures and uses.	The CDC is not clear regarding what expansions can be made to nonconforming structures and uses. Consequently, staff must determine what is appropriate on a case by case basis.			
	City Manager Staff	j. Chapter 99. - Reconsider proposed amendments to Chapter 99 that were considered but not incorporated in the current code, including de novo appeals, requiring staff to post project notice signs, etc. - Modify the code to set fees for Council appeals to an early date stamp, such as date of application or pre-app meeting; that is, if fees are increased they first apply to new applications, rather than increasing after the 120 review day period has begun. - Allow for an alternate "no fee" appeal opportunity if the neighborhood association officers are themselves the applicant or closely associated with the applicant. - Close the loophole that sets no expiration date for a LUBA-remanded approval decisions. - Eliminate notice of expiration requirements.				
14. Refine the commercial design regulations (Chapter 55)	City Council	Identify and address issues related to infill commercial development to improve the quality of such development. Consider using a form based code, a design review board, and other alternative approaches and best practices.	This program could be done in conjunction with center planning. Consultant assistance may be needed.	.7 FTE plus consultants	PC: Tied for second priority Staff: Coordinate with center planning	

PROJECT	PROPONENT	DESCRIPTION OF PROPOSAL	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
15. Organize the Robinwood Commercial Area to participate in the Main Street Program	Staff	Implement a Main Street Program in Robinwood similar to the Willamette program. With the help from the County Main Street program staff and their consultants, study the Robinwood area to determine the economic needs Main Street could address, and organize business owners, property owners, residents, neighborhood representatives, and other stakeholders in the area into an “Exploring Main Street” level group under the Main Street Program.	A few years ago, Council approved both Robinwood and Willamette for participation in the national Main Street Program. Willamette was initiated first. There is interest in proceeding in Robinwood.	.1 FTE	PC: Tied for second priority Staff: Add to docket	
16. Overhaul the Mixed Use District	Staff	Review the effectiveness of the Mixed Use District (Chapter 59). Explore options for making the district more effective. Consider alternative regulatory approaches for providing for mixed use/transitional use. Recommend where the district should be applied. Evaluate the merits of the general commercial zoning in Willamette and near the mill and explore alternatives, and amend the zoning and warranted.	This project could be done in conjunction with the centers projects	.5 FTE	PC: Third priority Staff: Coordinate with center planning	
17. Overhaul the sign code (Chapter 52)	Staff	Overhaul the sign code to clarify the requirements and incorporate easier to comprehend tables and examples. The Council could also consider providing for amortization of illegal signs. Allow definition of a sign to have more exceptions, e.g., now it encompasses everything including numbers on people’s houses, etc. Consider making temporary signs allowed for more than 60 days per year. Prohibit monument signs in residential districts and address electronic reader boards.	The existing sign code is patchwork that been revised in a piecemeal fashion over time. It includes language in ‘text portion’ that conflicts with the tables. This makes determination of the approval requirements difficult. Consequently, staff often relies on interpretations rather than direct code language. Specific areas that need clarity include: gas station signs; neighborhood event signs; signs on City property; subdivision entry signs; highway oriented signs; home occupation signs; and temporary commercial signs on commercial property. Issues with all of these topics have boiled up to the City Council level.	.9 FTE	Staff: Defer	
18. Wildlife Habitat Areas, protection options	Staff	Prepare a report for the City Council’s consideration that addresses regulatory protections for wildlife habitat areas that are not currently protected or adequately protected. Consider creating a plan to holistically address wildlife/habitat at an appropriate scale to establish the context for site specific decisions.	Without an understanding of the context and natural processes at work, site specific decisions regarding habitat areas may be inappropriate.	.1 to 1 FTE plus consultant		

PROJECT	PROPONENT	DESCRIPTION OF PROPOSAL	RATIONALE/ANALYSIS	STAFF NEEDED	RECOMMENDATION	COUNCIL RANKING
19. Historic CLG Projects	Historic Review Board	The City is eligible for approximately \$15,000 in CLG grant funding from SHPO every two years. The next grant cycle starts in spring 2013. The HRB will develop a 5-year work program in 2012. Tentative projects include continuing the Historic Resources Rehabilitation Grant program, continued Reconnaissance Level Surveys, intensive level surveys for properties/districts potentially eligible for the National Register, or a National Register nomination for properties throughout the community through a multiple property documentation form.	These projects would support historic resources in West Linn. The rehab grant program gives funding directly to owners for work on their historic property. The surveys are the first step in designating additional resources. Listing of properties on the National Register also requires them to follow any local regulations.	Project dependent, may include consultants	Staff: Seek grant funding	
20. Sustainability amendments to CDC	Sustainability Advisory Board/ Council member	Work with the Sustainability Board and Planning Commission to prepare CDC amendments that require more sustainable practices with regard to alternative energies, urban agriculture and environmentally sustainable development practices.	On hold. Staff has completed a rough draft of a white paper summarizing alternative approaches for addressing sustainability.	.7 FTE	Staff: Defer, reconsider after the goal and policy analysis is completed and Council provides direction	
21. Evaluate and reorganize the CDC	Staff	Evaluate the CDC regulatory approach and structure. Identify deficiencies in current code. Identify alternatives for addressing deficiencies and improving its effectiveness and ease of administration. Determine if an alternative code approach is worth doing. Reorganize the code into the preferred format and make associated editorial changes.	This would result in a reorganization of the CDC and an assessment of gaps and substantive problems. It would not involve significant substantive changes.	.6 FTE	Staff: Defer. This needs to be done, but not immediately.	
22. Parking management program for the Central Village area	Planning Commission member	Prepare a parking management program for Central Village and the immediate vicinity.		.4 FTE	Coordinate with the center plan/ TSP	

PROJECT	PROPONENT	DESCRIPTION OF PROPOSAL	RATIONALE/ANALYSIS	STAFF NEEDED*	RECOMMENDATION	COUNCIL RANKING
23. Implement and update the neighborhood plans	Planning Commission member	Implement and, as needed update the approved neighborhood plans			Staff: Defer until comprehensive plan/center plans are done.	
24. Prepare Hidden Springs neighborhood plan	Hidden Springs Neighborhood Association	The HSNA has expressed an interest in 2010 in finalizing their Neighborhood Plan for adoption by the City.			Staff: Defer, reconsider after the goal and policy analysis	
26. Routine minor code refinements	Staff	Identify and correct minor errors and refine vague language in the code to make it easier to administer and avoid unnecessary impediments for appropriate development.	This is a routine, annual exercise to refine the code and address minor issues that come up when administering the CDC.	.1 FTE	Proceed if needed	
27. Tree protection	Staff	Consider amending Chapter 8.5 of the Municipal code to protect trees in tracts rather than on individual lots.	Tree protection in tracts would ensure long term protection of trees. Tree preservation on individual lots may pose safety concerns for nearby residents, particularly with large trees on small lots.			
28. Update Sustainable West Linn Strategic Plan	Sustainability Advisory Board	Coordinate with West Linn Comprehensive Plan and focus action items into 5 year work plan; complete benchmarking criteria, review plan goals and accomplishments, reformat to resemble Comprehensive Plan.	Many goals in the existing plan have been accomplished, many are no longer relevant. Reformat to improve implementation and understanding by staff and other users.			
29. Integrate Sustainability Practices with the City	Sustainability Advisory Board	Revise sustainability assessment form (as reference for "Sustainability Considerations" on City Council Agenda Bill) to promote widespread use among City Departments. Develop "green" procurement policy for City purchases. Develop waste reduction/recycling program for major City events.	Sustainability considerations on many agenda items do not reference Sustainability Strategic Plan and instead talk generally about sustainability. Green procurement policy to reduce the City's carbon footprint and encourage similar practices by residents and other private entities.			
30. Develop Green Business Award	Sustainability Advisory Board	Recognition of businesses that promote sustainability.	Raise awareness of businesses that are working to promote sustainability and encourage those practices among other businesses.			
31. Improve Sustainability Website	Sustainability Advisory Board	Provide more and better information, increase interactivity and attract more users to site, list City accomplishments related to sustainability.	Share information and resources related to sustainability goals.			
32. Energy Audit	Sustainability Advisory Board	Identify water, energy and waste generated by City of West Linn facilities.	Develop benchmarks to begin reducing resource use.			

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