



# Oregon

Theodore R. Kulongoski, Governor

Department of Land Conservation and Development

635 Capitol Street, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Fax (503) 378-5518

[www.lcd.state.or.us](http://www.lcd.state.or.us)



## NOTICE OF ADOPTED AMENDMENT

11/24/2008

TO: Subscribers to Notice of Adopted Plan  
or Land Use Regulation Amendments

FROM: Mara Ulloa, Plan Amendment Program Specialist

SUBJECT: City of West Linn Plan Amendment  
DLCD File Number 005-08

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office. This amendment was submitted without a signed ordinance.

Appeal Procedures\*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Friday, December 05, 2008

This amendment was submitted to DLCD for review prior to adoption. Pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

**\*NOTE:** THE APPEAL DEADLINE IS BASED UPON THE DATE THE DECISION WAS MAILED BY LOCAL GOVERNMENT. A DECISION MAY HAVE BEEN MAILED TO YOU ON A DIFFERENT DATE THAT IT WAS MAILED TO DLCD. AS A RESULT, YOUR APPEAL DEADLINE MAY BE EARLIER THAN THE ABOVE DATE SPECIFIED.

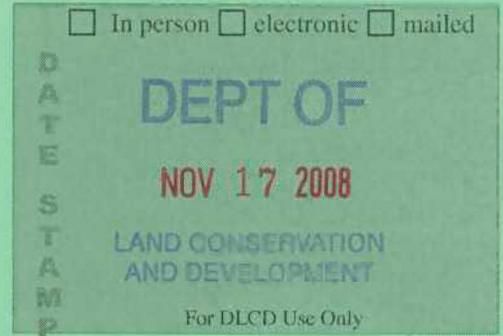
Cc: Chris Kerr, City of West Linn  
Gloria Gardiner, DLCD Urban Planning Specialist  
Jennifer Donnelly, DLCD Regional Representative  
Bill Holmstrom, DLCD Transportation Planner

<paa> YA

PROF 2

# DLCD

## Notice of Adoption



THIS FORM **MUST BE MAILED** TO DLCD  
**WITHIN 5 WORKING DAYS AFTER THE FINAL DECISION**  
 PER ORS 197.610, OAR CHAPTER 660 - DIVISION 18

Jurisdiction: **City of West Linn**

Local file number: **PLN -07-05**

Date of Adoption: **11/10/2008**

Date Mailed: **11/14/2008**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? **Yes** Date: 6/27/2008

Comprehensive Plan Text Amendment

Comprehensive Plan Map Amendment

Land Use Regulation Amendment

Zoning Map Amendment

New Land Use Regulation

Other: **Neighborhood Plan**

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

The City is proposing a new Neighborhood Plan for the Sunset Neighborhood to include into our Comprehensive Plan.

Does the Adoption differ from proposal? No, no explanation is necessary

Plan Map Changed from: **N/A**

to:

Zone Map Changed from: **N/A**

to:

Location: **N/A**

Acres Involved:

Specify Density: Previous: **NA**

New:

Applicable statewide planning goals:

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>								

Was an Exception Adopted?  YES  NO

Did DLCD receive a Notice of Proposed Amendment...

45-days prior to first evidentiary hearing?

Yes  No

If no, do the statewide planning goals apply?

Yes  No

If no, did Emergency Circumstances require immediate adoption?

Yes  No

*DLCD # 005-08 (16995)*

**DLCD file No.** \_\_\_\_\_

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

West Linn / Wilsonville School District

---

Local Contact: **Chris Kerr**

Phone: **(503) 723-2538** Extension:

Address: **22500 Salamo Rd. #1000**

Fax Number: **503-656-4106**

City: **West Linn**

Zip: **97068-**

E-mail Address: **ckerr@ci.west-linn.or.us**

---

## **ADOPTION SUBMITTAL REQUIREMENTS**

This form **must be mailed** to DLCD **within 5 working days after the final decision**  
per ORS 197.610, OAR Chapter 660 - Division 18.

1. **Send this Form and TWO Complete Copies** (documents and maps) of the Adopted Amendment to:

**ATTENTION: PLAN AMENDMENT SPECIALIST  
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT  
635 CAPITOL STREET NE, SUITE 150  
SALEM, OREGON 97301-2540**

2. Electronic Submittals: At least **one** hard copy must be sent by mail or in person, but you may also submit an electronic copy, by either email or FTP. You may connect to this address to FTP proposals and adoptions: **webserver.lcd.state.or.us**. To obtain our Username and password for FTP, call Mara Ulloa at 503-373-0050 extension 238, or by emailing **mara.ulloa@state.or.us**.
3. **Please Note:** Adopted materials must be sent to DLCD not later than **FIVE (5) working days** following the date of the final decision on the amendment.
4. Submittal of this Notice of Adoption must include the text of the amendment plus adopted findings and supplementary information.
5. The deadline to appeal will not be extended if you submit this notice of adoption within five working days of the final decision. Appeals to LUBA may be filed within **TWENTY-ONE (21) days** of the date, the Notice of Adoption is sent to DLCD.
6. In addition to sending the Notice of Adoption to DLCD, you must notify persons who participated in the local hearing and requested notice of the final decision.
7. **Need More Copies?** You can now access these forms online at **http://www.lcd.state.or.us/**. Please print on **8-1/2x11 green paper only**. You may also call the DLCD Office at (503) 373-0050; or Fax your request to: (503) 378-5518; or Email your request to **mara.ulloa@state.or.us** - ATTENTION: PLAN AMENDMENT SPECIALIST.

**ORDINANCE NO. 1580  
WEST LINN, OREGON**

**AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN ADDING THE SUNSET NEIGHBORHOOD PLAN**

WHEREAS, the Sunset Neighborhood Plan process was instigated by the West Linn City Council in 2007, to provide a blueprint for the evolution of the Sunset neighborhood in a way positive both for its own residents and businesses, and the city as a whole; and,

WHEREAS, development of the Sunset Neighborhood Plan led by a group of elected volunteers from the Sunset neighborhood, with the assistance of a professional consultant contracted by the City; and,

WHEREAS, the Sunset Neighborhood Plan is the culmination of an extensive community involvement program that included a variety of mailings, workshops, community meetings, surveys, and web-based outreach; and,

WHEREAS, the resulting Sunset Neighborhood Plan represents the shared vision of the Sunset community; and,

WHEREAS, on October 1, 2008, the West Linn Planning Commission, upon the recommendation of the Sunset Neighborhood Association, and upon a positive recommendation from City Staff, recommended that the City Council adopt the proposed Sunset Neighborhood Plan as part of the West Linn Comprehensive Plan; and

WHEREAS, the West Linn City Council held a public hearing on November 10, 2008 and adopted the findings justifying the adoption of the Sunset Neighborhood Plan as contained within the Staff Report,

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

Section 1: The Sunset Neighborhood Plan is hereby adopted as a portion of the West Linn Comprehensive Plan. The Plan is attached to this ordinance as Exhibit "A."

PASSED AND APPROVED THIS 10th DAY OF NOVEMBER 2008.

\_\_\_\_\_  
NORMAN B. KING, MAYOR

ATTEST:

\_\_\_\_\_  
Witness

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

# **EXHIBIT “A”**

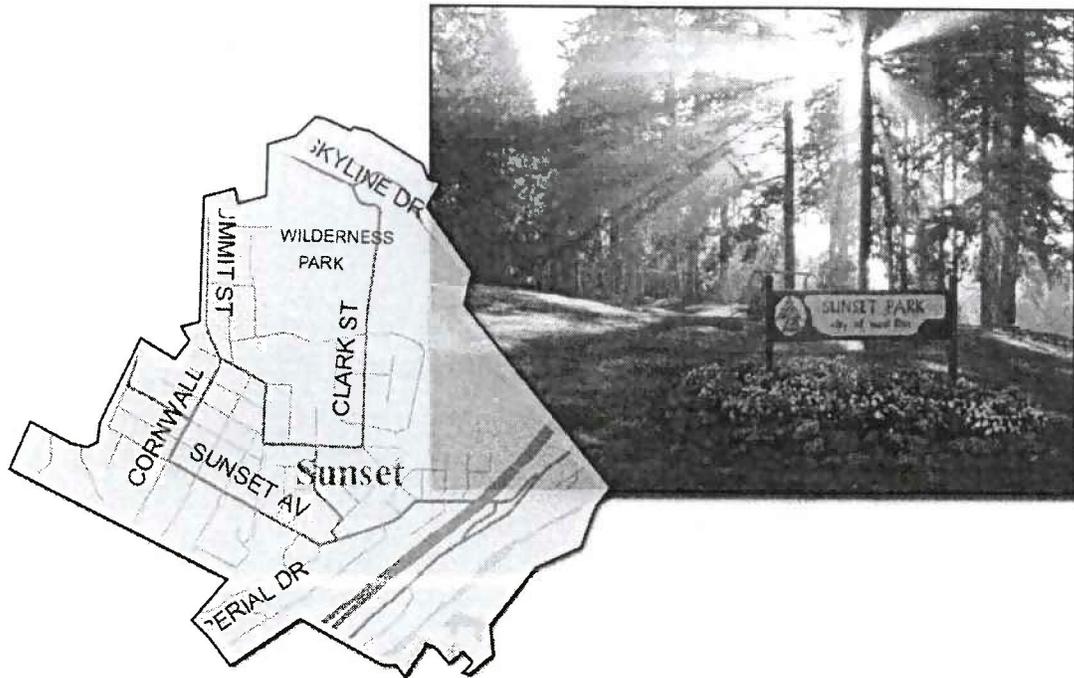
## **Sunset Neighborhood Plan**

---

City of West Linn, Oregon

# Sunset Neighborhood Plan

September 2008



Prepared by

COGAN  
OWENS  
COGAN

---

# ACKNOWLEDGMENTS

## **West Linn City Council**

Mayor Norman King  
Council Scott Burgess  
Councilor Jody Carson  
Councilor Michele Eberle  
Councilor Mike Jones

## **West Linn Planning Commission**

Commissioner Shawn Andreas  
Commissioner Michael Babbitt  
Commissioner Valerie Baker  
Commissioner Ian Chane  
Commissioner John Kovash  
Commissioner Robert Martin  
Commissioner Ronald Whitehead

## **Sunset Neighborhood Plan Steering Committee**

Troy Bowers  
Anthony Breault  
Rob Cozzi  
Lara Dewey  
Patti McCoy  
Shauna Shroyer  
John Sramek  
Doug Vokes

## **West Linn Staff**

Chris Jordan, City Manager  
Bryan Brown, Planning Director  
Chris Kerr, Senior Planner



## **Consultant**

Cogan Owens Cogan, LLC  
Portland, Oregon

**COGAN  
OWENS  
COGAN**

# Table of Contents

<b>Introduction</b>	<b>1</b>
Neighborhood Plan Purpose	1
Relationship to the Comprehensive Plan	1
Neighborhood Associations	3
The Neighborhood Planning Process	3
Overview of the Plan	4
<b>Neighborhood Profile</b>	<b>4</b>
Background and Introduction	4
Landscape	4
Housing	8
Land Use and Zoning	8
Parks and Recreation	10
Economy	10
Public Facilities	10
<i>Transportation</i>	10
<i>Other Utilities</i>	10
Public Services	11
Community	11
<b>Neighborhood Vision</b>	<b>13</b>
<b>Sunset Neighborhood Goals, Policies and Actions</b>	<b>14</b>
<b>Action Plan</b>	<b>19</b>
<b>Ordinance</b>	<b>26</b>



---

# Sunset Neighborhood Plan

## Introduction

### Neighborhood Plan Purpose

The purpose of a neighborhood plan is to identify the shared vision of the Sunset neighborhood which expresses the goals, policies and action measures to achieve that vision. In conjunction with broader policies and implementation measures contained within the City's Comprehensive Plan, the neighborhood planning process is intended to protect and enhance livability within specific neighborhoods, as well as help fulfill the overall community vision and create a more livable city. More specifically, the neighborhood plan is intended to:

1. Educate both City government and neighborhood residents about the concerns of each and their visions for the future.
2. Promote collaboration between the City and the neighborhood in order to achieve mutual goals and a shared sense of responsibility.
3. Create a "sense of place" within the community by identifying and developing the assets within each neighborhood.
4. Initiate change, rather than simply reacting to it, by addressing specific issues and opportunities.
5. Achieve sensible and coordinated project and program planning within each neighborhood and among all neighborhoods.
6. Increase citizen involvement, formulate the development of leadership among neighbors and increase in knowledge about the neighborhood and about local decision-making processes and procedures.
7. Serve as a guide for neighborhood associations to review whether development proposals and land use changes are in accordance with the neighborhood's articulated, shared vision for the future.



### Relationship to the Comprehensive Plan

In general, a comprehensive plan is intended to provide broad policy direction that is implemented through more specific development regulations and capital expenditure programs. Comprehensive plans do not, however, typically address the more immediate needs and concerns of individual neighborhoods. This is the purpose of a sub-area or neighborhood plan.

The West Linn Comprehensive Plan was adopted in December, 1983 and amended in July, 2000 and October, 2003. The Comprehensive Plan provides the basis for plans, ordinances and other implementing documents that set forth more detailed direction regarding specific activities and requirements. All City plans and implementing ordinances must be consistent with the Plan. Furthermore, the Plan is comprehensive in scope and its goals and policies are intended to be supportive of one another. West Linn's Comprehensive Plan provides guidelines and standards for decision makers, including City employees and officials, citizens, developers, community groups, and other local, state, regional and federal agencies.

The Comprehensive Plan does not contain specific standards for development, but instead provides the policy basis for specific standards and procedures of the Community Development Code that are used to review new development and modifications to existing development. However, the Plan is applicable to legislative and some quasi-judicial decisions such as Plan and Zone Map amendments and certain other land use actions, which must address applicable Plan goals and policies. These include actions such as conditional use approvals, variances and text changes to the City's Community Development codes.



Projects and programs identified in the Plan are to be considered by the City Council for inclusion into the Capital Improvement Plan, the City's budget process and other planning and funding programs.

Goals are statements indicating a desired end or aspiration including the direction to be followed to achieve that end. Actions taken by the City must be consistent with these goals. The City may not take an action which violates a goal statement unless the action being taken clearly supports another goal.

Policies are statements of what must be done to achieve a desired result. The policy statements included in the Plan are to be used by the City to guide future decisions involving Comprehensive Plan amendments or develop other plans or ordinances which affect land use such as public facility plans and zoning and development standards that affect the neighborhood. However, they are not the only actions the City can take to accomplish the stated goals. Neighborhood Plan policies further neighborhood goals, but must also be consistent with the Comprehensive Plan.

Action items are recommended projects, standards or courses of action for the City and for the Sunset Neighborhood Association. The completion of these items will depend on a number of factors such as citizen priorities, finances, staff availability, etc. These statements are suggestions to future City decision-makers and Neighborhood Association leaders as ways to implement the goals and policies. The listing of recommended action measures in the Plan does not obligate the City or the Association to accomplish them. Neither do recommended action

measures impose obligations on applicants who request amendments or changes to the Comprehensive Plan or its Neighborhood Plan chapters.

## Neighborhood Associations

The City of West Linn encourages, recognizes and supports neighborhood associations. A primary purpose of neighborhood associations is to facilitate communication between the residents of West Linn and their elected leaders, the City's staff and members of advisory boards and commissions.



Each neighborhood association is made up of citizen volunteers. They elect officers, adopt by-laws and establish geographical boundaries. Each association is entitled to identify its own interests and set its own agenda. Neighborhood associations do not levy dues. Membership in neighborhood associations is open to anyone who lives, works or owns property within its boundaries.

Neighborhood association activities may include monitoring and expressing neighborhood views on land use issues or City policies and priorities; establishing neighborhood programs such as Neighborhood Watch and traffic safety projects; neighborhood beautification; organizing cultural or social functions such as neighborhood picnics or pot-lucks; neighborhood clean-ups, etc. Unlike privately organized homeowners and recreation associations, neighborhood associations receive support from the City of West Linn.

Under the City's Neighborhood Assistance program, neighborhood associations may be reimbursed for their expenses in carrying out eligible activities and projects. Neighborhood associations promote citizen participation in developing City policies and strategies. They provide a means for reviewing and evaluating issues affecting neighborhoods and the community as a whole. They serve as a voice for neighborhood interests and concerns. They improve communications between the City and residents. They promote neighborhood and community identity.

## The Neighborhood Planning Process

The Sunset Neighborhood Association (SNA) worked with the City to develop this Plan. The detailed preparation of the Plan is being coordinated by the Sunset Neighborhood Plan Steering Committee (SPNSC), whose members come from the Neighborhood Association and the neighborhood at-large.

The neighborhood vision, along with goals and policies, were developed based on the results of a questionnaire available on-line and mailed to every neighborhood household in March, 2008. Over several months, the SPNSC met six times to revise the vision, goals and policies and actions based on comments received at two publicized SNA meetings. Additionally, a draft of the plan was sent to every



COGAN  
OWENS  
COGAN

household in the neighborhood along with a comment form. The final draft plan went to the SNA for endorsement before going to the Planning Commission for their consideration. The City Council will adopt the Plan by resolution.

It is intended that City agencies utilize the Plan as input in developing more specific work programs and helping to establish City-wide funding priorities. It is recognized that many of the recommendations contained in the Plan are conceptual only and may need to be analyzed in greater detail, both individually and in relationship to other recommendations. It also should be emphasized that funding sources may not exist for implementing all of the recommendations identified in the plan. Some of the actions identified in the plan are intended to be initiated and implemented by residents of the neighborhood.

## Overview of the Plan

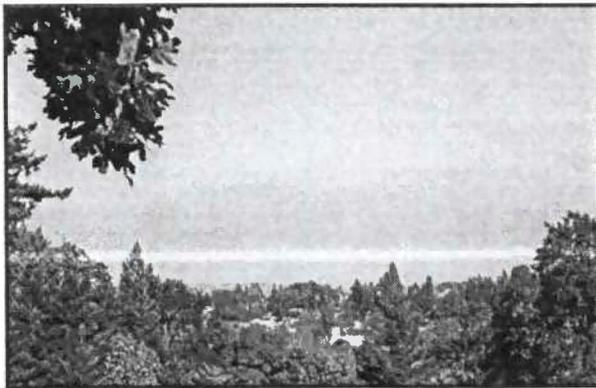
The Plan is organized into four sections. The Neighborhood Profile contains a general description of the current conditions within the neighborhood. The Neighborhood Vision describes the neighborhood's sense of identity and vision for its future. The Goals, Policies and Actions section identifies issues that are of concern to the residents of the neighborhood and potential strategies for addressing those concerns. The Action Plan provides further detail including priorities and potential partners.

# Neighborhood Profile

## Background and Introduction

The purpose of this profile is to summarize and orient Sunset Neighborhood Plan Steering Committee members to City documents and materials relevant to the neighborhood planning process.

The following is a summary of the relevant contents of the aforementioned plans. The SNPSC used this information along with various maps to create a Sunset Neighborhood Atlas to aid in the planning process.



## Landscape

The City of West Linn is located in northwest Clackamas County, approximately nine miles south of the City of Portland and within the urban growth boundary (UGB) of the Portland Metropolitan Area. The City is bounded by the City of Lake Oswego to the north, the Willamette and Tualatin Rivers to the east/southeast and southwest and by the UGB and city limits to the west.

The Sunset Neighborhood is located in southeast West Linn. One of 11 West Linn neighborhoods, it lies north of I-205 and the Willamette River and has a population of approximately 2,500 residents. The neighborhood is approximately 500 acres in geographic

COGAN  
OWENS  
COGAN

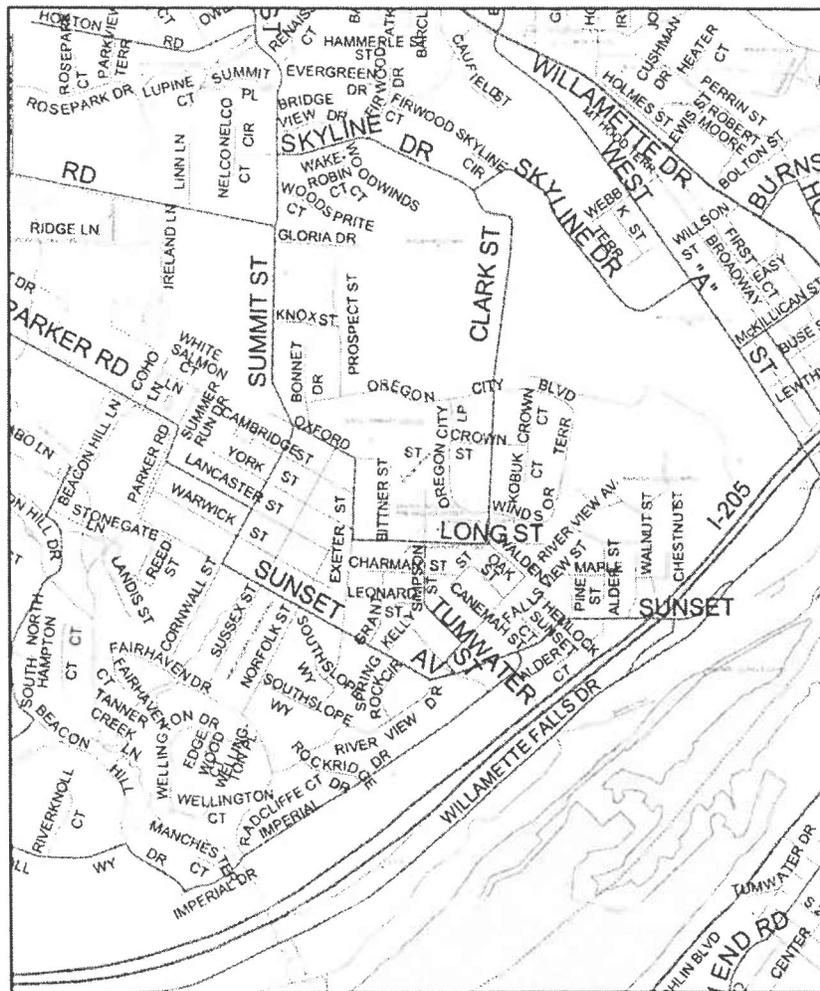
area and includes a significant number of parks and a variety of housing types, though it is zoned predominantly single-family residential.

Sunset contains a number of small creeks, the largest of which is called Sunset Creek. There also are several significant wetlands within Camassia Natural Area. The highest elevation in the neighborhood, approximately 620 feet, is found in the northwestern border of the neighborhood, at Summit and Knox streets. The easterly and southerly areas of the City that border the Willamette and Tualatin Rivers are low-lying — 55 to 60 feet above sea level. Portions of the Sunset Neighborhood along the Willamette River are in FEMA's 100 Year Flood Plain.



Sunset Neighborhood Association  
STREET MAP

WEST LINN GIS, DECEMBER 2003



0 0.125 0.25 0.5 Miles

This map and other information have been compiled for preliminary and general purposes. They are not intended to be complete and accurate for any other purposes. Specifically, this information is not intended to be complete for purposes of land use reduction zoning, FEMA, 504, and suitability of the property for specific uses.

neighborhood\_streetmaps\_streetmaps.mxd | area | 112-A-03 | 5-24-04

COGAN  
OWENS  
COGAN

## Demographics

The population of the Sunset Neighborhood is 2,592 according to 2007 estimates by Portland State University. This accounts for roughly 10% of the City's population. Although estimation methods are not consistent, it appears that Sunset Neighborhood's share of the City's population has increased from 9.8% in 2002 to 10.4% in 2007.

**Sunset Population, 2002 - 2007**

Year	Current Population Estimate	Percent of City Population
2007	2,592	10.4%
2006	2,592	10.4%
2005	2,544	10.5%
2004	2,580	10.3%
2003	2,536	9.8%
2002	2,504	9.8%

1. 2005 – 2007 estimates from Portland State University Population Center.
2. 2007 estimates at Single family residential: 2.77 persons per household, Multi-family residential: 1.54 persons per household.
3. 2006 estimates at Single family residential: 2.77 PPH, Multi-family residential: 1.54 PPH.
4. 2005 estimates at Single family residential: 2.77 PPH, Multi-family residential: 1.54 PPH.
5. 2004 estimates at 2.552 PPH.
6. 2003 estimates at 2.65 PPH.
7. 2002 estimates at 2.65 PPH.



The population of West Linn grew by approximately 36% between 1990 and 2000, while the number of households increased by just under 40%. Since 1980, the City has had an average annual growth rate of nearly 5%. PSU estimates that the population will reach 27,942 in 2015. A majority of West Linn residents are white (92.9%), with no other race comprising more than 3% of the City's population.

**West Linn Population**

1980	1990	2000	2007 Estimate	2015 Projection	Change from 1990-2000
11,358	16,367	22,290	24,990	27,942	36%

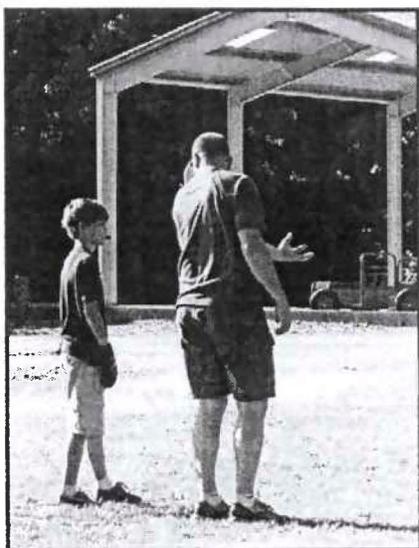
**West Linn Number of Households**

1990	2000	Change
5,829	8,154	40%

COGAN  
OWENS  
COGAN

### West Linn Population by Race

Race	1990	2000	2000 (%)
White	15,867	20,700	92.9%
Black	43	211	0.9%
American Indian, Eskimo, or Aleut	73	130	0.6%
Asian or Pacific Islander	324	577	2.6%
Other race alone	60	146	0.6%
Two or more races		526	2.4%



### West Linn Population by Age

Years	1990	2000	2000 (%)
0 to 5	1,621	1,880	8.4%
6 to 17	3,242	4,583	20.5%
18 to 24	1,073	1,331	6.0%
25 to 34	2,363	2,230	10.0%
35 to 44	3,765	4,255	19.1%
45 to 54	1,944	4,330	19.4%
55 to 64	1,169	1,918	8.6%
65 and over	1,190	1,763	8.0%

The per capita income of West Linn residents rose from \$18,503 in 1990 to \$34,671 in 2000, and median household incomes rose from \$45,474 to \$72,010. This compares with a 2000 statewide per capita income of \$20,940 and median household income of \$40,916. During the same time, the number of persons in poverty in West Linn rose from 637 to 861 households. This figure is proportionate to the city-wide increase in population over the same period.

### West Linn Per Capita Income

1990	2000	Change
\$18,503	\$34,671	87%

### West Linn Median Household Income

1990	2000	Change
\$45,474	\$72,010	58%

COGAN  
OWENS  
COGAN

### West Linn Number of Persons in Poverty

1990	2000	Change
637	861	35%

## Housing

Sunset has 1,055 residential units consisting of 802 single family homes, 96 medium density (multi-family) units, 115 high density (multi-family) units and two non-annexed single family homes on six parcels. There also are 40 accessory dwelling units within the neighborhood.

### Sunset Residential Units

Unit Type	Total Units	Percent of West Linn Units
Single Family Units	802	10.8%
Multi-Family Units (Medium Density)	96	42.7%
Multi-Family Units (Medium-High Density)	115	5.0%
Non-Annexed (Single Family)	2	4.9%
Accessory Dwelling Units	40	10.7%
All Units	1,055	10.2%



### Sunset Residential Units 2002 -2007

Year	Residential Units	Percent of City-wide Units
2007	1,055	10.2%
2006	1,055	10.2%
2005	1,012	10.3%
2004	1,011	10.3%
2003	957	9.8%
2002	945	9.8%

## Land Use and Zoning

Most land in the Sunset Neighborhood is designated as low and medium-density residential by the West Linn Comprehensive Plan. Sunset Neighborhood zoning includes mostly low (R-10, R-7) and medium-density (R-5, R-4.5) single-family residential zoning, including detached and attached/duplex residences. There are two small parcels zoned for commercial use and land designated General Industrial (GI) along the Willamette River. The Sunset Neighborhood includes a significant amount of park land and open space as well as three historic homes.



## Parks and Recreation

Sunset's three parks are Wilderness Park, Sunset Park and Camassia Natural Area. The two larger parks, Camassia Natural Area and Wilderness Park are natural areas. Camassia Natural Area includes 22.5 acres of natural area owned by the Nature Conservancy. Wilderness Park is the City's largest park, consisting of 51 acres of wooded lands and hiking trails. A trail links these two parks. Sunset Park is a 2.44-acre community park with recently upgraded tennis and basketball courts. Additional sports fields, courts and youth play equipment are located adjacent to Sunset Elementary School and owned by the West Linn-Wilsonville School District. There also is a small parcel of City-owned land in the northwest portion of the neighborhood that contains a water reservoir. This parcel has been designated as a future park site.



## Economy

The two small parcels zoned General Commercial in the Sunset Neighborhood are located on the western side of Cornwall Street between Lancaster and Warwick Streets. The Sunset Market is on one of these parcels. The other parcel is the former site of Century Homes. There are numerous home-based businesses in Sunset, including adult home care and day care centers. The West Linn Paper Company is the City's one major industrial employer with more than 300 employees. Located at the foot of Willamette Falls, the mill manufactures high-quality #2 and #3 coated free-sheet papers for use on web presses.

## Public Facilities

### Transportation

According to the 2007 Draft Transportation System Plan, most streets in the neighborhood are local or neighborhood streets. Cornwall Street and Parker Road serve as arterials, while Summit and Simpson streets are classified as collectors. Many streets do not have sidewalks or have gaps between existing sidewalks. There is only one shared path for bicycles, along Cornwall Street. The #154 bus, one of two transit routes in West Linn, passes through the southern portion of the neighborhood, but there are no stops in the neighborhood.



### Other Utilities

The City of West Linn currently obtains its potable water from the South Fork Water Board, which is jointly owned by the cities of West Linn and Oregon City. The source of the water is the Clackamas River.

COGAN  
OWENS  
COGAN

The Water Environment Services (WES) Department of Clackamas County is responsible for providing wastewater treatment services for the City of West Linn. The sanitary sewer system functions separately from the storm sewer system and untreated storm water drains directly to surface streams.

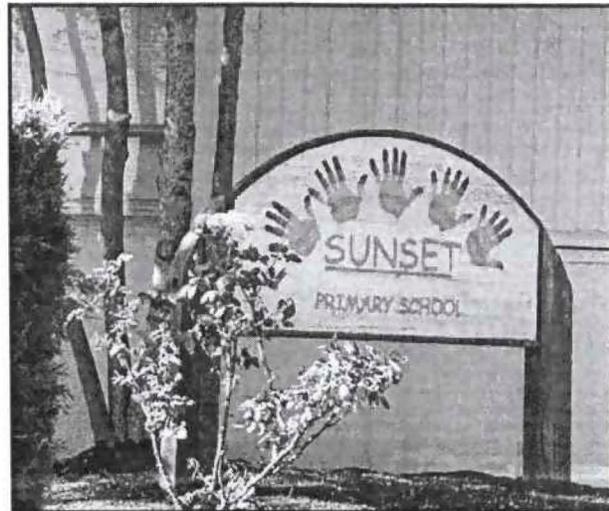
The City is served by several telecommunications companies. These utilities are above ground in some areas and below ground in others.

Several other public facilities are located in the neighborhood, including Station 192 Sunset Fire Hall where Tualatin Valley Fire and Rescue operates. The Fire Hall is also available for rental. The West Linn Public Works operations site is located between Norfolk and Sussex Streets along Sunset Avenue. The Willamette Falls Locks, owned and operated by the United States Army Corps of Engineers, allow boat traffic on the Willamette to navigate beyond the falls.

## Public Services

Public schools in West Linn are part of the West Linn-Wilsonville Oregon School District. Two schools, Sunset Primary School (public) and Sun Garden Montessori (private), are located in the Sunset Neighborhood. Other schools in West Linn for Sunset students include Rosemont Ridge Middle School in the Parker Crest Neighborhood and West Linn High School in the Bolton Neighborhood.

A school district task force recently recommended that Sunset Primary School should be rebuilt at Oppenlander Fields, outside of the Sunset Neighborhood. The District standard for a primary school is 10 to 20 usable acres to serve 500 to 550 students. The minimum acreage for each type of school includes any co-located facilities owned by the local government and the District (i.e. parks). Desired maximum classroom size is 25 students for grades K-5. As of 2004-05, Sunset Primary School had an educational capacity of 514 students and an enrollment of 439 students. Projected future enrollment is 580 students. The school district has indicated its intent to engage the neighborhood and duly consider its input regarding the future of Sunset Primary School.



West Linn is served by its own police department and by the Tualatin Valley Fire and Rescue Service District. The West Linn Library, which services Sunset, is located in the Bolton Neighborhood.

## Community

The Sunset Neighborhood Association hosts a neighborhood picnic each June. There are a number of city-wide events throughout the year in West Linn. These events include:

- City-wide Clean Up Day (TBD).
- Farmers and Artists Market (Wednesdays, May through October).

- Old-Time Fair – West Linn’s home-grown community festival (July).
- Music in the Park – free concerts in Tanner Creek Park (July and August).
- Mary S. Young Park Arts Festival (August).
- Lockfest, a day-long celebration to appreciate the history, wildlife and economics of the Willamette River, Falls and Locks (September).
- Village of Willamette Art Festival (September).



## Neighborhood Vision

*The Sunset Neighborhood is a safe, welcoming and family-friendly community. Sunset residents take pride in their neighborhood's diversity, natural beauty, access to open space and residential charm. We seek to preserve, enhance and celebrate the neighborhood's character as it is enjoyed today.*



---

COGAN  
OWENS  
COGAN

# Sunset Neighborhood Goals, Policies and Actions

## Goal 1. Maintain Sunset as a quaint, quiet and attractive residential neighborhood.

Policy 1. Ensure new housing is designed to complement the scale and character of nearby housing.

### Actions

- Convene an ad hoc committee to explore techniques to ensure compatibility of new construction.
- Work with the City to implement actions recommended by the ad hoc committee.

Policy 2. Maintain a range of housing options for Sunset's diverse socio-economic population.

### Actions

- Support and promote policies that maintain the current diversity of housing and zoning.
- Provide educational materials that encourage and identify resources for home rehabilitation and maintenance.

Policy 3. Encourage rehabilitation of old homes to preserve the neighborhood's historic character.

### Actions

- Map the age and character of neighborhood homes and explore the feasibility of an historic overlay.
- Provide educational materials that encourage and identify resources for home rehabilitation.
- Identify financial resources to help explore and protect the character of historic homes.

Policy 4. Enforce regulations intended to maintain the reasonable appearance of private property.

### Actions

- Review existing nuisance codes with respect to common complaints.
- Encourage the adoption of recommended code additions/revisions.
- Identify properties in need of maintenance and educate property owners and renters regarding city nuisance codes and opportunities for available assistance.



## **Goal 2. Recognize Sunset Primary School as a defining asset of the Sunset Neighborhood.**

Policy 1. Keep neighborhood residents informed of decisions concerning Sunset Primary School.

### Actions

- Provide updates to the neighborhood at Neighborhood Association meetings and through the City website and newsletters.

Policy 2. Strengthen the neighborhood's relationship with the West Linn-Wilsonville School District.

### Actions

- Appoint a member of the Neighborhood Association to serve as a liaison to the School District.

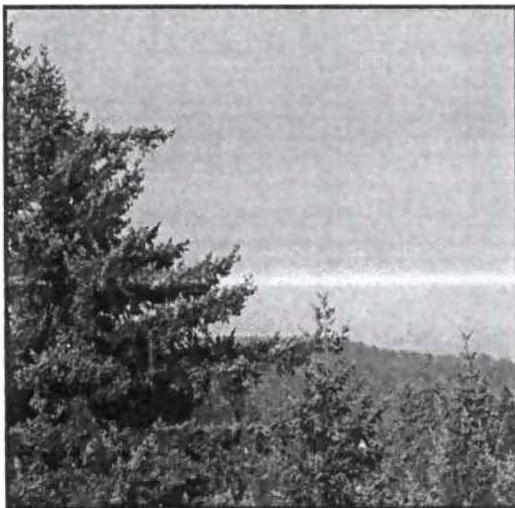
Policy 3. Explore options that would allow Sunset Primary School to remain in its current location.

### Actions

- Participate in School Improvement Evaluation Task Force and public meetings.
- Consider opportunities to improve access for buses, increase safety and add parking capacity as part of a Sunset School Redevelopment Plan.



## **Goal 3. Ensure that the natural and scenic environment of Sunset Neighborhood is well-maintained and preserved.**



Policy 1. Plant new, and protect existing, trees to improve the established tree canopy.

### Actions

- Map neighborhood trees in the public right of way to establish locations and varieties.
- Develop a street tree plan to include tree patterns and voids and preferred tree species.

Policy 2. Provide safe and easy access to trails, parks and open spaces.

### Actions

- Conduct an inventory of condition assessment of paths/trails and prioritize those in most need of improvement.

COGAN  
OWENS  
COGAN

- Connect paths/trails throughout the neighborhood and City.
- Maintain paths/trails to ensure their accessibility for all, including seniors and individuals with disabilities.
- Provide bags in parks for dog waste clean-up.
- Provide lighting and restrooms as needed in neighborhood parks.



Policy 3. Use interpretive signs to identify natural features and historic landmarks.

Actions

- Inventory natural features and historic landmarks to be identified.
- Install interpretive signs for natural features and historic landmarks.
- Install signs to clearly mark entry points to neighborhood parks.

Policy 4. Preserve and enhance public viewpoints of Mt. Hood, the Willamette Valley and other scenic resources.

Actions

- Inventory public spaces with scenic views/vantage points.
- Prune trees in the public right-of-way to prevent obstruction of public viewpoints.
- Inventory and prioritize utilities and individual services to be placed underground where possible.

Policy 5. Protect parks from natural and human encroachment.

Actions

- Increase protection and management of Wilderness Park and Camissa Nature Conservancy.
- Remove invasive species and promote native species on public properties.

**Goal 4. Develop a transportation system that provides for the safe and efficient movement of Sunset's pedestrians, cars and bicycles.**

Policy 1. Develop and connect safe places to walk, including sidewalks and paths.

Actions

- Create an inventory of street segments to receive priority for new or repaired sidewalks based on neighborhood input and safety priorities.



- Create an inventory of street segments to receive priority for street lights based on neighborhood input and safety priorities.

Policy 2. Use traffic calming techniques where speeding is frequent and endangers bicyclists and pedestrians.

Actions

- Identify streets with excessive speeding and a significant presence of bikes and pedestrians.
- Explore traffic calming techniques for priority streets.



Policy 3. Implement measures to discourage traffic traveling through Sunset Neighborhood.

Actions

- Develop strategies to decrease traffic on Cornwall, Lancaster, Sunset, Skyline and Oxford streets.
- Evaluate the possibility of reclassifying Cornwall, Lancaster, Sunset, Skyline and Oxford streets from "arterials" to "collectors."
- Explore alternatives to existing street design standards to improve safety while maintaining neighborhood character and current levels of connectivity.

Policy 4. Repair and maintain roads as funds permit.

Actions

- Create an inventory of streets to receive priority for maintenance based on neighborhood input and safety priorities.

Policy 5. Explore opportunities to ensure access to public transportation, including options for seniors and individuals with disabilities.

Actions

- Limit TriMet buses to routes on arterial streets.
- Investigate the possibility of a "small bus" service for local streets.
- Promote TriMet's dial-a-ride LIFT Program for seniors and residents with disabilities.
- Explore the applicability of a jitney or "share taxi" service in the Sunset Neighborhood and City of West Linn.



**Goal 5. Maintain Sunset as a welcoming, family-friendly and safe neighborhood for families with children.**

COGAN  
OWENS  
COGAN

Policy 1. Encourage neighbors to engage in community activities that increase neighborhood safety.

Actions

- Create and encourage participation in block clubs and/or neighborhood watch programs.
- Work with renters, property owners and the City to improve properties with unsafe/unhealthy conditions as identified by neighbors.

Policy 2. Use permanent signs at neighborhood gateways to welcome people to the neighborhood.

Actions

- Consider installing street sign "add-ons" to identify the Sunset Neighborhood.
- Consider installing permanent signs to welcome people at three neighborhood gateways.



Policy 3. Create and promote events and spaces that bring neighbors together.

Actions

- Continue to promote and encourage attendance at Neighborhood Association meetings.
- Support annual events, such as the neighborhood picnic, "dumpster day" and weed-pull outings.
- Research resources to upgrade the Fire Hall exterior.
- Encourage Sunset Neighborhood participation in city-wide events.

Policy 4. Promote recreational facilities and programs and develop new recreational opportunities as desired.

Actions

- Identify types of recreational facilities, equipment and programs needed.
- Develop a trails map for the Sunset Neighborhood/City of West Linn.
- Upgrade the ball fields at Sunset Primary School.

## **Goal 6. Develop a plan for the future of Sunset's Willamette River waterfront.**

Policy 1. Plan for the future of the waterfront.

Actions

- Research existing conditions of waterfront properties.
- Develop a vision for the future of the waterfront.
- Create a plan to implement the waterfront vision.

## Action Plan

Policies and Actions	Timeframe	Responsible Party(s)		
<b>GOAL 1: Maintain Sunset as a quaint, quiet and attractive residential neighborhood.</b>				
<b>Policy 1: Ensure new housing is designed to complement the scale and character of nearby housing.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Convene an ad hoc committee to explore techniques to ensure compatibility of new construction.</li> </ul>	Short	●		Neighborhood Associations
<ul style="list-style-type: none"> <li>Work with the City to implement actions recommended by the ad hoc committee.</li> </ul>	Medium	○	●	Neighborhood Associations
<b>Policy 2: Maintain a range of housing options for Sunset's diverse socio-economic population.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Support and promote policies that maintain the current diversity of housing and zoning.</li> </ul>	Long	○	●	
<ul style="list-style-type: none"> <li>Provide educational materials that encourage and identify resources for home rehabilitation and maintenance.</li> </ul>	Short	●		
<b>Policy 3: Encourage rehabilitation of old homes to preserve the neighborhood's historic character.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Map the age and character of neighborhood homes and explore the feasibility of an historic overlay.</li> </ul>	Short	●		Historic Advisory Board
<ul style="list-style-type: none"> <li>Provide educational materials that encourage and identify resources for home rehabilitation.</li> </ul>	Medium	●		Historic Advisory Board
<ul style="list-style-type: none"> <li>Identify financial resources to help explore and protect the character of historic homes.</li> </ul>	Medium	●		Historic Advisory Board

### Legend

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
<b>Policy 4: Enforce regulations intended to maintain the reasonable appearance of private property.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Review existing nuisance codes with respect to common complaints.	Short	●	○	
• Encourage the adoption of recommended code additions/revisions.	Medium	○	●	Code Enforcement
• Identify properties in need of maintenance and educate property owners and renters regarding city nuisance codes and opportunities for available assistance.	Short	●	○	Code Enforcement
<b>GOAL 2: Recognize Sunset Primary School as a defining asset of the Sunset Neighborhood.</b>				
<b>Policy 1: Keep neighborhood residents informed of decisions concerning Sunset Primary School.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Provide updates to the neighborhood at Neighborhood Association meetings and through the City website and newsletters.	Short	●		West Linn-Wilsonville School District
<b>Policy 2: Strengthen the neighborhood's relationship with the West Linn-Wilsonville School District.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Appoint a member of the Neighborhood Association to serve as a liaison to the School District.	Short	●		West Linn-Wilsonville School District
<b>Policy 3: Explore options that would allow Sunset Primary School to remain in its current location.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Participate in School Improvement Evaluation Task Force and public meetings.	Short	●	○	West Linn-Wilsonville School District
* Consider opportunities to improve access for buses, increase safety and add parking capacity as part of a Sunset School Redevelopment Plan.	Medium	●	○	West Linn-Wilsonville School District

**Legend**

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
<b>GOAL 3: Ensure that the natural and scenic environment of Sunset Neighborhood is well-maintained and preserved.</b>				
<b><i>Policy 1: Plant new, and protect existing, trees to enhance the established tree canopy.</i></b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Map neighborhood trees in the public right of way to establish locations and varieties.</li> </ul>	Medium	●	○	City arborist, Friends of Trees, Audubon Society
<ul style="list-style-type: none"> <li>* Develop a street tree plan to include tree patterns and voids and preferred tree species. (see attached)</li> </ul>	Long	●	○	City arborist, Friends of Trees, Audubon Society
<b><i>Policy 2: Provide safe and easy access to trails, parks and open spaces.</i></b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Conduct an inventory of condition assessment of paths/trails and prioritize those in most need of improvement.</li> </ul>	Short	●	○	Parks Department
<ul style="list-style-type: none"> <li>Connect paths/trails throughout the neighborhood and City.</li> </ul>	Long	○	●	Parks Department
<ul style="list-style-type: none"> <li>Maintain paths/trails to ensure their accessibility for all, including seniors and disabled individuals.</li> </ul>	Medium	○	●	Parks Department
<ul style="list-style-type: none"> <li>Provide bags in parks for dog waste clean-up.</li> </ul>	Medium	○	●	Parks Department
<ul style="list-style-type: none"> <li>Provide lighting and restrooms as needed in neighborhood parks.</li> </ul>	Medium	○	●	Parks Department
<b><i>Policy 3: Use interpretive signs to identify natural features and historic landmarks.</i></b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Inventory natural features and historic landmarks to be identified.</li> </ul>	Short	●	○	Parks Department/Historic Advisory Board
<ul style="list-style-type: none"> <li>Install interpretive signs for natural features and historic landmarks.</li> </ul>	Medium	○	●	Parks Department/Historic Advisory Board
<ul style="list-style-type: none"> <li>Install signs to clearly mark entry points to neighborhood parks.</li> </ul>	Medium	○	●	Parks Department /Historic Advisory Board
<b><i>Policy 4: Preserve and enhance public viewpoints of Mt. Hood, the Willamette Valley and other scenic resources.</i></b>				

**Legend**

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
		SNA	City	Other
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>Inventory public spaces with scenic views/vantage points.</li> </ul>	Short	●	○	
<ul style="list-style-type: none"> <li>Prune trees in public right-of-way to prevent obstruction of public viewpoints.</li> </ul>	Medium	○	●	
<ul style="list-style-type: none"> <li>Inventory and prioritize utilities and individual services to be placed underground where possible.</li> </ul>	Long	●	○	Public utilities
<b>Policy 5: Protect parks from natural and human encroachment.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>Increase protection and management of Wilderness Park and Camissa Nature Conservancy.</li> </ul>	Medium	○	●	Parks Department
<ul style="list-style-type: none"> <li>Remove invasive species and promote native species on public properties.</li> </ul>	Short	○	●	Parks Department
<b>GOAL 4: Develop a transportation system that provides for the safe and efficient movement of Sunset's pedestrians, cars and bicycles.</b>				
<b>Policy 1: Develop and connect safe places to walk, including sidewalks and paths.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>Create an inventory of street segments to receive priority for new or repaired sidewalks based on neighborhood input and safety priorities.</li> </ul>	Short	●	○	Public Works Department, Sunset School
<ul style="list-style-type: none"> <li>Create an inventory of street segments to receive priority for street lights based on neighborhood input and safety priorities.</li> </ul>	Short	●	○	Public Works Department
<b>Policy 2: Use traffic calming techniques where speeding is frequent and endangers bicyclists and pedestrians.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>* Identify streets with excessive speeding and a significant presence of bikes and pedestrians.</li> </ul>	Short	●	○	Public Works Department West Linn Police Department
<ul style="list-style-type: none"> <li>* Explore traffic calming techniques for priority streets.</li> </ul>	Medium	○	●	Public Works Department

**Legend**

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
<b>Policy 3: Implement measures to discourage traffic traveling through Sunset Neighborhood.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
* Develop strategies to decrease traffic on Cornwall, Lancaster, Sunset, Skyline and Oxford streets.	Medium	○	●	Public Works Department
* Evaluate the possibility of reclassifying Cornwall, Lancaster, Sunset, Skyline and Oxford streets from "arterials" to "collectors."	Long	○	●	Public Works Department
* Explore alternatives to current street design standards to improve safety while maintaining neighborhood character and current levels of connectivity.	Long	○	●	Public Works Department
<b>Policy 4: Repair and maintain roads as funds permit.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Create an inventory of streets to receive priority for maintenance based on neighborhood input and safety priorities.	Short	●	○	Public Works Department
<b>Policy 5: Explore opportunities to ensure access to public transportation, including options for seniors and individuals with disabilities.</b>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
• Limit TriMet buses to routes on arterial streets.	Short	○	●	TriMet
• Investigate the possibility of a "small bus" service for local streets.	Medium	●	○	TriMet
• Promote TriMet's dial-a-ride LIFT Program for seniors and disabled residents.	Short	●	○	TriMet
• Explore the applicability of a jitney or "share taxi" service in the Sunset Neighborhood and City of West Linn.	Medium	●	○	TriMet
<b>GOAL 5: Maintain Sunset as a welcoming, family-friendly and safe neighborhood for families with children.</b>				
<b>Policy 1: Encourage neighbors to engage in community activities that increase neighborhood safety.</b>				

**Legend**

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
		SNA	City	Other
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>• Create and encourage participation in block clubs and/or neighborhood watch programs.</li> </ul>	Medium	●	○	
<ul style="list-style-type: none"> <li>• Work with renters, property owners and the City to identify and improve properties with unsafe/unhealthy conditions as identified by neighbors.</li> </ul>	Medium	●	○	Code enforcement
<b>Policy 2: Use permanent signs at neighborhood gateways to welcome people to the neighborhood.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>• Consider installing street sign "add-ons" to identify the Sunset Neighborhood.</li> </ul>	Medium	○	●	
<ul style="list-style-type: none"> <li>* Consider installing permanent signs to welcome people at three neighborhood gateways.</li> </ul>	Medium	○	●	
<b>Policy 3: Create and promote events and spaces that bring neighbors together.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>• Continue to promote and encourage attendance at Neighborhood Association meetings.</li> </ul>	Short	●	○	
<ul style="list-style-type: none"> <li>• Support annual events, such as the neighborhood picnic, "dumpster day" and weed-pull outings.</li> </ul>	Short	●	○	
<ul style="list-style-type: none"> <li>• Research resources to upgrade the Fire Hall exterior.</li> </ul>	Medium	●	○	Tualatin Valley Fire & Rescue
<ul style="list-style-type: none"> <li>• Encourage Sunset Neighborhood participation in city-wide events.</li> </ul>	Short	●	○	
<b>Policy 4: Promote recreational facilities and programs and develop new recreational opportunities as desired.</b>				
<b>Actions:</b>				
<ul style="list-style-type: none"> <li>• Identify types of recreational facilities, equipment and programs needed.</li> </ul>	Short	●	○	Parks department
<ul style="list-style-type: none"> <li>• Develop a trails map for the Sunset Neighborhood/City of West Linn.</li> </ul>	Medium	○	●	Parks department

**Legend**

● = Lead role ○ = Supporting role

Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)

\* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

Policies and Actions	Timeframe	Responsible Party(s)		
<ul style="list-style-type: none"> <li>Upgrade the ball fields at Sunset Primary School.</li> </ul>	Medium	●	○	West Linn-Wilsonville School District, Parks Department, West Linn Baseball Association
<b>GOAL 6: Develop a plan for the future of Sunset's Willamette River waterfront.</b>				
<i>Policy 1: Plan for the future of the waterfront.</i>				
<b>Actions:</b>		<b>SNA</b>	<b>City</b>	<b>Other</b>
<ul style="list-style-type: none"> <li>Research existing conditions of waterfront properties.</li> </ul>	Medium	○	●	Property owners, government
<ul style="list-style-type: none"> <li>Develop a vision for the future of the waterfront.</li> </ul>	Medium	○	●	Property owners, government
<ul style="list-style-type: none"> <li>Create a plan to implement the waterfront vision.</li> </ul>	Long	○	●	Property owners, government

**Legend**

● = Lead role ○ = Supporting role
Short-term action (1 year); Medium-term action (2-3 years); Long-term action (4 or more years)
* Preliminary investigation has been conducted. Reference documents in possession of the Sunset Neighborhood Association.

# Ordinance

---

COGAN  
OWENS  
COGAN

**CITY OF WEST LINN  
PLANNING COMMISSION PUBLIC HEARING  
SCHEDULED HEARING DATE: OCTOBER 1, 2008**

**FILE NO.:            PLN-07-05**

**REQUEST:            SUNSET NEIGHBORHOOD PLAN**

	<u>Page</u>
<u>STAFF REPORT</u>	
EXECUTIVE SUMMARY & STAFF RECOMMENDATION.....	1
BACKGROUND .....	2
CITIZEN INVOLVEMENT.....	3
SUMMARY OF PLAN .....	4
APPROVAL CRITERIA.....	6
 <u>EXHIBITS</u>	
 PROPOSED SUNSET NEIGHBORHOOD PLAN.....	 "1-26"

**City of West Linn  
PLANNING & BUILDING DEPT.  
STAFF REPORT**

TO: West Linn Planning Commission (October 1, 2008 meeting)  
FROM: West Linn Planning Staff (Chris Kerr, Senior Planner)  
DATE: September 16, 2008  
FILE NO.: PLN-07-05  
SUBJECT: Sunset Neighborhood Plan

---

Planning Director's Initials \_\_\_\_\_

---

**EXECUTIVE SUMMARY**

The proposed Sunset Neighborhood Plan ("Plan") identifies the shared vision of the Sunset neighborhood and expresses the goals, policies and action measures to achieve that vision. Its purpose is to protect and enhance the livability of the Sunset neighborhood. The Plan is to be adopted as a part of the West Linn Comprehensive Plan, and will address the more immediate needs and concerns of the residents of the Sunset neighborhood. The City of West Linn has already adopted six (6) other Neighborhood Plans into the Comprehensive Plan. Under the guidance of a Steering Committee consisting of Sunset residents, and with the assistance of a professional consultant, a detailed citizen participation process was utilized that resulted in this Plan. This Plan will improve communication at the neighborhood level and between residents and City officials. The Plan has received overwhelming support from the residents and the Sunset Neighborhood Association.

**STAFF RECOMMENDATION**

Staff finds that the proposed Plan is in conformance with all applicable decision making criteria of the City's CDC and is consistent with the general policies of the City's Comprehensive Plan and; therefore, recommends that the Sunset Neighborhood Plan be adopted as proposed.

## **APPROVAL CRITERIA:**

Community Development Code (CDC,) Chapter 98 provides administrative procedures for legislative amendments (such as this one). Section 98.100 lists the factors upon which a decision shall be based:

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 the Metropolitan Service District;
4. The applicable Comprehensive Plan policies and map; and,
5. The applicable provisions of implementing ordinances.

**PUBLIC NOTICE:** Public notice of this Plan amendment was printed in the West Linn Tidings on September 18, 2008. In accordance with state statutes, notice was also provided to the Oregon Department of Land Conservation and Development and Metro. All legal notice requirements have been satisfied.

**PUBLIC COMMENTS:** Preparation of the plan was conducted with extensive public input (described in greater detail in the Citizen Involvement Section of this Report). No additional comments have been received by the City as of the date of this Report.

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

## **BACKGROUND:**

At the request of the Sunset Neighborhood Association ("Association"), in the fall of 2007, pursuant to the specific goals and policies within the West Linn Comprehensive Plan, the City Council directed the Planning Department to assist with the preparation of a neighborhood plan for the Sunset neighborhood. The Council instructed Staff to proceed with contracting with a professional consultant to assist the neighborhood in the preparation of a Neighborhood Plan for the community. To oversee the drafting of the Plan for the neighborhood, the Association assigned seven (7) volunteers from various geographical areas of the neighborhood to act as a subcommittee, the Sunset Neighborhood Plan Steering Committee ("SNPSC"). The SNPSC was tasked with the detailed preparation of the Plan. In December of 2007, Staff and the SNPSC reviewed the three (3) proposals received by professional consultants to complete the task. After careful deliberation, a clear consensus was reached by the SNPSC to utilize the firm of Cogan Owens Cogan to work with the subcommittee with the Plan.

The SNPSC, led by the consultant and with technical assistance from the City Staff, held seven public meetings on topics that included:

- *Background/profile of the Sunset neighborhood*
- *SWOT (Strength, Weakness, Opportunity, Threats) analysis*
- *Questionnaire methods*
- *Citizen involvement/public outreach efforts*
- *Defining the Vision*
- *Establishing Goals*
- *Neighborhood Plan layout*
- *Review neighborhood feedback*
- *Revisions to the Plan*

## **CITIZEN INVOLVEMENT**

Preparation of the Sunset Neighborhood Plan was a ‘bottom-up’ process centered on involving the neighborhood residents at every phase. In total, there were three separate mailings on the project that went to each household in the Sunset neighborhood (approximately 950 households per mailing). City Staff completed all mailings. Overall, ten (10) different meetings were held on various components of the Plan, each of which were well advertised and all were open to the public.

The SNPSC started the process by creating and sending a 4” X 6” ‘postcard’ to each household in the neighborhood. The purpose of the postcard was to introduce the project to the residents. It included information announcing the process, seeking volunteers, and providing the schedule and locations for future meetings, and included City contact information for those with questions or comments. In March of this year, the SNPSC prepared a questionnaire that was mailed to every Sunset household with a return envelope addressed to the City encouraging their feedback. The consultant added an online version of the questionnaire to the City’s website that permitted paperless responses as well via the Internet. The questionnaire included both open-ended questions (*What do you value most in your neighborhood?*) as well as suggested policies that they could rank as important or unimportant to them. In July of this year, another mailing was sent to each household that included a draft of the Vision, Goals, Policies and Actions that had been prepared. This mailing included a separate comment page for residents to provide their written responses and suggestions.

The SNPSC held seven meetings, and there were two additional public ‘open houses’ held concurrently with the SNA’s regular meetings to review the proposed Vision and each of the proposed Goals, Policies and Actions in the Plan. These include ‘breakout’ sessions with individual discussions with residents about all aspects of the Plan. All of the meetings were advertised not just in the three mailings, but in also in the newspaper, on the City’s website, and in separate inserts in the City newsletter. The SNPSC took the additional steps to deliver information door to door, at their neighborhood fair, and at separate public locations (e.g. Sunset Market). The SNPSC’s focus on encouraging public input throughout the process, via the initial postcard and expending ‘shoe leather’, resulted in extraordinary responses from the community. Over 200 survey responses (over 20% of all households) were returned to the City and over 60 people attended the public meetings.

Based on the feedback received and the discussions with neighbors at the meetings, the SNPSC ultimately made their final revisions to the Plan in August of this year. Finally, at their regularly scheduled October 1, 2008 meeting, the Sunset Neighborhood Association voted to recommend that the City Council adopt the Plan into the City's Comprehensive Plan.

## **SUMMARY OF PLAN**

Similar to the other neighborhood plans that have been adopted, the Plan is organized into five (5) sections, each generally summarized below:

### *I. Introduction*

The Introduction states the purpose of the Plan, the process was utilized for its completion, a definition of some of the terms used, the Plan's relationship to the City's Comprehensive Plan. The Plan is intended to create a 'sense of place' by identifying and developing neighborhood assets. It serves to educate the City and neighborhood residents about specific issues of importance in Sunset. The Sunset Neighborhood Plan is intended to address more immediate needs and concerns than the City's Comprehensive Plan.

The Goals found in the Plan are statements that indicate a desired result or aspiration. Future actions by the City Council must be consistent with Goals stated in this neighborhood plan. Policies are statements that achieve the desired goal. Their intent is to guide future decisions made by the City. They are not however, the only way to accomplish a goal. The Action Items are recommended projects, standards, or specific courses of action the City and the neighborhood association can utilize to achieve a policy. These are suggestions to decisions makers and their completion is dependent on City-wide priorities, finances, staff availability, etc.

### *II. Neighborhood Profile*

The Sunset neighborhood is approximately 50 acres in area and has a population of approximately 2500 people. The community is principally single-family residential (802 houses), but does include a variety of housing types, including 211 multi-family units. The most identifiable features of the neighborhood are the Camassia Natural Area and Wilderness Park. Other significant features of the neighborhood include the Sunset Primary School, Sun Garden Montessori (private) and the West Linn Paper Company. The only formal commercial activity is the small retail store "Sunset Market" located on Cornwall Street. However, as is common in the rest of West Linn, there are a significant number of home-based businesses in Sunset.

In terms of transportation, I-205 effectively separates the community from the waterfront; Cornwall Street and Parker Road are both classified as arterials. Sidewalks and bike lanes are not prominent and there are no bus stops in this neighborhood.

### *III. Neighborhood Vision (page 13 of the Plan)*

The Sunset Vision statement was crafted by the SNPSC and represents the communities most important assets and values clearly and concisely:

*"The Sunset Neighborhood is a safe, welcoming and family-friendly community. Sunset residents take pride in their neighborhood's*

*diversity, natural beauty, access to open space and residential charm. We seek to preserve, enhance and celebrate the neighborhood's character as it is enjoyed today."*

#### *IV. Goals, Policies and Actions (beginning on page 14)*

Goal #1 of the Plan seeks to maintain the existing character of the neighborhood. As is the case in other neighborhoods, the Sunset resident's indicated concern that newer housing was not being designed consistent with the existing community. They also included Policies and Actions that would preserve the existing housing stock and a variety of housing types. Include as a possible Action is the mapping of historic homes and the feasibility of an historic overlay district. Additionally, the need to educate any residents that are violating nuisance codes, and stricter enforcement by the City when necessary, is also included under this Goal.

Goal #2 seeks to ensure that the Sunset Primary School is a defining asset in the neighborhood. When this Plan was being developed in the spring of 2008, the School District was contemplating, as part of a bond measure, relocation of the Sunset Primary School from its current location. (Since that time, the School District has removed this specific element from the proposed bond measure. However, the District has clearly indicated that, for financial reasons, it would prefer to discontinue use of the Sunset Primary School at its current location.) Owing to resident's strong identification of the School as an integral part of the community, several Policies and Actions are included in the Plan that seek to ensure that the District, City and neighborhood communicate effectively and work collaboratively to resolve any relocation issues in the future. Also included are suggested methods to redesign the existing property to make it more amenable to the District.

Goal #3 states that the Plan must ensure the natural and scenic environment of the neighborhood is maintained and preserved. Policies are included related to mapping the existing tree canopy and providing additional tree plantings in right-of-ways. The resident's also included Policies to connect pedestrian paths, provide additional signage to identify parks and historic landmarks.

Goal #4 seeks to ensure that pedestrians, cars and bicycles can move safely and efficiently. The neighborhood's lack of continuous sidewalks or paths was a common concern of residents. There was also significant concern about the existing, and future exacerbation, of cut-through traffic seeking to utilize Sunset Avenue. The Plan includes several Policies and Actions that specify repairing roads, decreasing traffic in the neighborhood, and exploring limited bus services in the community.

Goal #5 states the desire to maintain the family-friendly and safe aspects of the neighborhood. The Policies and actions seek to encourage community activities, utilizing neighborhood watches and promoting events that bring neighbors in close contact with each other. There are also Actions that request the consideration of Sunset Neighborhood street sign "add-ons" or permanent signs at entryways into the community.

Goal #6 is to develop a plan for the future of Sunset's Willamette River waterfront. The Willamette River waterfront was identified as an underutilized property by the residents and the Plan includes Actions to develop a long-term vision for the area.

V. *Action Plan*

The Action Plan Section restates each of the Goals, Policies and Actions and includes general timeframe for each as well as the parties responsible for completing the action.

**APPROVAL CRITERIA**

This section of the report addresses the required contents pursuant to Section 98.040(A)(2)(b) of the Community Development Code. The required subheadings appear in enlarged bold type.

**1. The facts found relevant to the proposal and found by the Director to be to be true:**

The Sunset Neighborhood Plan will serve to protect and enhance the livability of the Sunset neighborhood. The Plan will be a subset of the West Linn Comprehensive Plan, and will address the more immediate needs and concerns of the residents of the Sunset neighborhood. The Plan will improve communication at the neighborhood level and between residents and City officials. It was completed using a variety of citizen involvement methods and is supported by the Sunset Neighborhood Association. The Plan is consistent with the City's Comprehensive Plan, as well as all State and regional requirements.

**2. The Statewide Planning Goals adopted under ORS Chapter 197 found to be applicable and the reasons why any other goal and rule is not applicable to the proposal:**

The City's adopted Comprehensive Plan establishes the Goals and Policies that further the Statewide Planning Goals. Staff finds that the proposed Neighborhood Plan is consistent with the City's Comprehensive Plan. As such, the proposed Plan will be consistent with the Statewide Planning Goals.

**3. Any federal or state statutes found applicable:**

None

**4. The Metropolitan Service District plans and rules found to be applicable:**

Metro's Functional Plan includes requirements for compliance with various policies and strategies, including such various matters as drainageway protection, parking standards, provision of accessory dwelling units, etc. The proposed Neighborhood Plan is consistent with the Metro Functional Plan.

**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 not applied, the reasons why such portions are not applicable:**

Goal 1: Citizen Involvement requires that citizens be provided significant input into all plans to be adopted. Policy #6 states that the City shall "encourage neighborhood associations to create

neighborhood plans.” In addition to satisfying this specific Policy, Staff finds that the Citizen Involvement Program utilized for this project satisfies the requirements of Goal 1.

Goal 2: Land Use Planning. The proposed Neighborhood Plan furthers the Goals and Policies as they relate to diversity of housing, protection of existing neighborhoods, planning for the future of the riverfront and creating compatible infill housing.

Goal 5: Natural Resources, Open Spaces, etc. includes goals to preserve historic resources, enhance scenic views, preserve permanent natural areas for fish and wildlife habitat, protect sensitive environmental features, and preserve trees wherever possible. The Plan reinforces elements of this goal. Particular attention is paid to the importance of, and need to preserve, parks, open spaces, and natural corridors.

Goal 8: Parks and Recreation. The Plan addresses these issues in detail under the discussions related to improving signage and access to parks and natural areas.

Goal 10: Housing, includes as a goal “*Preserve the character and identity of established neighborhoods.*” Many of the policies and goals of the Sunset Neighborhood Plan address preserving the present character of the neighborhood. The proposed Neighborhood Plan also discusses the affordable and diverse housing stock in the neighborhood and the need to preserve that stock.

Goal 11: Public Facilities and Services, requires West Linn to plan for and provide adequate utility service and other public services (transportation, storm drainage, sewer and water service) to city neighborhoods. The Neighborhood Plan includes several policies related to traffic safety, pedestrian and bicycle infrastructure, and public transportation.

Goal 12: Transportation. The Plan includes Goals, Policies, and Action items that the transportation system be safe and efficient. It also includes a discussion of alternative modes of transportation.

**6. Those portions of the implementing ordinances relevant to the proposal; and if provisions are not considered, the reasons why such portions of the ordinances were not considered:**

None.

**7. An analysis relating the facts found to be true by the Director to the applicable criteria and a statement of the alternatives:**

The Sunset Neighborhood Plan is in conformance with all applicable federal, state, and City of West Linn requirements. The Plan will more fully implement the goals and policies of the West Linn Comprehensive Plan, and will also provide the City with a framework and list of priorities for resolving ongoing problems and issues within the neighborhood.



U.S. POSTAGE  
04.80  
H METER 489986

*West Linn*

Planning and Building  
22500 Salamo Road, #1000  
West Linn, OR, 97068

**TO:**

PLAN AMENDMENT SPECIALIST  
DEPT OF LAND CONSERVATION AND  
DEVELOPMENT  
635 CAPITOL ST NE, STE 150  
SALEM, OR 97301-2540

FIRST CLASS MAIL

