

MILWAUKIE
CITY COUNCIL MEETING
OCTOBER 1, 1985

COUNCIL CHAMBERS

1489TH MEETING

THE ONE THOUSAND FOUR HUNDRED EIGHTY-NINTH MEETING OF THE MILWAUKIE CITY COUNCIL WAS CALLED TO ORDER AT 7:01 P.M. ON OCTOBER 1, 1985, WITH THE FOLLOWING COUNCILORS PRESENT:

RON KINSELLA, MAYOR
CRAIG LOMNICKI
MIKE RICHMOND

ROGER HALL
CHERE SANDUSKY

ALSO PRESENT:

HUGH BROWN,
CITY MANAGER
GREG EADES,
CITY ATTORNEY

RON GOODPASTER,
POLICE CHIEF
TOPAZ FAULKNER,
PLANNING DIRECTOR
JOY BROOKHOUSE,
EXECUTIVE SECRETARY

AUDIENCE PARTICIPATION

MAYOR KINSELLA ANNOUNCED THAT THE CITY HAD BEEN NOTIFIED LATE IN THE AFTERNOON THAT PRECISION CASTPARTS HAD BEEN GIVEN 30 DAYS BY THE OREGON STATE HEALTH DIVISION TO MAKE CORRECTIONS REGARDING NOT CARRYING THROUGH WITH PROCEDURES WHICH WERE REQUIRED BY THEIR LICENSE. IF CORRECTIONS WERE NOT MADE WITHIN THAT 30-DAY PERIOD, PRECISION CASTPARTS MIGHT LOSE THEIR LICENSE. MEMBERS OF COUNCIL THEN REQUESTED FURTHER DISCUSSION AS INFORMATION BECOMES AVAILABLE. MAYOR KINSELLA STRESSED THAT THE SITUATION WAS NOT A MAJOR THREAT TO THE CITIZENS OF THE COMMUNITY, BUT WOULD BE FOLLOWED VERY CLOSELY UNTIL THE SITUATION WAS RESOLVED.

COUNCILMEMBER HALL ARRIVED AT 7:08 P.M.

PUBLIC HEARING

AN APPEAL OF PLANNING COMMISSION DECISION TO DENY REQUEST BY KING BELL HOUSING, INC. (FILE CS-85-02) - MAYOR KINSELLA OUTLINED THE PROCEDURE TO BE FOLLOWED AND REQUIREMENTS TO BE MET DURING THE APPEAL HEARING. COUNCILMEMBER LOMNICKI DECLARED A POSSIBLE CONFLICT AS A MEMBER OF THE CLACKAMAS COUNTY COMMUNITY ACTION BOARD; HOWEVER, IT WAS FELT THAT THIS WOULD NOT CAUSE ANY PROBLEM.

TOPAZ FAULKNER PRESENTED THE STAFF REPORT REVIEWING THE EVENTS THAT HAD LED UP TO THE DECISION BY THE PLANNING COMMISSION, CITING THE COMMISSION'S REASONING THAT IT DID NOT COMPLY WITH OBJECTIVE THREE OF NEIGHBORHOOD AREA ONE OF THE NEIGHBORHOOD ELEMENT OF THE COMPREHENSIVE PLAN AND DID NOT PROVIDE ADEQUATE

2

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 2

OPEN SPACE TO CREATE A PLEASING TRANSITION TO ADJACENT PROPERTIES AND THEREFORE IS NOT AN APPROPRIATE LOCATION FOR THIS USE.

MAYOR KINSELLA REVIEWED ADDITIONAL CORRESPONDENCE RECEIVED AFTER THE PACKETS HAD BEEN ASSEMBLED.

APPLICANTS PRESENTATION - FRANK JOSSELSON, REPRESENTING KING BELL HOUSING, INC., STATED THAT HE WAS THERE TO PERSUADE THE COUNCIL OF SEVERAL THINGS, ONE OF WHICH WAS THAT THE FACILITY WAS NEEDED IN THE DESIGNATED AREA. HE INDICATED THAT IT WAS DIFFICULT TO LOCATE FACILITIES THAT WOULD COMPLY WITH THEIR NEEDS AND FOSTER COMPLETE SUPPORT FROM ADJACENT PROPERTY OWNERS. MR. JOSSELSON THEN INTRODUCED BRIEFLY THE PEOPLE WHO WOULD BE SPEAKING IN SUPPORT OF KING BELL HOUSING.

REV. DOUG MCCLURE, THE MINISTER OF MILWAUKIE PRESBYTERIAN CHURCH, SPOKE IN FAVOR, CITING THE NEED FOR A PERMANENT FACILITY AND RECOUNTING THAT INCIDENTS ASSOCIATED WITH THE HILLSBORO FACILITY WERE MINIMAL. HE ALSO REMINDED THAT HE HAD PARTICIPATED IN A CITY TASK FORCE THAT DETERMINED THAT A PERMANENT SHELTER WAS IMPERATIVE IN THE LONG TERM.

FRANK JOSSELSON REVIEWED THE PROCEDURE FOR EMERGENCY HOUSING OF HOMELESS PERSONS STATED THAT THE LENGTH OF STAY AT THE SHELTER IS GENERALLY TWO WEEKS OR LESS.

SUSAN WAGNER, PRESIDENT OF KING BELL HOUSING, INC. BOARD, REVIEWED THE EXISTING KING BELL HOUSING FACILITIES AND LISTED, BY NAME AND OCCUPATION, THE OTHER BOARD MEMBERS. MS. WAGNER STATED THAT THE COUNTY WAS UNABLE TO MEET THE NEEDS OF THE OVER 500 FAMILIES REQUESTING ASSISTANCE AND RELATED THE SITUATIONS SURROUNDING THREE RECENT CLIENTS WHO HAD BEEN ASSISTED THROUGH THE EXISTING PROGRAM.

MS. WAGNER CONTINUED BY REVIEWING THE CRITERIA THAT THEY HAD USED AS A BASIS FOR MAKING THEIR CHOICE OF LOCATIONS, INDICATING THAT THERE WAS NO PERFECT SITE AND THAT THE MILWAUKIE LOCATION CAME AS CLOSE AS THEY WOULD EVER COME. SHE STRESSED THAT THE PEOPLE ASSISTED AT THE SHELTER WOULD BE RESPONSIBLE FOR ACTIVELY SEEKING A SOLUTION TO THEIR PROBLEMS.

COUNCILMEMBERS ADDRESSED QUESTIONS REGARDING THE PROCESS FOR DETERMINING THE ACCEPTABILITY OF PEOPLE REQUESTING ASSISTANCE AND AVAILABILITY OF STAFF TO SECURE THE FACILITY.

JEANIE KUZMIN-WALLING, REPRESENTING THE CLACKAMAS COUNTY SOCIAL SERVICES DIVISION, OUTLINED THE PROCEDURES FOLLOWED IN DETERMINING WHETHER AN APPLICANT IS ELIGIBLE FOR HOUSING IN THE SHELTER AND STRESSED THAT THIS WAS FOR 'TEMPORARY' HELP. SHE RECOUNTED THAT 100 REQUESTS FOR HOUSING HAD BEEN RECEIVED IN SEPTEMBER ALONG AND THAT THE CLACKAMAS COUNTY SOCIAL SERVICES DIVISION WOULD BE PROVIDING SUPPORT TO KING BELL HOUSING.

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 3

ROBIN AUBERG, REPRESENTING THE HILLSBORO KING BELL PROJECT, STATED THAT THE NEED FOR ADDITIONAL FACILITIES AND HAVING TO TURN PEOPLE AWAY IS VERY FRUSTRATING AND GAVE PROFILES OF PEOPLE RECENTLY HELPED THROUGH THE HILLSBORO FACILITY. MAYOR KINSELLA ASKED IF THE FACILITY WOULD HOUSE WIVES WHO WERE LEAVING THEIR HUSBANDS BECAUSE OF PHYSICAL ABUSE AND MS. AUBERG RESPONDED THAT THIS WOULD ONLY BE ALLOWED IF THERE WAS NO RISK INVOLVED TO RESIDENTS OF THE FACILITY.

BETTY COOK, ALUMNI OF HILLSBORO'S PROJECT AND MEMBER OF THE STAFF, RECOUNTED HER EXPERIENCES AT THE SHELTER INCLUDING THE SUPPORT OF THE STAFF AND URGED COUNCIL TO APPROVE THE REQUEST.

BOB MILLER, ARCHITECT FOR THE PROJECT, INDICATED THAT HE HAD BEEN SURPRISED BY THE REASON CITED BY THE PLANNING COMMISSION FOR ITS DENIAL AND PROPOSED AN ALTERNATE PLAN WHICH ELIMINATED 3 PARKING SPACES TO INCREASE THE 'OPEN SPACE' AND STRESSED THE WILLINGNESS TO ACCOMODATE THE NEIGHBORS BY ERECTING A 5' RED-WOOD FENCE. HE POINTED OUT THAT THE PHYSICAL PLANT WOULD ACTUALLY IMPROVE THE APPEARANCE OF THE NEIGHBORHOOD. MAYOR KINSELLA ASKED IF THE ELIMINATION OF THE 3 SPACES WOULD STILL ALLOW THEM TO MEET THE PARKING REQUIREMENTS AND IT WAS INDICATED THAT, ALLOWING FOR 1 SPACE FOR EACH STAFF MEMBER AND SUFFICIENT PARKING SPACES WITHIN 200 FEET, IT WOULD STILL BE CONSIDERED AS ACCEPTABLE.

FRANK JOSSELSON OUTLINED CURRENT AND PROPOSED CONDITIONS OF THE PROPERTY AND THE BUILDINGS, THE CURRENT USE VERSUS THE PROPOSED USE AND THE IMPACT ON THE COMMUNITY. HE THEN PRODUCED A LETTER FROM PLANNING SECRETARY CYNTHIA NAGY WHICH OUTLINED THE REASON FOR THE DENIAL AND INDICATED THAT THE STANDARDS FOR DENIAL WERE OF QUESTIONABLE BASIS. ALSO PRODUCED WAS A COPY OF A MAY 1983 LETTER, SIGNED BY THEN-MAYOR JOY BURGESS, INDICATING THE NEED FOR A KING BELL HOUSING FACILITY. MR. JOSSELSON REITERATED A SUGGESTION POSED BY MR. GUDGEL, WHICH WAS TO APPROVE THE FACILITY ON A 'TEMPORARY' BASIS, ALLOWING FOR RE-ASSESSMENT IN A SPECIFIED AMOUNT OF TIME AND MR. JOSSELSON INDICATED THAT KING BELL HOUSING WAS WILLING TO AGREE TO THIS CONCESSION BECAUSE OF THEIR CONFIDENCE THAT THE FACILITY WOULD PROVE TO BE AN ASSET TO THE COMMUNITY.

OTHERS IN SUPPORT - DALE HARLAN, CLACKAMAS COUNTY COMMISSIONER AND RESIDENT OF THE PROPOSED AREA, INDICATED THAT HE HAD THOUGHT LONG AND HARD BEFORE ATTENDING THE MEETING AND, BECAUSE OF THE APPARENT NEED AND THE GOOD ORGANIZATION OF THE PROJECT, HE HAD DECIDED THAT HE WOULD BE WILLING TO GIVE THE FACILITY A TRY. HE STATED THAT HE FELT THAT RESIDENTS NEEDED TO LOOK AT THE BROADER NEED OF THE COMMUNITY AND LIKE OTHERS AT FIRST HE WASN'T OPPOSED BUT ALSO WAS DEFINITELY NOT EXCITED ABOUT THE PROSPECT. MR. HARLAN RECOUNTED SOME CASES HE HAD ENCOUNTERED DURING HIS EXPERIENCE AS A COMMISSIONER AND STRESSED THE 'PEOPLE CAN'T ALWAYS GO SOMEWHERE ELSE'.

④

OCTOBER 1, 1985, CITY COUNCIL MINUTES

PAGE 4

JIM BACKENSTOS EXPRESSED HIS SUPPORT OF THE SHELTER, SUGGESTING THAT, UNDER OTHER CIRCUMSTANCES, THE SITUATION MIGHT BE REVERSED AND THE NEED FOR ASSISTANCE MIGHT BE CLOSER TO HOME. HE ALSO EMPHASIZED THAT THE SHELTER WAS FOR TEMPORARY HOUSING.

BREAK - 8:50 P.M.

RECONVENE - 9:00 P.M.

TESTIMONY IN OPPOSITION - BOB GUDGEL, RESIDENT, AGREED WITH THE NEED FOR THE SHELTER HOUSE AND REPORTED THAT HE HAD VISITED THE HILLSBORO FACILITY. HE INDICATED THAT HE WAS IMPRESSED WITH THE HILLSBORO LOCATION: IN A RESIDENTIAL AREA, BUT REMOVED FROM THE NEIGHBORING STRUCTURES BY AT LEAST 100', AND THAT HE HAD RECEIVED NO SPECIFIC COMPLAINTS FROM NEIGHBORS WHEN HE ASKED THEM ABOUT THE FACILITY. MR. GUDGEL ALSO SPOKE WITH MEMBERS OF THE HILLSBORO POLICE DEPARTMENT WHO INDICATED THAT NONE OF THE RESPONSES TO THE FACILITY HAD RESULTED IN CRIMINAL ACTIONS. MR. GUDGEL THEN OUTLINED HIS DEFINITION OF THE IDEAL LOCATION FOR SUCH A FACILITY AND THE CONCERN OF THE PEOPLE IN THE PROPOSED NEIGHBORHOOD REGARDING THE UNKNOWN QUANTITY OF PEOPLE TO BE HOUSED AT THE SHELTER. HE CITED SECTION 10, PARAGRAPH 3 OF THE ZONING ORDINANCE WHICH REQUIRES A SET BACK FOR A COMMUNITY SERVICE OVERLAY AND EXPRESSED CONCERN THAT THE RECENTLY SUGGESTED FENCE WOULD NOT ELIMINATE THE POTENTIAL PROBLEM. TOPAZ FAULKNER REITERATED THAT STAFF HAD RECOMMENDED THAT THE PRE-EXISTING STRUCTURE COULD NOT BE HELD TO THE ORDINANCE WHICH DEALT WITH THE SET BACK IN THE TRANSITION AREA OF NEW STRUCTURES.

ALBERT REDDAWAY, RESIDENT, EXPRESSED CONCERN ABOUT THE CARE AND MAINTENANCE OF THE PROPERTY AND INDICATED THAT HE WAS SPEAKING FOR APPROXIMATELY 15 OTHER PEOPLE WHO WERE ALSO CONCERNED ABOUT SECURITY.

BERT THORSON, RESIDENT, REQUESTED SPECIFIC CRITERIA RELATING TO CONSIDERATION OF THE APPEAL AND QUESTIONED THE FACILITY'S ABILITY TO MEET THE PROVISIONS OF THE COMPREHENSIVE PLAN. HE ALSO INDICATED HIS DOUBT THAT THERE WAS A BENEFIT TO BE DERIVED BY THE NEIGHBORHOOD OR THAT SECURITY COULD BE MAINTAINED.

SHIRLEY PARK, RESIDENT, ADDRESSED THE PARKING ISSUE, INDICATING THAT THERE IS NO PARKING AVAILABLE ON WILLARD STREET.

FAIRY MILLS, RESIDENT, EXPLAINED THAT SHE HAD A DAY CAR BUSINESS IN HER HOME AND THE SHELTER WOULD BE A REAL DETRIMENT TO HER BUSINESS; SOME OF HER CLIENTS HAVING INDICATED THAT THEY WOULD TAKE THEIR CHILDREN ELSEWHERE IF THE SHELTER WAS APPROVED. MS. MILLS ALSO REINFORCED HER SUPPORT FOR THE SHELTER HOME CONCEPT BUT NOT THE LOCATION.

OCTOBER 1, 1985. CITY COUNCIL MINUTES
PAGE 5

ANDREW MILLS, RESIDENT, STATED THAT HE WAS RENTING HIS HOME AND WAS CONCERNED THAT HE WOULD BE FORCED TO MOVE BECAUSE OF THE DETRIMENTS OF THE FACILITY AND THAT THE LANDLORD WOULD BE PLACED IN A POSITION OF LOWERING HIS STANDARDS IN ORDER TO FIND OTHER RENTERS.

JAN DOUTHIT, RESIDENT, SUPPORTED CONCERNS REGARDING TRAFFIC PROBLEMS AND DRIVEWAY ACCESS WHEN BLOCKED BY VEHICLES.

MICHAEL PARK, RESIDENT, ALSO SUPPORTED CONCERNS ABOUT THE ALREADY CRITICAL TRAFFIC SITUATION.

STAFF COMMENTS - POLICE CHIEF RON GOODPASTER RECOUNTED THAT HILLSBORO POLICE PERSONNEL HAD NOT IDENTIFIED THE SHELTER AS A PROBLEM; THAT ALL CALLS HAD BEEN FOR NON-CRIMINAL OR PUBLIC ASSISTANCE CALLS.

COUNCILMEMBER HALL DIRECTED A QUESTION TO MS. AUBERG REGARDING COMPLAINTS ABOUT INCREASED NOISE LEVELS AT THE HILLSBORO FACILITY. MS. AUBERG STATED THAT THE PEOPLE HOUSED AT THE FACILITY WERE VERY SERIOUS ABOUT RESOLVING THEIR HOUSING PROBLEMS AND WERE NOT THERE FOR A PARTY. SHE POINTED OUT THAT THE FAMILIES DID REPRESENT AN INCREASE IN NOISE, BUT HAD NOT PROMPTED COMPLAINTS FROM NEIGHBORS. COUNCILMEMBER HALL THEN ASKED ABOUT CONFRONTATIONS AND MS. AUBERG RESPONDED THAT SHE HAD NEVER HAD A CONFRONTATION THAT SHE COULDN'T HANDLE.

FRANK JOSSELSON ADDRESSED A QUESTION REGARDING THE BENEFIT TO BE DERIVED FROM THE PROPOSED FENCE AND IT'S FEASIBILITY UNDER THE EXISTING SPACE LIMITATIONS, STATING THAT THE FENCE WOULD BE PLACED AS CLOSE TO THE PROPERTY LINE AS POSSIBLE TO PROVIDE AS MUCH OF A SCREEN AS POSSIBLE. BOB MILLER RESPONDED TO THE FEASIBILITY QUESTION BY INDICATING THAT THERE WAS ADEQUATE ROOM AT THIS POINT FOR THE EMERGENCY EXIT DOOR TO SWING OUT WITHOUT A PROBLEM.

REBUTTAL - FRANK JOSSELSON RESPONDED TO COMMENTS REGARDING THE PARKING PROBLEM, STATING THAT ANY CONTRIBUTION TO THE PROBLEM MADE BY THE SHELTER WOULD BE INSIGNIFICANT COMPARED TO THE EXISTING SITUATION. HE ALSO EXPRESSED HIS APPRECIATION FOR MR. HARLAN'S POINT OF VIEW IN THIS MATTER.

THE PUBLIC HEARING CLOSED AT 9:45 P.M.

MAYOR KINSELLA THEN OPENED COUNCIL DISCUSSION AND COMMENTS.

COUNCILMEMBER SANDUSKY ASKED CITY ATTORNEY GREG EADES TO CLARIFY THE INTERPRETATION OF COMMUNITY SERVICE OVERLAY THAT HAD LED TO THE DENIAL BY THE PLANNING COMMISSION AND MR. EADES STATED THAT THE COMMUNITY SERVICE OVERLAY WAS OPEN TO INTERPRETATION BY THE COUNCIL; THAT THE COUNCIL MAY OVERULE THE PLANNING COMMISSION DECISION.

6

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 6

MAYOR KINSELLA ADDRESSED A QUESTION TO PLANNING COMMISSION CHAIRMAN JOHN LITTLEHALES REGARDING THE USE OF COMMUNITY SERVICE OVERLAY. MR. LITTLEHALES INDICATED THAT THIS SPECIFIC USE HAD NO 'PAT' DEFINITION AND THAT THE MATTER HAD BEEN DELAYED THREE TIMES TO PROVIDE ADEQUATE TIME TO CONSIDER EACH ASPECT BEFORE MAKING A DECISION.

COUNCILMEMBER LOMNICKI STATED THAT HE FELT THE MAJOR REASON FOR THE DENIAL HAD BEEN STATED AS THE 'ABSENCE OF ADEQUATE OPEN SPACE' AND THAT THE ALTERNATE PLAN OFFERED EARLIER IN THE MEETING WOULD ELIMINATE THIS CONCERN AND PERMIT COUNCIL TO DEFINE WHETHER THE FACILITY IS NEW DEVELOPMENT OR DIFFERENT RESIDENTIAL USAGE.

MAYOR KINSELLA ASKED WHETHER THE PRESENT PROPOSAL WAS ALLOWING FOR ADEQUATE PARKING AND TOPAZ FAULKNER REPLIED THAT, WITH THE REQUIREMENT THAT A SPACE BE PROVIDED FOR EACH STAFF MEMBER AND FOR 50% OF THE CLIENTELE, THERE REMAINS A CONCERN, AS INDICATED BY THE STAFF REPORT, THAT ADEQUATE PARKING IS ACTUALLY AVAILABLE. MS. FAULKNER INDICATED THAT IT WAS POSSIBLE THAT A CONDITION COULD BE SET THAT WOULD PROVIDE THE OPTION TO ENTER INTO CONTRACTUAL AGREEMENTS WITH SURROUNDING FACILITIES (IE. PRESBYTERIAN CHURCH LOT) TO PROVIDE STAFF PARKING. SHE SUGGESTED THAT ADEQUATE SIGNING COULD ALSO BE A CONDITION.

COUNCILMEMBER HALL ASKED GREG EADES TO RESPOND TO THE POSSIBILITY OF COUNCIL APPROVING THE REQUEST ON A TEMPORARY BASIS, SETTING A REVIEW DATE FOR FINAL EVALUATION. GREG INDICATED THAT IT MAY BE DIFFICULT TO DEVELOP REVIEW CRITERIA, BUT WAS WORTH CONSIDERATION IF THE COUNCIL HAD REAL CONCERNS REGARDING THE SHELTER AND THAT A MECHANISM FOR REVIEW SHOULD BE WRITTEN IN TO ALLOW FOR RECOURSE IN CASE A PROBLEM EXISTS.

COUNCILMEMBER LOMNICKI STRESSED THAT ENOUGH TIME SHOULD BE ALLOWED TO PROVIDE THE SHELTER ADEQUATE TIME TO SMOOTH OUT DIFFICULTIES THAT ARISE DURING DEVELOPMENT. HE ALSO URGED THAT THE TRANSIENT ASPECT SHOULD NOT BE THE FOCUS; THAT HUMANITARIAN BENEFITS WERE THE MAJOR CONCERN.

COUNCILMEMBER RICHMOND EXPRESSED THE NEED TO CONSIDER THE BENEFIT TO THE COMMUNITY AS A WHOLE AND OFFERED HIS SUPPORT FOR AN APPROVAL WITH A PREDETERMINED PERIOD OF REVIEW.

MAYOR KINSELLA ASKED ABOUT THE PROCEDURE THAT WOULD BE FOLLOWED AT THE TIME DESIGNATED FOR REVIEW AND GREG EADES STRESSED THAT THIS PROCEDURE SHOULD BE CHOSEN FOR 'HIGH-RISK' MATTERS AND THAT COUNCIL SHOULD CONSIDER CAREFULLY WHETHER THIS MATTER WARRANTED A REVIEW PERIOD.

COUNCILMEMBER HALL MOVED TO APPROVE THE KING BELL HOUSING REQUEST WITH THE PROVISION THAT CONDITIONS AND FINDINGS BE DEVELOPED BY THE CITY ATTORNEY, THE PLANNING DEPARTMENT AND KING BELL HOUSING TO BE PRESENTED AT THE NEXT CITY COUNCIL MEETING FOR APPROVAL BY COUNCIL. COUNCILMEMBER RICHMOND SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 7

BREAK - 10:15 P.M.

RECONVENE - 10:26 P.M.

OTHER BUSINESS

- A. CONSIDERATION OF RECOMMENDATIONS FROM SENIOR COMMISSIONS REGARDING THE BEER POLICY AT THE MILWAUKIE SENIOR CENTER. CITY MANAGER HUGH BROWN PRESENTED A REVIEW OF THE RECOMMENDATION FROM THE SENIOR CITIZEN ADVISORY COMMISSION AND THE CENTER ADVISORY BOARD. COUNCILMEMBER HALL MOVED TO APPROVE THE RECOMMENDATION TO AMEND THE CURRENT ALCOHOLIC BEVERAGE POLICY TO ALLOW THE USE OF BEER AT THE CENTER AND COUNCILMEMBER RICHMOND SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

- B. DISCUSSION OF CITY SURVEY AND 'COMMUNITY CONGRESS' - CITY MANAGER HUGH BROWN REVIEWED SURVEY BACKGROUND MATERIAL AND RECOMMENDED APPROVAL OF THE SURVEY CONTRACT WITH COGAN - SHARPE - COGAN. COUNCIL DISCUSSION FOLLOWED. MAYOR KINSELLA INDICATED THAT APPROVAL SHOULD BE GIVEN AFTER THE QUESTIONS HAD BEEN REVIEWED. THE MAYOR THEN MOVED TO APPROVE THE SURVEY CONTRACT SUBJECT TO APPROVAL OF THE CONCEPT OF THE QUESTIONS BY COUNCIL AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. COUNCILMEMBER LOMNICKI STRESSED THAT THE SURVEY PROCESS WAS NOT TO EXCEED \$7,000. THE MOTION CARRIED BY A VOTE OF 4 TO 1, WITH COUNCILMEMBER LOMNICKI VOTING AGAINST. COUNCILMEMBER LOMNICKI STATED THAT HIS OPPOSITION WAS BECAUSE OF THE AMOUNT OF DOLLARS NOT BECAUSE OF THE CONCEPT. MAYOR KINSELLA URGED THAT CITIZENS SHOULD BE INFORMED THAT ADDITIONAL SERVICES OR PROJECTS MAY ALSO REQUIRE HIGHER TAXES.

- C. BUDGET TRANSFER - CITY MANAGER HUGH BROWN EXPLAINED THAT THE TRANSFER WAS BEING REQUESTED TO RETURN MONIES PREVIOUSLY TRANSFERRED TO COVER THE NEW FIREFIGHTER CONTRACT BECAUSE A NEW AGREEMENT HAS NOT YET BEEN SIGNED. COUNCILMEMBER LOMNICKI MOVED TO APPROVE THE BUDGET TRANSFER AND COUNCILMEMBER HALL SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY AND RESOLUTION 27-1985 WAS ADOPTED.

- D. TRI-MET - MAYOR KINSELLA EXPLAINED THAT BUS NO. 31 HAD BEEN ROUTED FROM MONROE TO HARRISON AS OF SEPTEMBER 29TH AND THAT THE CITY HAD LEARNED THAT FIVE TRI-MET BUSES WERE 'EXPRESS'. TRI-MET WILL BE SCHEDULED TO CONSIDER CHANGES IN THE ROUTE.

MAYOR KINSELLA REQUESTED THAT A LETTER BE DIRECTED TO TRI-MET IDENTIFYING THE FOLLOWING: 1) ALL EXPRESS BUSES CURRENTLY IN MILWAUKIE; 2) NO CHANGES WOULD BE ALLOWED WITHOUT NOTIFYING THE CITY; 3) A NEW SCHEDULE FOR TRANSIT CENTER IMPROVEMENTS; AND 4) NO EXPRESS BUSES WILL BE ALLOWED ON RESIDENTIAL STREETS.

⑧

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 8

COUNCILMEMBERS AGREED THAT IT WAS TIME TO MEET WITH THE TRI-MET BOARD TO ADDRESS THESE CONCERNS AND REQUESTED THAT STAFF ARRANGE A WORK SESSION WITH THE TRI-MET BOARD.

- E. MCLOUGHLIN/TACOMA/JOHNSON CREEK BLVD. - MAYOR KINSELLA REPORTED THAT COUNCILMEMBERS HAD BEEN CONTACTED BY NORTH MCLOUGHLIN BOULEVARD BUSINESSMEN'S ASSOCIATION TO DISCUSS THE MCLOUGHLIN IMPROVEMENTS. COUNCILMEMBER HALL REQUESTED COUNCIL'S CONSENSUS OF WHETHER IT WAS THEIR DESIRE TO LOOK FOR ALTERNATIVES TO THE CURRENT PROPOSAL OR TO GO WITH THE CURRENT PROPOSAL WHICH APPEARED TO BE A PARTIAL SOLUTION TO A LARGER PROBLEM. MAYOR KINSELLA INDICATED THAT HE WAS FRUSTRATED BY THE DEMANDS OF SO MANY INDIVIDUAL NEIGHBORHOODS WHEN THE BENEFIT TO BE REALIZED BY THE MAJORITY WAS BEING CONSISTENTLY POSTPONED. COUNCILMEMBER HALL STRESSED THAT PROGRESS HAD BEEN MADE ON THE PROJECT AND THAT WORK NEEDED TO CONTINUE TOWARD FINDING A SOLUTION. CITY MANAGER HUGH BROWN INDICATED THAT THE MOST CURRENT RESOLUTION WOULD BE AVAILABLE FOR COUNCIL'S CONSIDERATION IN A FEW DAYS. COUNCILMEMBERS REQUESTED A MEETING WITH MAYOR CLARK AND COMMISSIONER STRACHAN FROM PORTLAND TO DISCUSS THE MATTER.

CONSENT AGENDA

COUNCILMEMBER HALL MOVED TO APPROVE THE MINUTES FROM THE SEPTEMBER 17, 1985, CITY COUNCIL MEETING AND COUNCILMEMBER LOMNICKI SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

INFORMATION

ANNOUNCEMENTS BY CITY MANAGER -

- A 1/2-DAY WORK SESSION IS IN THE PROCESS OF BEING SCHEDULED TO DISCUSS THE WATERFRONT, ANNEXATION AND AN UPDATE ON CITY FINANCES. COUNCIL AGREED ON TUESDAY, OCTOBER 22ND FROM 8 A.M. TO 12 NOON AT A PLACE TO BE DETERMINED.
- LAPEL PINS, DEPICTING THE MILWAUKIE DOGWOOD HAVE BEEN RECEIVED. THEY WILL BE PRESENTED TO EMPLOYEES, CITY COUNCIL, BOARD AND COMMISSION MEMBERS AND WILL BE OFFERED TO OTHERS AT A COST OF \$2 APIECE.
- THE DRAFT OF THE BROCHURE ON THE STREET/STORM DRAIN BOND ISSUE WAS PRESENTED TO COUNCIL FOR THEIR CONSIDERATION AND THE CITY MANAGER REPORTED THAT THE BOY SCOUTS HAD BEEN SUGGESTED AS A MEDIUM FOR DELIVERING THE BROCHURES DOOR-TO-DOOR.
- FIRE CHIEF BAILEY WILL BE AVAILABLE TO DISCUSS PRECISION CASTPARTS. COUNCILMEMBER RICHMOND EXPRESSED CONCERN WITH POTENTIAL OF OVERREACTION TO THE SITUATION CAUSING

OCTOBER 1, 1985, CITY COUNCIL MINUTES
PAGE 9

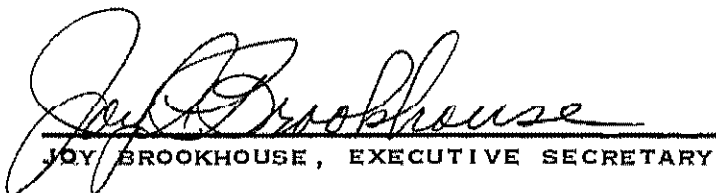
ALARM AND URGED A NEED TO GATHER MORE INFORMATION.

- STAFF IS CONTINUING TO GATHER INFORMATION REGARDING CITY SUPPORT FOR PROGRAMS IN THE COUNTY THAT SPONSOR NEEDY FAMILIES THROUGH THE HOLIDAYS.

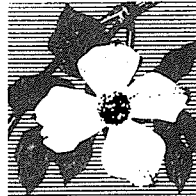
ADJOURNMENT

COUNCILMEMBER HALL MOVED TO ADJOURN THE MEETING AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. THE MEETING WAS ADJOURNED AT 11:12 P.M.

RESPECTFULLY SUBMITTED:


JOY BROOKHOUSE, EXECUTIVE SECRETARY

CITY OF MILWAUKIE



CITY COUNCIL
in the City Hall • phone 659-5171

CITY COUNCIL AGENDA OCTOBER 1, 1985

1489TH MEETING

COUNCIL CHAMBERS

REGULAR MEETING

7:00 P.M.

I CALL TO ORDER

A. PLEDGE OF ALLEGIANCE

II AUDIENCE PARTICIPATION

A. GOOD NEWS

III PUBLIC HEARING

AN APPEAL OF PLANNING COMMISSION DECISION TO DENY REQUEST
BY KING BELL HOUSING, INC. (FILE CS-85-02)

IV OTHER BUSINESS

- A. CONSIDERATION OF RECOMMENDATION FROM SENIOR COMMISSIONS
REGARDING THE BEER POLICY AT THE MILWAUKIE SENIOR CENTER
- B. DISCUSSION OF CITY SURVEY AND 'COMMUNITY CONGRESS'
- C. BUDGET TRANSFERS

V CONSENT AGENDA

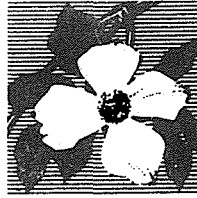
A. CITY COUNCIL MINUTES FROM 9/17/85

VI INFORMATION

- A. BILLS
- B. PLANNING COMMISSION MINUTES FROM 8/27/85 & 9/10/85
- C. CENTER ADVISORY BOARD MINUTES FROM 8/16/85
- D. CAB/SCAC JOINT MEETING MINUTES FROM 9/20/85

VII ADJOURNMENT

CITY OF MILWAUKIE



①

PLANNING DEPARTMENT
in the City Hall • phone 659-5171

September 24, 1985

TO: HUGH BROWN, CITY MANAGER
FROM: TOPAZ FAULKNER
SUBJECT: APPEAL BY KING BELL HOUSING, INC.

The King Bell Housing, Inc. request was first heard by the Planning Commission on 9 July 1985. Testimony from both proponents and opponents was taken and that section of the hearing closed. During their discussion, the Planning Commission raised several questions which the applicant required time to research prior to answering. The hearing was continued until 23 July 1985.

The applicant later requested the hearing date be changed to 13 August 1985. All affected property owners were notified of the change both by the applicant hand delivering notices and by the City staff mailing notices.

At an unrelated public hearing before the City Council on 6 August 1985, the issue of "need" as it regarded the Community Service Overlay was raised. The Council denial of a day-care center on that date prompted staff to further analyze the criteria of the Community Service Overlay. However, lacking sufficient research time prior to the scheduled 13 August 1985, meeting, staff recommended that the Commission hearing be further continued to 27 August 1985. The applicant joined in the request for additional time. The Commission agreed and the public was again notified.

The hearing was opened to public testimony on 27 August 1985. During their discussion portion of the hearing, the Planning Commission asked several questions of staff regarding the ratio of building height to setbacks which are referred to in the Community Service Overlay.

The Planning Commission decided that the proposal essentially changed the use from single-family to "new multi-family housing". Based on that determination, the Commission applied the Objectives listed under Neighborhood Area I on page 24 of the Comprehensive Plan.

Their primary concern was the setback from the eastern property line, since the Community Service Overlay section requires more open space than exists at the site. The Planning Commission

②

September 24, 1985
King Bell Housing, Inc.
Page 2

determined that the open space requirement cannot be met by the site since it is "already substandard".

A motion was made to deny the request by King Bell Housing, Inc. based on the finding that the site "does not comply with Objective 3 of Neighborhood Area I of the Neighborhood Element of the Comprehensive Plan. . ." due to the lack of open space and, therefore, the lack of a pleasing transition to adjacent properties.

EXHIBITS:

1. Applicant's Appeal Form
2. Staff Report - File CS-85-02, Dated July 9, 1985
3. July 9, Planning Commission Minutes along with letter to applicant
Dated 7-11-85
4. Responses to Questions/Issues Raised at Hearing
5. August 13, Request for Continuation by Applicant & Commission
6. August 23, Cover Memo and Exhibits 9-12 for PC Hearing 8-27-85
7. Planning Commission Minutes for August 27, 1985
8. Letters of Correspondence
9. Notice of Appeal to City Council for Residents (Oct. 1, 1985)

9-76

Date September 4, 1985

Milwaukie City Council
City Hall
10722 SE Main Street
Milwaukie, Oregon 97222

Subject: AP- CS- 85- 02 - Emergency/Temporary Shelter
Community Service Overlay

City Council Members:

The undersigned hereby appeal(s) the decision of the Planning Commission concerning the subject case. The decision to (approve) (deny) the application was made at the meeting held on August 27, 1985.

Please set a date for the required public hearing at your earliest convenience. The appeal fee of \$75.00 is attached.

The reasons for this appeal are:

Inappropriate application of the Comprehensive Plan pertaining to new residential developments.

RECEIVED
SEP - 6 1985
PLANNING

| | |
|--------------|------------------|
| EXHIBIT # | <u>1</u> |
| DATE | <u>9-4-85</u> |
| SUBMITTED BY | <u>Applicant</u> |
| RECEIVED | <u>9-6-85</u> |

AP- CS- 85- 02

Sincerely,

(signatures)

Duncan M. Wagner

(addresses)

13930 S. Gain Street
Oregon City, OR 97045

4

CITY of MILWAUKIE PLANNING DIVISION STAFF REPORT

DATE: July 9, 1985

FILE: CS-85-02

REQUEST : Community Service Overlay

APPLICANT : King Bell Housing, Inc.

PROPERTY OWNER : North Clackamas School Distr

LOCATION : 2316 and 2400 SE Willard Street
(Tax Lots 6100/6200/6300 of Tax Map 1 1E 36BC)

| | |
|--------------|-----------|
| EXHIBIT # | 2 |
| DATE | |
| SUBMITTED BY | Applicant |
| RECEIVED | 31 pgs |
| | AP-85-02 |

PROPOSAL:

King Bell Housing, Incorporated requests approval of a Community Service Use to operate an emergency/temporary shelter for homeless families and/or individuals. The site location is a three tax lot parcel including a one-story house currently converted to office uses, a parking lot and a vacant, two-story, single family home.

PROJECT DESCRIPTION:

The shelter is oriented to families suffering economic setbacks and unable to provide for their housing needs. They will be referred from the Social Services Division (SSD). Acceptance by the SSD interviewer will be based on a determination that the family/individual is in actual need; has no other resources; is not harmful to the community; is of age and not under the influence of alcohol or drugs. The family/individual will then be given an "authorization for assistance" and directed to the shelter.

The intent of the shelter is to help people find permanent housing and/or work by providing temporary housing and counseling. Five rooms will be designated for families, and there will be separate bunk rooms for individual men and women. Kitchen facilities and a laundry room will be available for use by residents. The shelter will be staffed by a project coordinator, volunteers and an evening caretaker who will have a studio apartment in the basement of the house (Building 2).

SITE CONDIITONS AND PUBLIC FACILITIES:

The area of the total site is 18,364 square feet in three tax lots. Tax lot 6300 - 5220 square feet; tax lot 6200 - 5400 square feet; and tax lot 6100 - 7744 square feet. As shown on the site plan (Exhibit) tax lot 6300 contains a 1380 square foot house, currently converted to offices. Tax lot 6200 is a gravel parking lot with approximately ten parking spaces. Tax lot 6100 contains a two story home, approximately 2200 square feet in size not including the basement, as well as a two car garage and three parking spaces. Tax lots 6300 and 6200 are separated by a 10-foot wide easement providing access to the two duplexes south of the site.

MILWAUKIE PLANNING DIVISION
STAFF REPORT - King Bell Housing, Inc.
CS-85-02 - July 9, 1985

Access is from Willard Street, which is an improved street with curbs and sidewalks. Sanitary sewer, storm sewer and waterlines are all located in Willard Street. The sidewalk in the driveway approach is cracked and requires replacement. New curb cuts will be necessary to widen the parking lot access as required by Public Works (Exhibit 5). The parking lot must be paved to Public Works' standards, which will involve connecting to the storm sewer, either to the private storm drain existing in the easement between Tax lots 6200 and 6300 (with owners' consent) or to the City storm drain in Willard.

The Structural Safety Division has established an occupancy load, for sleeping purposes, of seven (7) in Building 1 and thirteen (13) in Building 2. A supervised alarm system is required in both units (Exhibit 6).

SURROUNDING ZONING:

The area surrounding the site is R-2, High Density Residential.

CRITERIA:

Zoning Ordinance

Section 3.05
Section 3.20

R-2 Zone Standards
Community Services Overlay
Uses and Procedures
Parking Standards

Section 5

Comprehensive Plan

OBJECTIVE #4 - Neighborhood Conservation, pg. 30

OBJECTIVE #5 - Housing Choice, pg. 31

OBJECTIVE 36 - Housing Assistance, pg. 33

DESCRIPTION AND ANALYSIS:

The applicant has indicated there are approximately ten (10) parking spaces on Tax lot 6200, three (3) on Tax lot 6100 and a two car garage, as well as a carport on Tax lot 6300 (Exhibit 2). If the driveways on Tax lots 6100 and 6300 are also utilized for parking, there appear to be sufficient spaces for up to twenty (20) cars on the site. The maximum occupancy of the site will total twenty (20) residents. The applicant has projected that 50% of the shelter users will not own vehicles and that the remainder will be predominantly families with only one vehicle. Allowing four parking spaces for staff, it appears there will be sufficient off-street parking for everyone associated with the shelter.

The Community Service Overlay Criteria are addressed below:

- A. Authority to Grant or Deny a Community Service Use
 - 1. Requirements of the underlying zone are met.

⑥

All three of the lots exceed the 5000 square feet minimum for the R-2 zone. Tax lot 6300 does not meet the rear yard setback of 15 feet and Tax lot 6100 does not have the required 5-foot sideyard on the east side of the house. However, both of the structures pre-date the 1979 Zoning Ordinance and cannot be required to meet these setbacks. The site does not abut a major street.

The parking lot must be paved and landscaped in compliance with Section 5. Off-street parking appears to be sufficient. The height of the buildings is less than three (3) stories. Lot coverages on 6100 and 6300 do not exceed the maximum. The minimum vegetation requirement on 6100 and 6300 is met by current landscaping which will be maintained. Access requirements are met by all three lots. The transition area requirement does not apply.

2. SPECIFIC STANDARDS in Subsection 10 are met.

- 10.1 The parking lot will be paved, with an oil separator catch basin at the north center of the lot connected to the sewer system. Both structures are currently connected to sanitary sewer, storm sewer and water.
- 10.2 Access to the proposed shelter is through a local residential street. A total of 15-20 average daily trips are projected to be generated by the shelter occupants, based on the assumption that 50% of the users will not own vehicles.
- 10.3 The proposed shelter will utilize existing structures with no changes intended in the building footprints.
- 10.4 Not applicable -- no changes to the height of the current structures are proposed.
- 10.5 No noise generating equipment is proposed.
- 10.6 No change in current lighting provisions are proposed.
- 10.7 The shelter's hours of operation will be 8:30 A.M. to 5:00 P.M., with a 10:00 P.M. curfew.

3. The hours and levels of operation of the proposed use can be adjusted to be reasonably compatible with surrounding uses.

The hours of operation have been listed as 8:30 A.M. to 5:00 P.M. with a 10:00 P.M. curfew for the shelter occupants. These hours are compatible with the adjacent residential uses.

The request is in compliance with the applicable Comprehensive Plan Objectives and Policies: it preserves existing housing stock, utilizes housing resources to address the unmet housing needs of a population segment, and assists low income households in obtaining adequate housing.

RECOMMENDATIONS:

Staff recommends approval of the King Bell Housing, Inc. request for a Community Service Use to operate an emergency/temporary shelter, subject to the following conditions:

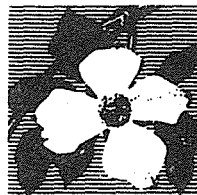
1. Screening must be provided between the parking lot and the duplexes south of the site. This may be either a six foot fence or an evergreen hedge that provides immediate screening to obscure vision at least 80%.
2. Access to the parking lot from Willard Street must be widened to comply with the Public Works standard of 18-20 feet.
3. The parking lot must be paved in compliance with Public Works standards, with adequate provision for storm drainage, and landscaping.
4. The damaged sidewalk must be replaced.
5. A supervised alarm system must be installed per NFPA Standard 72-A, and the occupancy limited as required by Structural Safety Division of the Fire Department.

EXHIBITS

1. Public Notice & Tax Map
2. Application & Narrative provided by applicant
3. Site Plan
4. Floor Plans (Existing and proposed)
5. Public Works Memorandums Dated June 17, 1985 & July 2, 1985
6. Fire Department Memo Dated July 2, 1985
7. Building elevation pictures - could not be printed; will be circulated at the hearing.
8. Letter of support (From 1985 and 1983)

8

CITY OF MILWAUKIE



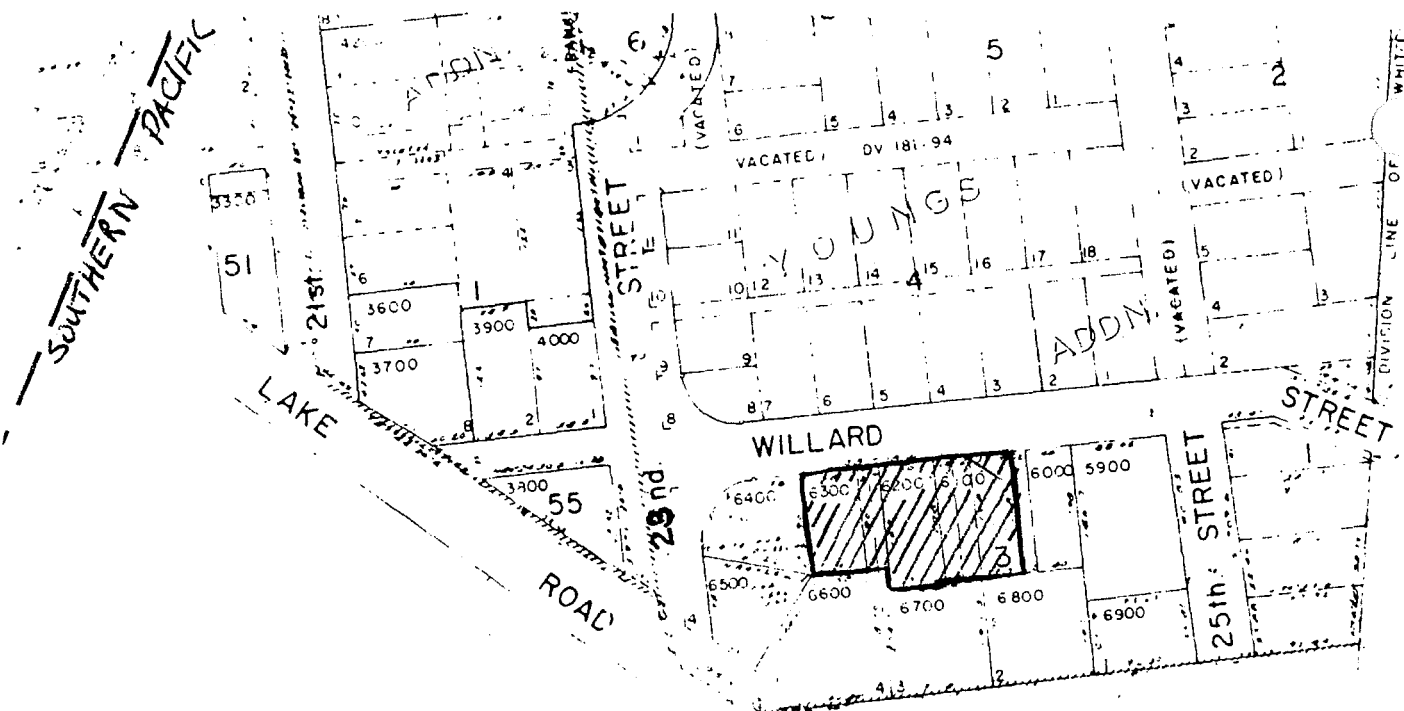
PLANNING DEPARTMENT
in the City Hall • phone 659-5171

June 28, 1985

NOTICE OF PUBLIC HEARING

TO: PROPERTY OWNERS & RESIDENTS
ON: TUESDAY, JULY 9, 1985 at 6:30 PM
AT: CITY HALL COUNCIL CHAMBERS
10722 SE MAIN STREET

The MILWAUKIE Planning Commission will consider a request by King Bell Housing (Applicant) and North Clackamas School District (Owner) for a Community Service Overlay Use to allow a two-story single family home to be used as an emergency/temporary shelter for homeless families or individuals. Another single family home (one story) on the parcel will be used primarily as an office, with part of the structure housing overflow clientele, if the need arises. The property is located at 2316 and 2400 SE Willard Street. (Tax Lots 6100, 6200 & 6300 of Tax Map 1 1E 36BC) (File #CS-85-02).



Interested citizens are invited to attend this hearing, or to submit comments in writing prior to the meeting time. A Planning Staff Report will be available for public review at the Ledding Library, local information whelf, after 11:30 AM, Saturday, July 6th, and at the Planning Office after 8:00 AM, on Monday, July 8, 1985. Copies of the City's Comprehensive Plan and Zoning Ordinance are also available for review at the library and City Hall.

If you have any questions, please call the Planning Office at 659-5171

| | |
|--------------|-------|
| EXHIBIT | _____ |
| DATE | _____ |
| SUBMITTED BY | Staff |
| RECEIVED | _____ |

CITY OF MILWAUKIE
PLANNING DIVISION
10722 S.E. MAIN ST.
MILWAUKIE, OR 97222
(503) 659-5171

Office Use

9

File Number CS-85-02
Received By LM-M
Date Received June 18-1985
Fee 150.00 Receipt # W11473
P/C Hearing Date July 9-1985

application for:

COMMUNITY SERVICE OVERLAY

OWNER

NAME North Clackamas School Dist.
ADDRESS 4444 S. E. Lake Rd.,
CITY Milwaukie, STATE Oregon
TELEPHONE 653-3604 ZIP 97222
SIGNATURE W. Drenth

*APPLICANT

NAME King Bell Housing, Inc.
ADDRESS 13930 S. Gain
CITY Oregon City STATE OR
TELEPHONE 655-8267 ZIP 97045
SIGNATURE Marian M. Wagner

DESCRIPTION OF PROPERTY

ADDRESS 2316 and 2400 S.E. Willard

LEGAL T R S TAX LOT(S) 6100
11E 36BC 6200
6300

LOT SIZE(S) 6100-7744'
6200-5400'
6300-5220'
(Acres/Sq. Feet)

PROPERTY OWNERSHIP LIST:

Please attach a typewritten list of the names and addresses of the property owners located within 500 feet of the subject property (See Attached Map and Example Form #1). On a separate sheet of paper, please list the appropriate Tax Lots and Tax Map numbers for those to be notified (Example Form #2). Owners may be obtained from a title insurance company or from the County Assessor's Office. If the property ownership list is incomplete, this may be cause for postponing the hearing.

The Zoning Ordinance requires that a sign be posted at the site 10 days prior to the hearing. The applicant is responsible for placing the sign at the site and returning the sign to the Planning Office after the hearing. A refundable deposit of \$35.00 for the sign is required, which will be refunded at the time the sign is returned.

USE(S)

EXISTING School Offices PROPOSED Emergency/Temporary Shelter

EXISTING House, Parking Lot and Offices PROPOSED same

BIT # 2
E 18 JUNE 85 STRUCTURE(S)
SUBMITTED BY S. Wagner
3 pgs
RECEIVED L M-M

10

BRIEF PROJECT DESCRIPTION:

King Bell Housing, Inc., a non-profit social service organization requests approval of a community service overlay permit so that a vacant single family home, adjacent parking lot and office can be used as an emergency/temporary shelter for homeless families or individuals. The intent of the emergency shelter is to help people find permanent housing and/or work by providing temporary housing and counseling. The shelter is expected to house a maximum of 24 individuals per night. Five rooms will be set aside for families and there will be separate bunkrooms for individual men and women. Kitchen facilities will be available for use by the residents, along with a laundry room. The shelter will be staffed by a project coordinator, volunteers and an evening caretaker, who will have a studio apartment provided in the basement of the house.

Acquisition and remodeling of the shelter home has been funded by a \$98,000 Community Development Block Grant. Letters of local support are attached. Further information regarding this project has been previously submitted to the City of Milwaukie.

COMPREHENSIVE PLAN DESIGNATION: Community Service Overlay - Boarding or Rooming House.

ZONING: R-2

COMPLIANCE WITH THE COMPREHENSIVE PLAN AND ZONING ORDINANCE:

1. The present building on the site meet all the requirements of the underlying zone for their conditional use. No changes are anticipated for the new use.
3. a. Lot size for tax lot 6300 - 5220
6200 - 5400
6100 - 7744
- b. Front yard for tax lot 6300 - 25'
6200 - parking lot
6100 - 25'
- c. Side yard for tax lot 6300 - 5'
6200 - parking lot
6100 - 12'
- d. Rear yard for tax lot 6300 - ?
6200 - parking lot
6100 - ?
- e. Not on a major street
- f. Off Street Parking - enough spaces available for 9 suites and four employees. Anticipated capacity of shelter will allow 7 suites and four employees.
- g. Height - buildings will remain the same height (tax lot 6300 - one story and 6100 - two stories)
- h. Lot coverage - tax lot 6300 - 26%
6200 - Not applicable
6100 - 28%
- i. Minimum Vegetation - is currently in compliance and will remain so.
- j. Access Requirements for tax lot 6300 - 58' of abutment to a public street.
6200 - 50' "
6100 - 71.7' "

10.1 Street and other improvements will be provided as required. (11)

Utility information

Sanitary Sewer--

Both houses connect to 8" sewer line located in the center of Willard Street.

Water--

Both houses are serviced by 8" water main located in Willard St.

Storm Sewer--

All three properties are serviced by a storm line located in Willard Street. We proposed to pave the parking lot between the two houses and install an oil separator catch basin at north center of the lot and connect to an existing line located in the driveway between Tax Lots 6200 & 6300.

- 10.2 Access to the proposed shelter is through a local residential street. It is projected that usage of this structure for the described purchase will not increase traffic any from the current usage. There will be approximately half of the users on foot and the remaining will arrive generally as families, in one vehicle. There will be an estimated 15-20 trips per day generated by the occupants of this structure.
- 10.3 The three tax lots involved exist in conformance with the requirements of this section and there are no changes intended to the footprint of the building.
- 10.4 The current structures comply with this regulation - no changes in height are anticipated.
- 10.5 There will be no noise generated through the proposed use other than what can normally be expected in Zone R-2.
- 10.6 Lighting will continue as it exists currently.
- 10.7 The hours of operation of the shelter will be from 8:30 AM to 5:00 PM for the office. A curfew will be imposed at 10:00 PM.

12

King Bell Housing, Inc.

EMERGENCY/TEMPORARY SHELTER

The following is a rough idea as to how the shelter will operate. We will have an advisory committee composed of a representative from each of the following to provide firm guidelines procedures: King Bell Housing, Inc., Social Services Division, the local churches, the neighborhood in which the shelter is located and perhaps someone from the Washington County Shelter.

METHODS OF PROCEDURE

Theoretical Orientation

There are many ways to assist families or individuals who are without housing. They can be subsidized in long-term housing (as with the Housing Authority), given a mattress on the floor of a large room (as at Baloney Joe's in downtown Portland), or provided with motel vouchers for short periods of time as has been done in the past in Clackamas County. The concept proposed here for the emergency/temporary shelter is based on the format used by the Washington County Community Action Agency which runs a similar shelter in Hillsboro, Oregon.

Target Population

This shelter is primarily for families (versus single men and women) who have suffered economic setbacks and are not able to provide for their housing needs. They will be referred from the Social Services Division (SSD), which runs a "clearing house" for those in need of emergency services. Upon acceptance by the interviewer at SSD (determination made that the family/individual is in actual need, has no other resources, is not harmful to the community, is of age and is not under the influence of drugs or alcohol, etc.), the family will be given an "authorization for assistance" and will be directed to the facility.

Facility

A site must be selected with an eye toward easy transportation access and required community/private space mix to support the philosophy of the concept. There should be a yard surrounding the existing structure which will provide an opportunity for the residents to grow a garden, picnic and recreate to a moderate degree. Off street parking is necessary for approximately eight vehicles and the neighborhood needs to accept the shelter as a positive community asset.

| | |
|--------------|--------------|
| EXHIBIT # | 2A |
| DATE | 18 JUNE 85 |
| SUBMITTED BY | S. Waagren |
| RECEIVED | SJS L M-M |

The maximum number of individuals the shelter will be able to help is 25 people per night. This may be an assortment of families with children and singles. There will be a men's bunkroom and a women's bunkroom provided with separate bathrooms. A handicapped sleeping area and restroom facilities will be provided on the main floor. The rest of the sleeping spaces will be designated for family use (three to four rooms). The families will also be provided with a separate bathroom.

Methodology

Upon presentation of the "authorization for assistance" to the Project Coordinator, the family will be assigned sleeping quarters in the private sections of the facility and will be issued an emergency food basket, if necessary. Clothing will also be available at the family's request. Meals must be prepared by the family in the community kitchen and consumed in the community dining room. The purpose to forcing families to come out of their private quarters is to encourage them to be out interacting with other people instead of just locking themselves away for a two-week period. By facilitating networking between the residents and emphasizing social communication, it is anticipated families will be more receptive to permanently resolving their housing problems.

A nominal fee of \$1.00 per night per family will be assessed. If the family is unable to pay, they will be allowed to perform household chores assigned in lieu of a cash payment. Daily conferences will be scheduled with the Project Coordinator to evaluate the success of the family's search for permanent housing and to offer support, suggestions, information and referral. Generally a family will only be allowed to remain in the shelter for two weeks, unless unusual circumstances prevail. These will be reviewed on a case-by-case basis. A copy of the proposed rules and regulations are attached. Non-compliance will result in immediate eviction. A family cannot use the shelter more than twice in the same year.

Every effort will be made to motivate the family towards permanent resolution of their shelter problem. Thus, only the sleeping areas will be kept private and hours will be designated as to when these areas must be vacated during the day in order to accomplish this end.

Staffing

The Project Coordinator will work closely with service agencies throughout the County to provide resources for the families. Additionally, it will be the Project Coordinator's responsibility to recruit, train and supervise volunteers and the Caretaker, prepare monthly and annual reports, conduct weekly meetings with the families and solicit donations and ongoing operating funds.

The Caretaker will be hired to ensure there are no problems or emergencies at the shelter during non-business hours. A apartment will be included as part of the compensation for this person or couple as well as a small monthly stipend. In the event a family finds its way to the shelter during non-business hours, the Caretaker will conduct an abbre-

⑭

viated interview pending room available and will determine whether to allow the family to remain in the shelter. At the earliest possible time, this interview will be followed by a more comprehensive assessment by the staff at the Social Services Division.

Volunteers will be used as much as possible to act as receptionists, distribute food and clothing, collect donations, assist with daily assessments, reports and rule enforcement, and general maintenance of the facility. These volunteers will be recruited primarily from local churches and through senior centers and agencies established to employ senior citizens, such as RSVP.

Proposed

EMERGENCY SHELTER HOUSE

POLICY AND RULES

Welcome to the Shelter House. While you are staying here, we hope you will cooperate and help to make this a pleasant place to stay by keeping the house clean and orderly and by keeping the following rules:

1. Please cooperate with the Shelter House personnel and show consideration for others staying in the Shelter House.
2. You are expected to make reasonable, ongoing efforts toward finding permanent housing, employment, etc. You are responsible for keeping appointments with other agencies such as Welfare, guidance counseling, job appointments, etc. A support person will be available to help you. Please keep the staff informed of your daily progress. We require that you fill out and turn in a progress report each day until you find employment. Thereafter, one per week will be sufficient. No progress sheets are required on Sundays.
3. Length of stay in the Shelter House is based on one's individual needs, the effort that is made toward obtaining goals, and your compliance with the house rules.
4. Residents will be assigned daily housekeeping chores and will be responsible for their completion by 9:00 a.m. Monday through Saturday. Please check chore chart daily in the event that your chore has been changed. On Sunday, one may sleep in, as long as your chore is completed by noon.
5. It is the responsibility of all residents to keep their private sleeping area clean and orderly. Each day your room will be inspected for neatness and cleanliness at 9:00 a.m.
6. Special cleaning projects will be scheduled on Saturdays from 8:00 a.m. to 10:00 a.m. Everyone is expected to help.
7. No alcohol or drugs are allowed in the house or on the grounds. Intoxicated persons will not be allowed in the Shelter House.
8. Curfew is 10:00 p.m. on weeknights and 12:00 midnight on Friday and Saturday nights. Doors will be locked at that time. Only those people working late hours will be allowed in after curfew. Bedtime for children under 12 is 9:00 p.m.
9. Your bed and space will not be held open after an overnight absence unless previous arrangements have been made.

16

-2-

10. Phones are available through the Shelter House staff only. Please limit length of phone calls to 5 minutes.
 11. No smoking in the bedrooms; smoking is allowed in designated areas only.
 12. The only people to use the kitchen facilities will be residents and staff. Exceptions for non-residents may be made with staff approval only. Please do your dishes and make sure they are put away and stove, etc. is wiped down.
 13. All storage of food is restricted to the kitchen and dining room. Eating and drinking must be confined to these areas. The kitchen closes promptly at 10:00 p.m.
 14. Laundry facilities are available between 6:00 a.m. and 9:00 p.m. for residents' use. Residents are responsible for keeping the laundry room clean.
 15. Visitors should be kept to a minimum. No visitors after 9:00 p.m.
 16. Please keep the noise down at all times.
 17. Parents must arrange their own child care. Please keep the staff informed of the arrangements.
 18. All medicines and prescription drugs will be kept with the staff for protection of the children. Ask the staff person on duty for them at the appropriate times.
 19. Sheets and blankets must be laundered at least once a week. Before checking out, please return laundered blankets, sheets and towels to office.
 20. No firearms, knives, or weapons of any kind will be allowed in the Shelter House.
 21. No pets are allowed at the Shelter House.
 22. T.V. rules are posted by the T.V. set.
- P.S. If you, or anyone you know is in need of clothing or emergency food, please inquire in the office. Upon your departure, any belongings left behind will not be held longer than one week. After that, they will be given away to people who need them.

KING BELL INC. PROPOSED
EMERGENCY SHELTER LOCATION

6/6/85

REVISED 6/27/85

MILWAUKIE HIGH SCHOOL

WILLARD STREET

UTILITIES

8" SANITARY CENTER LINE OF ST.

STORM SEWER

8" WATERLINE @ CURB LINE

(17)

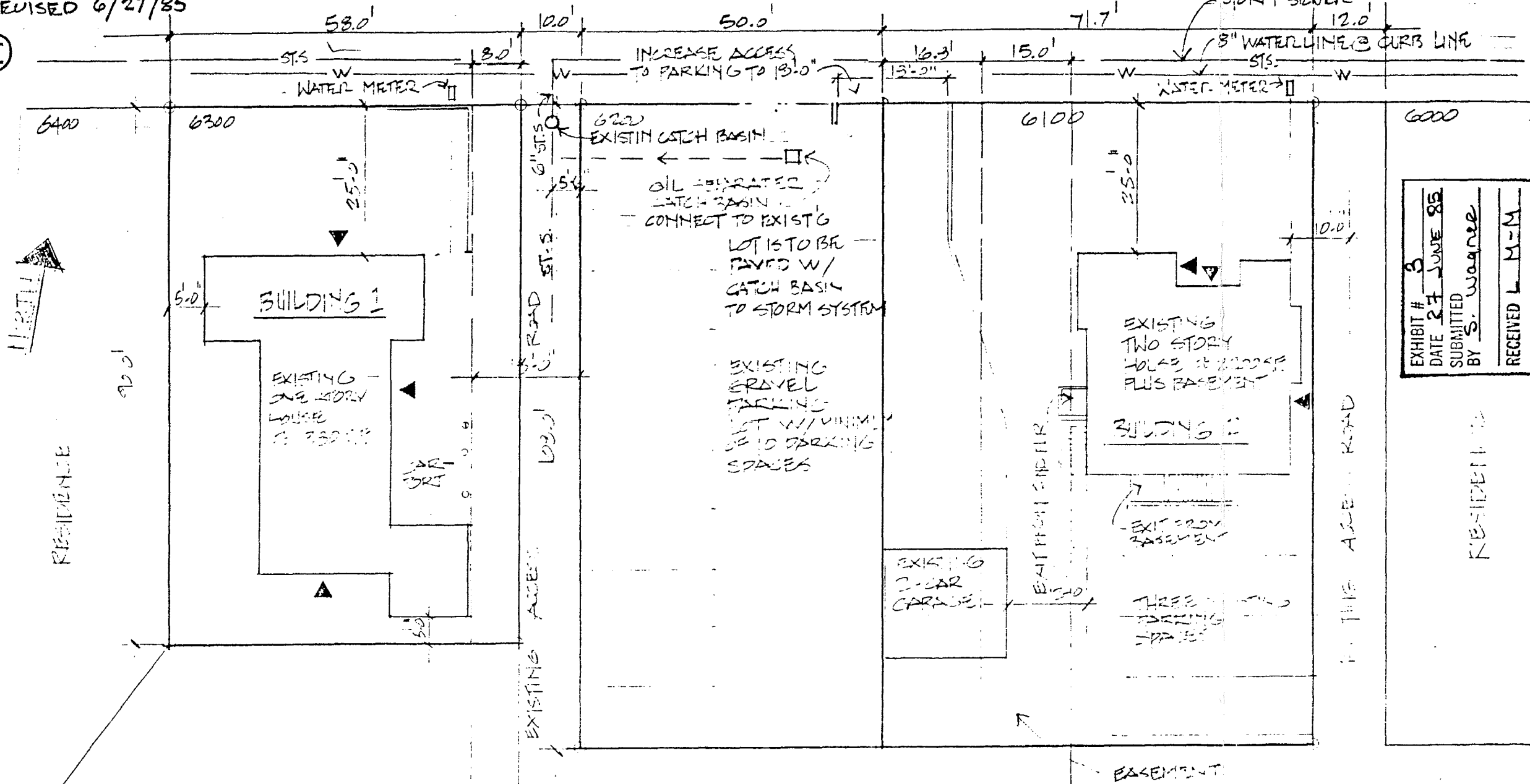
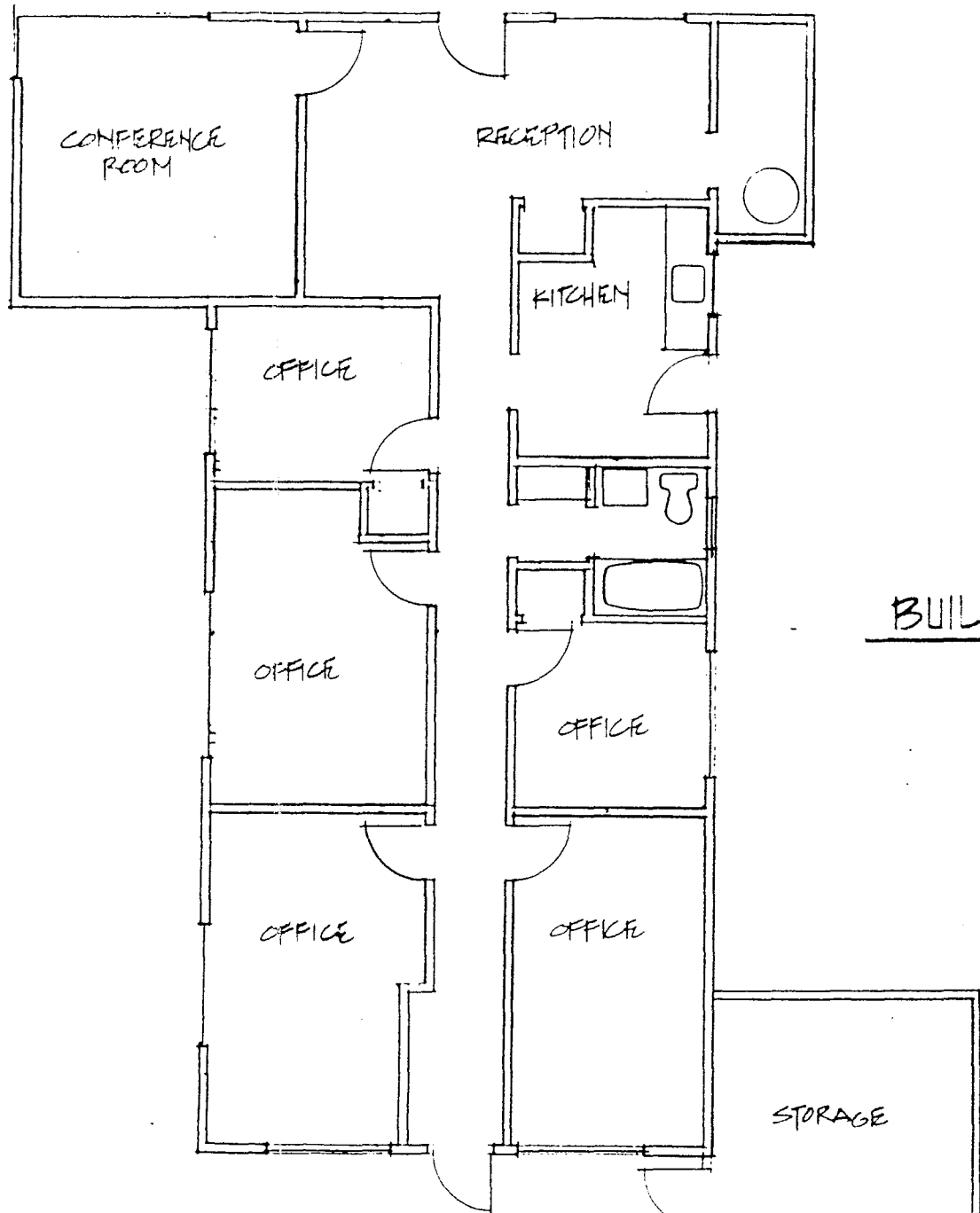


EXHIBIT # 3
DATE 27 JUNE 85
SUBMITTED BY S. Wagner
RECEIVED L. M. M.

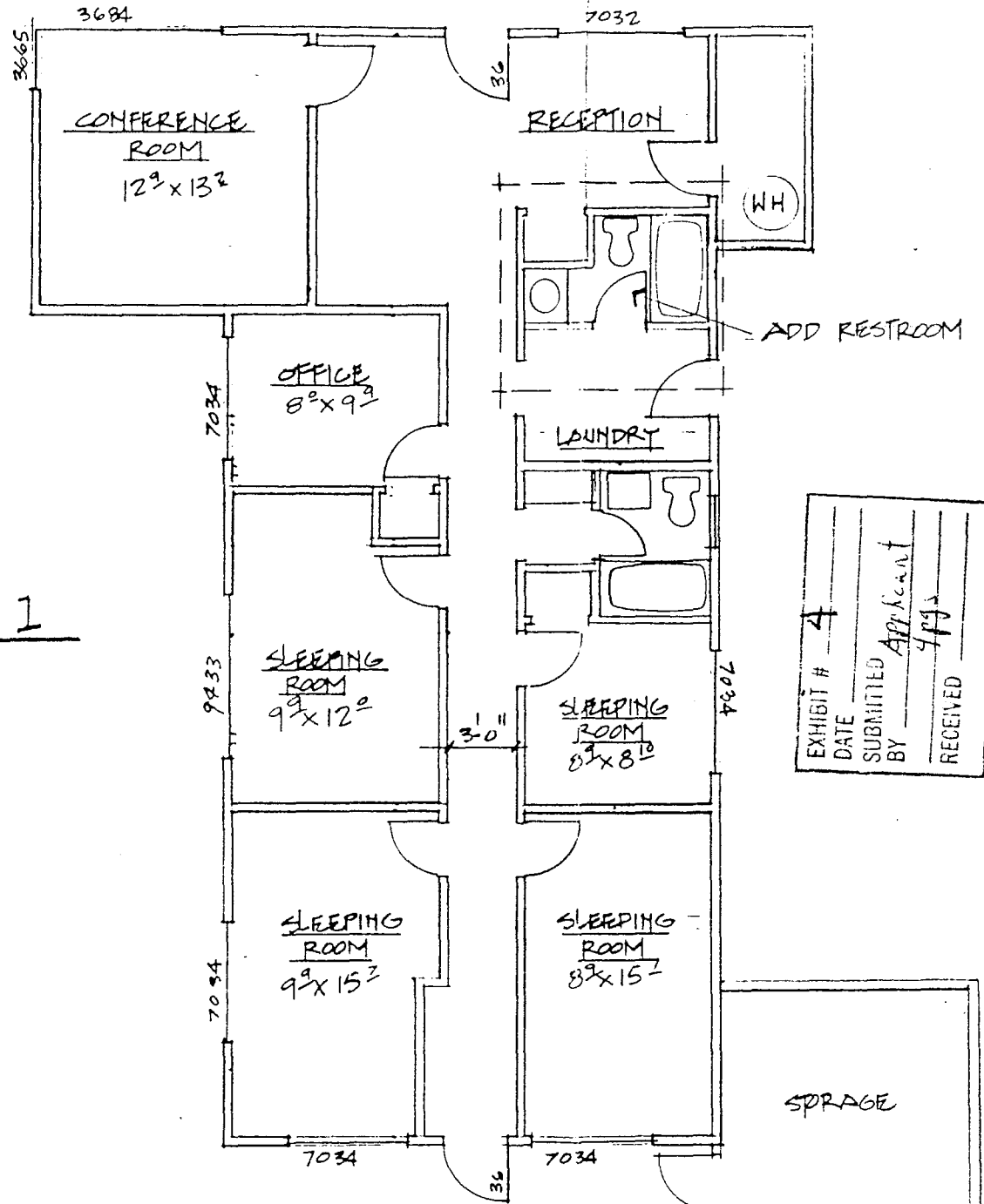
STEP PLAN

1" = 20'



EXISTING FLOOR PLAN

BUILDING 1



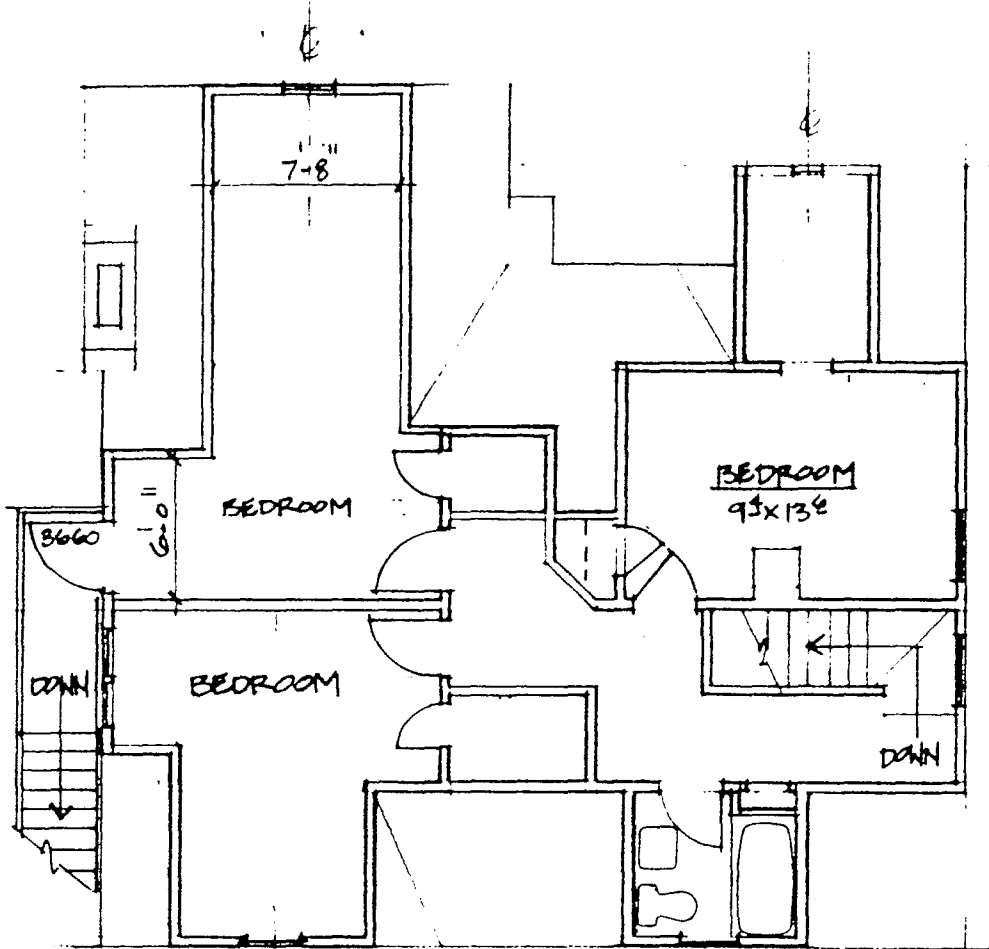
PROPOSED FLOOR PLAN

| | |
|--------------|-----------|
| EXHIBIT # | 4 |
| DATE | |
| SUBMITTED BY | Applicant |
| BY | APP |
| RECEIVED | |

(18)

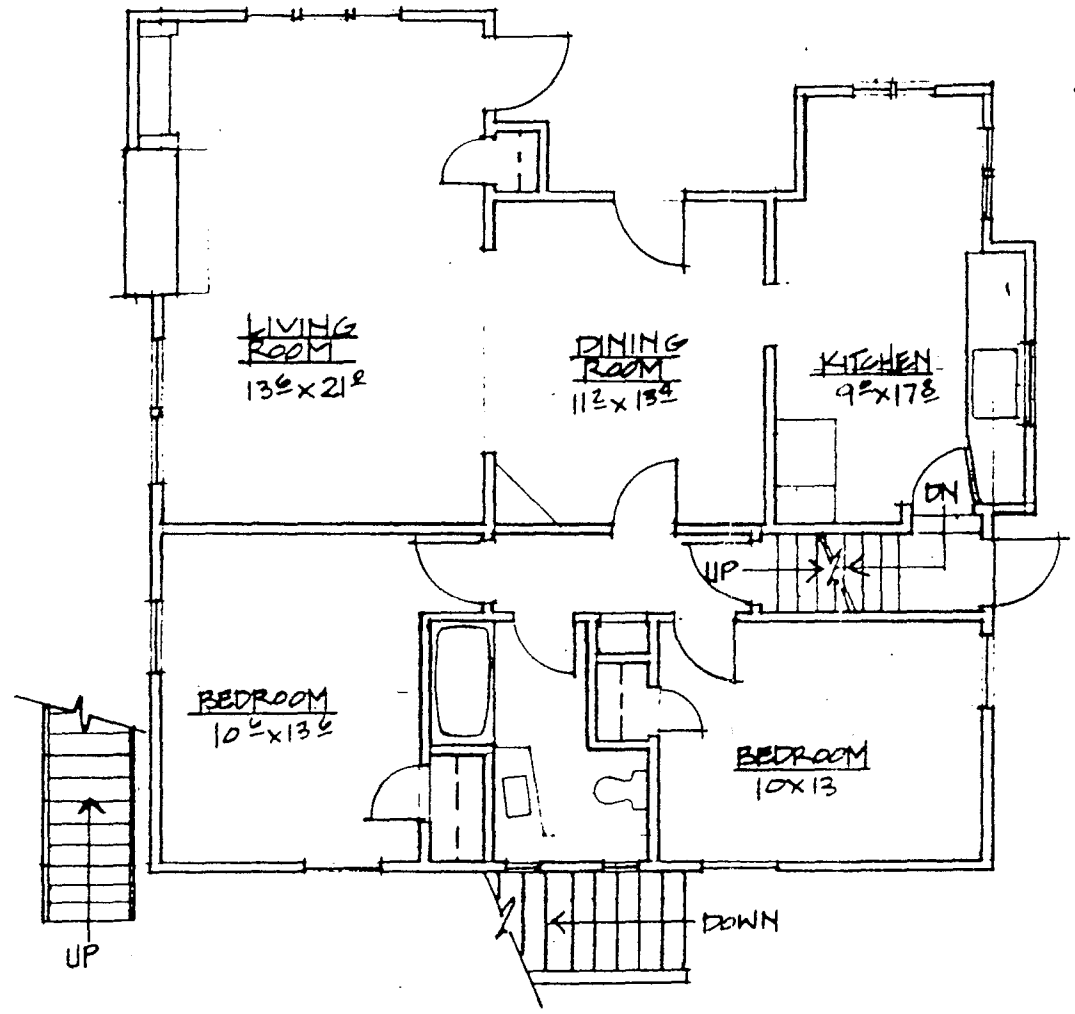
19

| | |
|--------------|---|
| EXHIBIT # | 4 |
| DATE | |
| SUBMITTED BY | |
| RECEIVED | |



EXISTING SECOND FLOOR

1/8" = 1'-0"

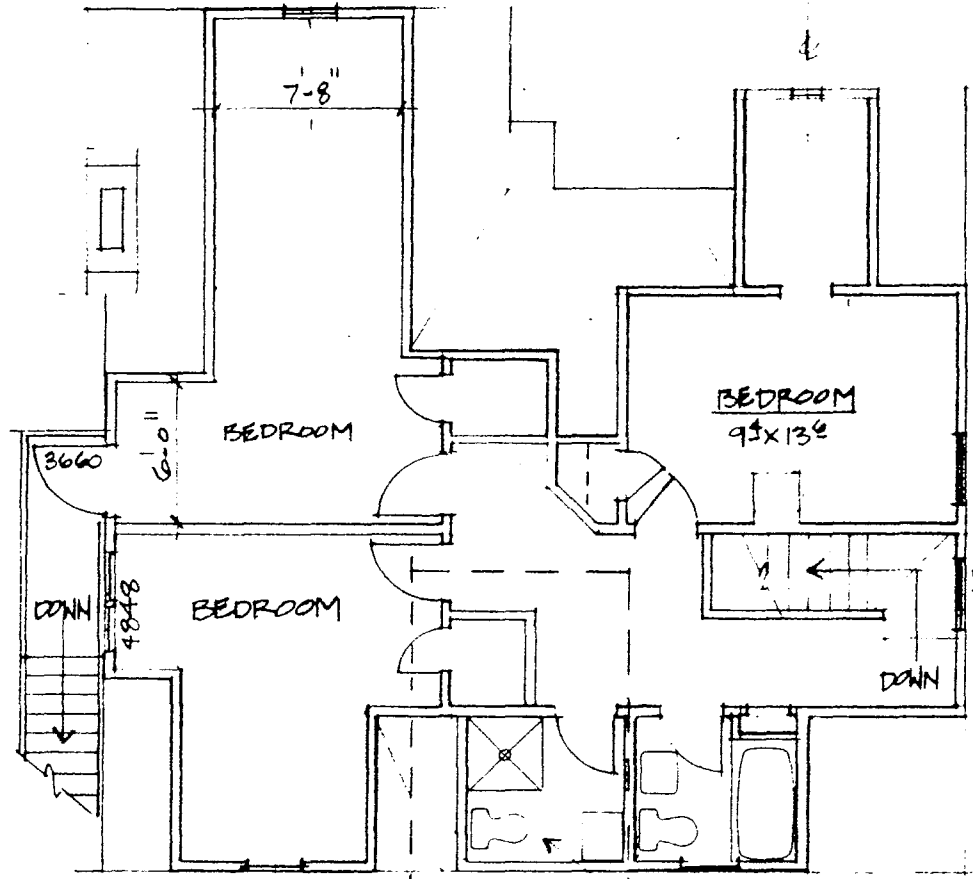


EXISTING GROUND FLOOR

1/8" = 1'-0"

BUILDING 2

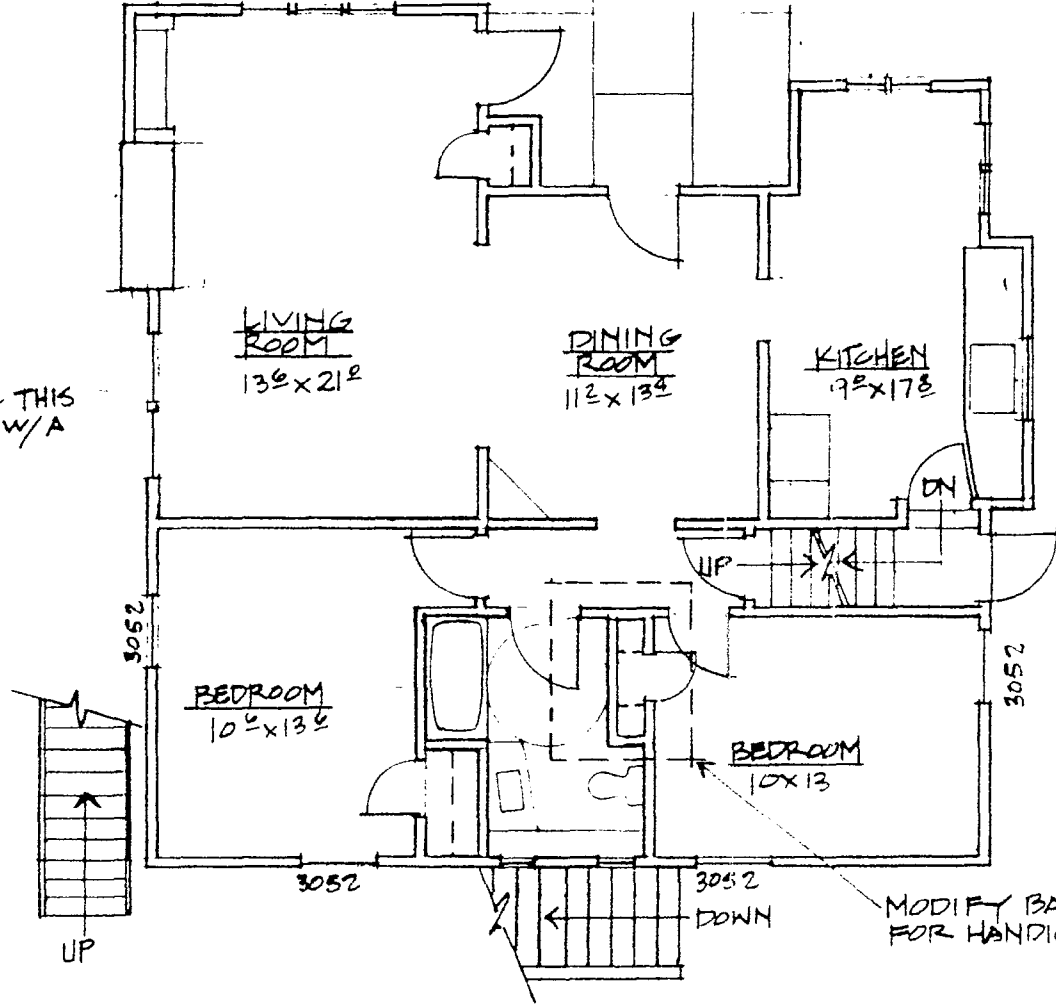
| | |
|--------------|---|
| EXHIBIT # | 4 |
| DATE | |
| SUBMITTED BY | |
| RECEIVED | |



PROPOSED SECOND FLOOR

1/8" = 1'-0"

REPLACE THIS WINDOW W/A 3048

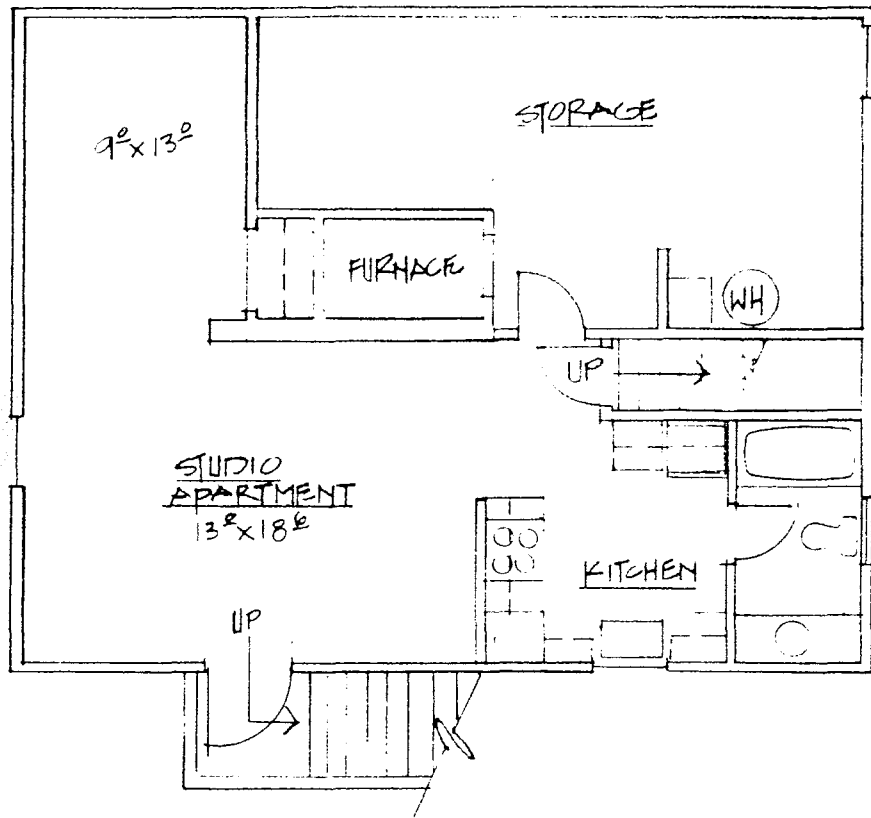


PROPOSED GROUND FLOOR

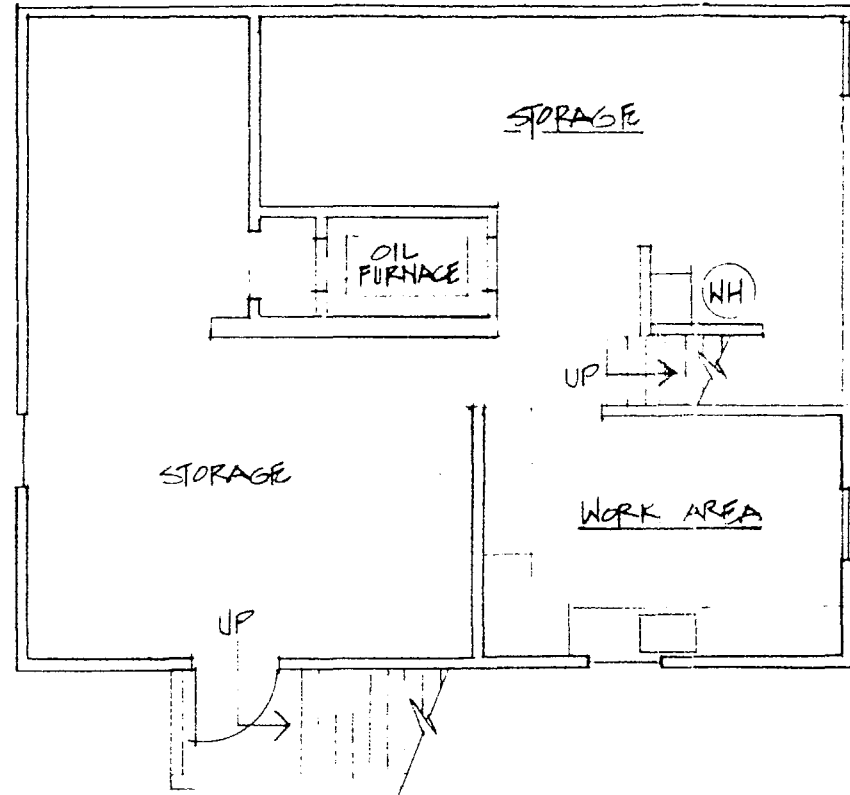
1/8" = 1'-0"

BUILDING 2

| | |
|--------------|---|
| EXHIBIT # | 4 |
| DATE | |
| SUBMITTED BY | |
| RECEIVED | |



PROPOSED BASEMENT
1/8" = 1'-0"



EXISTING BASEMENT
1/8" = 1'-0"

BUILDING 2

22

TO: FILE

FROM: STEVEN HALL
Public Works Director *JMH*

RE: KING-BELL Housing
Clackamas County
Temporary shelter proposal
22nd and Willard St.

DATE: June 17th, 1985

City Public Works' concerns with the proposal are:

1. Paving of the existing lot.
2. Delineation between the easement to the duplexes south of the property and the parking lot.
3. Access from the parking lot to Willard St. (18-20 foot wide required).
4. Storm drainage to adequately serve the proposed parking lot.

NOTE: An existing private storm drain exists in the easement drive from the duplexes behind the subject property. Staff noted that with the consent of the owner, they could connect to that system, otherwise connection would have to be made to the City storm drain in Willard.

cc: Lori M&M

| | |
|--------------|-------------------|
| EXHIBIT # | <u>5</u> |
| DATE | <u>17 JUNE 85</u> |
| SUBMITTED BY | <u>S. HALL</u> |
| RECEIVED | <u>L M-M</u> |

TO: PLANNING

FROM: Paul H. Roeger *PHR*
Office Engineer

RE: CS-85-02
King Bell Housing, Inc.

DATE: July 1, 1985

Both houses are connected to City water and sewer.

The proposed storm sewer connection to the existing line in the driveway between tax lots 6200 & 6300 requires an easement from the owner of tax lot 6700, as that is his private line, as well as a permit from the City.

The driveway approach widening requires a right-of-way use permit from this department.

Willard Street has existing street lights.

PHR/cjl

| | |
|--------------|------------------|
| EXHIBIT # | <u>5</u> |
| DATE | <u>1 July 85</u> |
| SUBMITTED BY | <u>P. Roeger</u> |
| RECEIVED | _____ |

RECEIVED
JUL - 1 1985
PLANNING

A. M. H.

24

Memorandum

Date: July 2, 1985

TO: Planning Department
FROM: Structural Safety Division, Milwaukie Fire Department
SUBJECT: CS-85-02 King Bell Housing

In regard to the above reference requested action the Fire Department finds as follows:

- 1) All applications shall conform to the requirements of currently adopted codes and ordinances.
- 2) Occupant load for sleeping purposes in the one story is 7 maximum.
- 3) Occupant load for sleeping purposes in the two story unit is 13.
- 4) A supervised alarm system is required in both units per NFPA Standard 72-A.

R. James Mistle
For Structural Safety Division
Milwaukie Fire Department

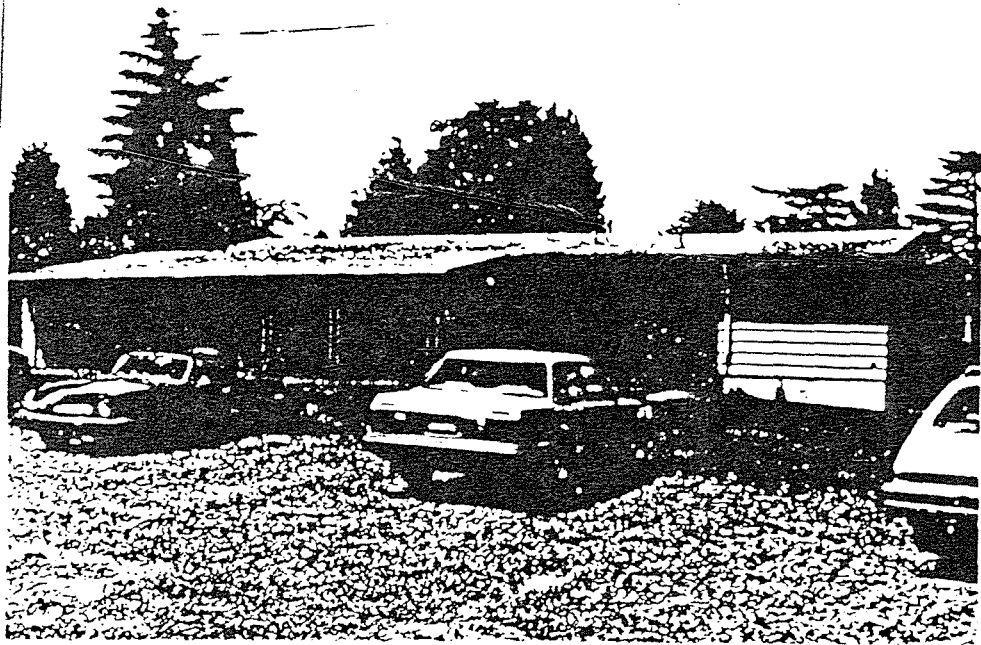
RECEIVED

JUL - 2 1985

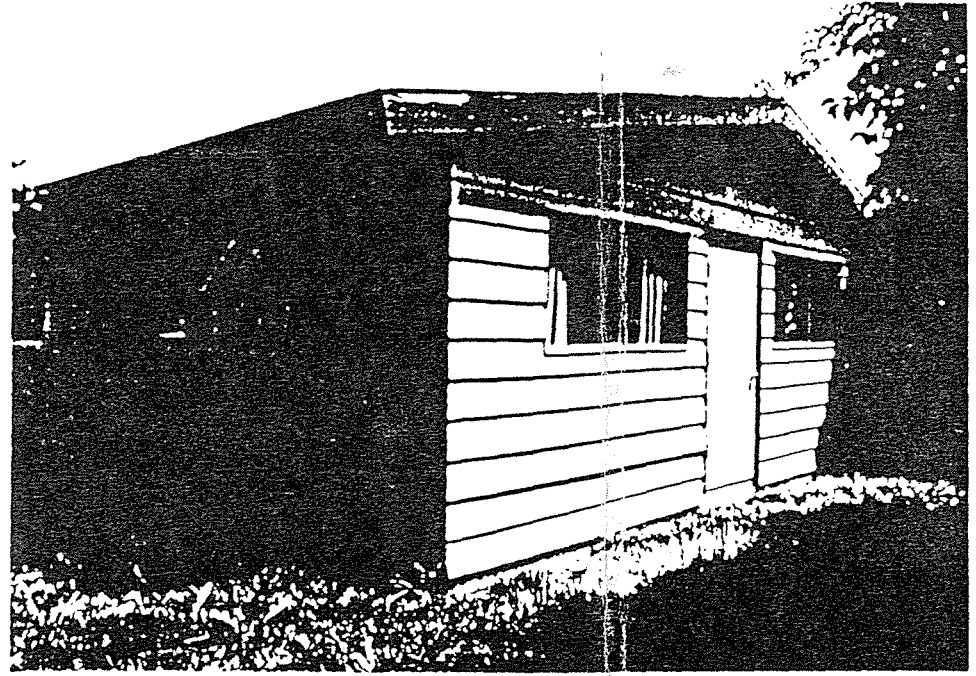
PLANNING

10

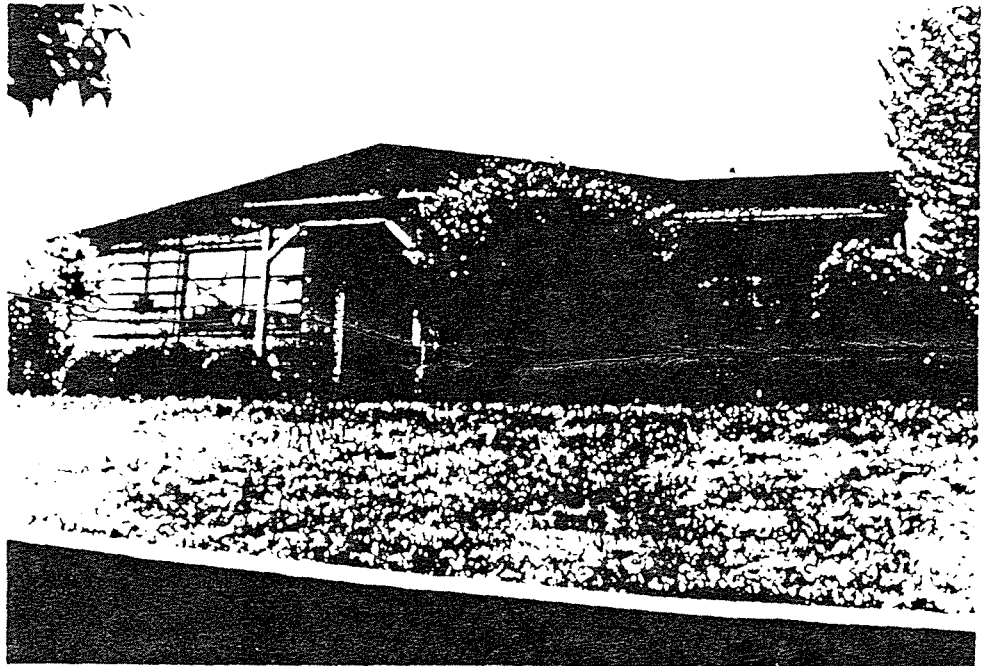
| | |
|--------------|-------------|
| EXHIBIT # | 6 |
| DATE | 2 July 1985 |
| SUBMITTED BY | J. Mistle |
| RECEIVED | C. N. |



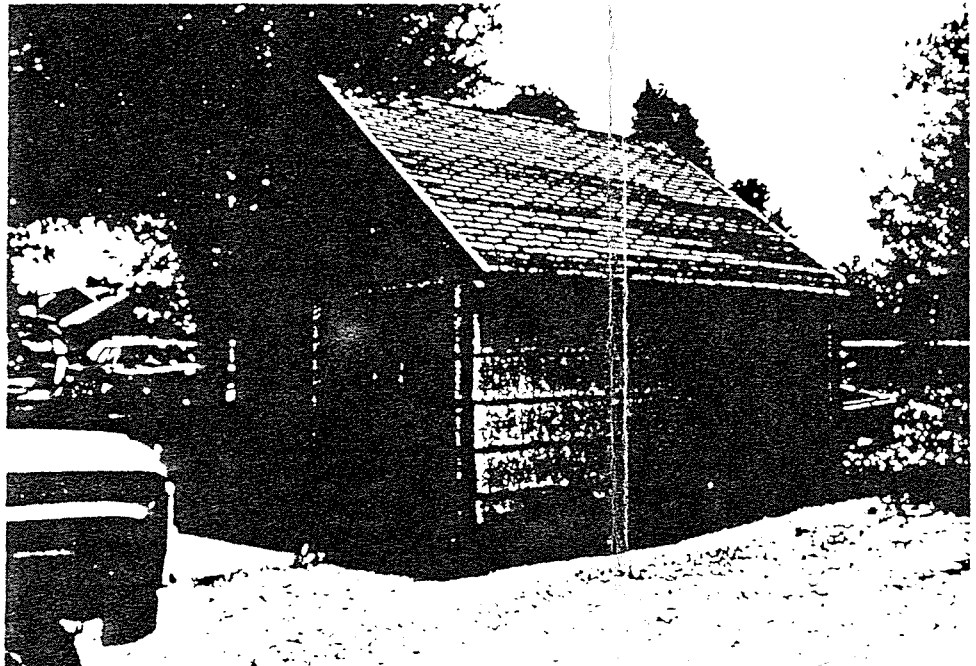
EAST ELEVATION BUILDING 1



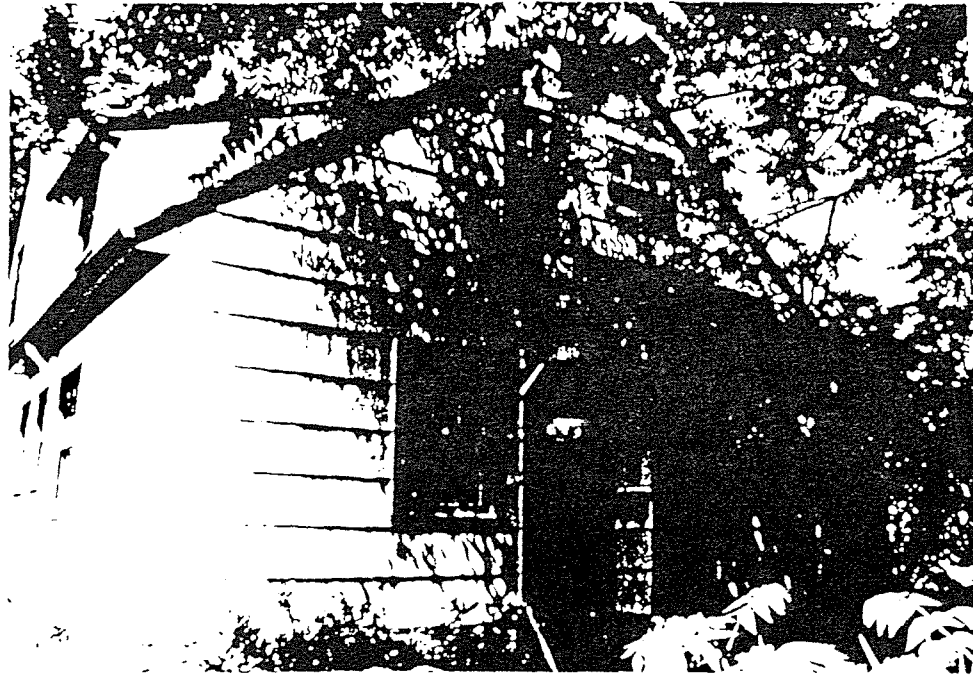
SOUTHWEST CORNER BUILDING 1



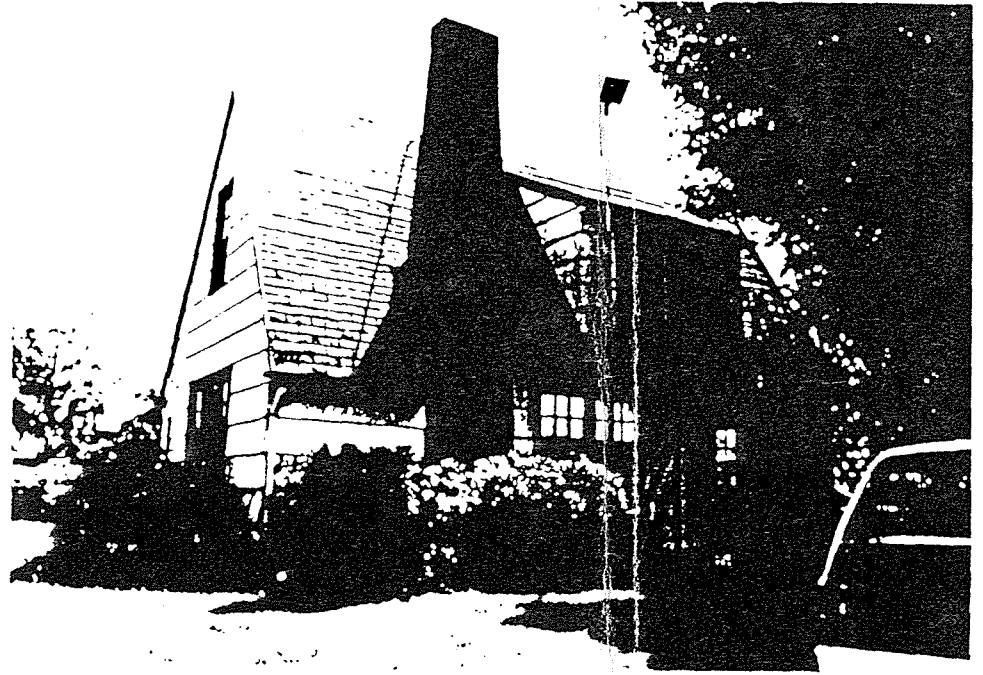
NORTH ELEVATION BUILDING 1



REAR ELEVATION BUILDING 1



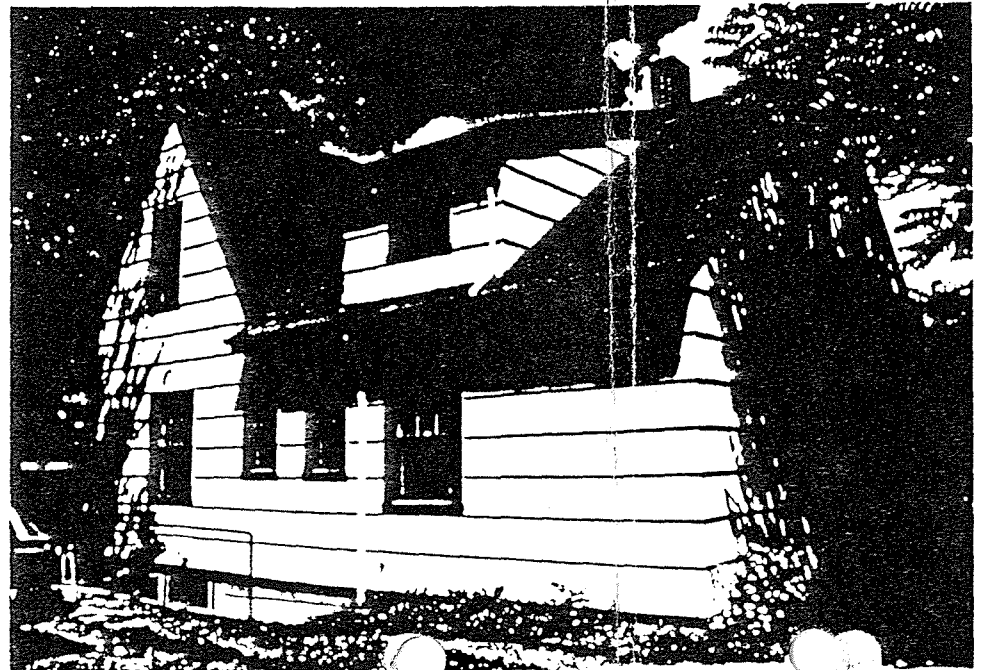
EAST ELEVATION BUILDING 2



WEST ELEVATION BUILDING 2

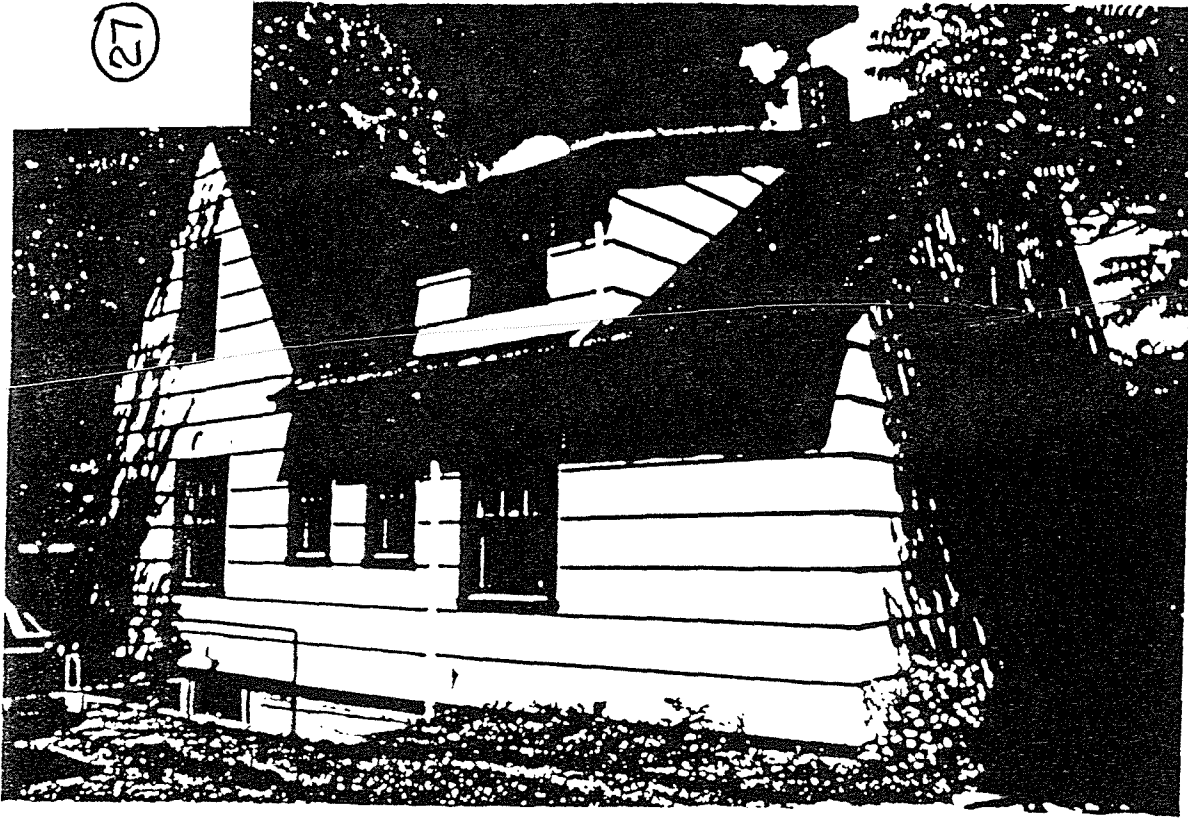


SOUTH ELEVATION BUILDING 2



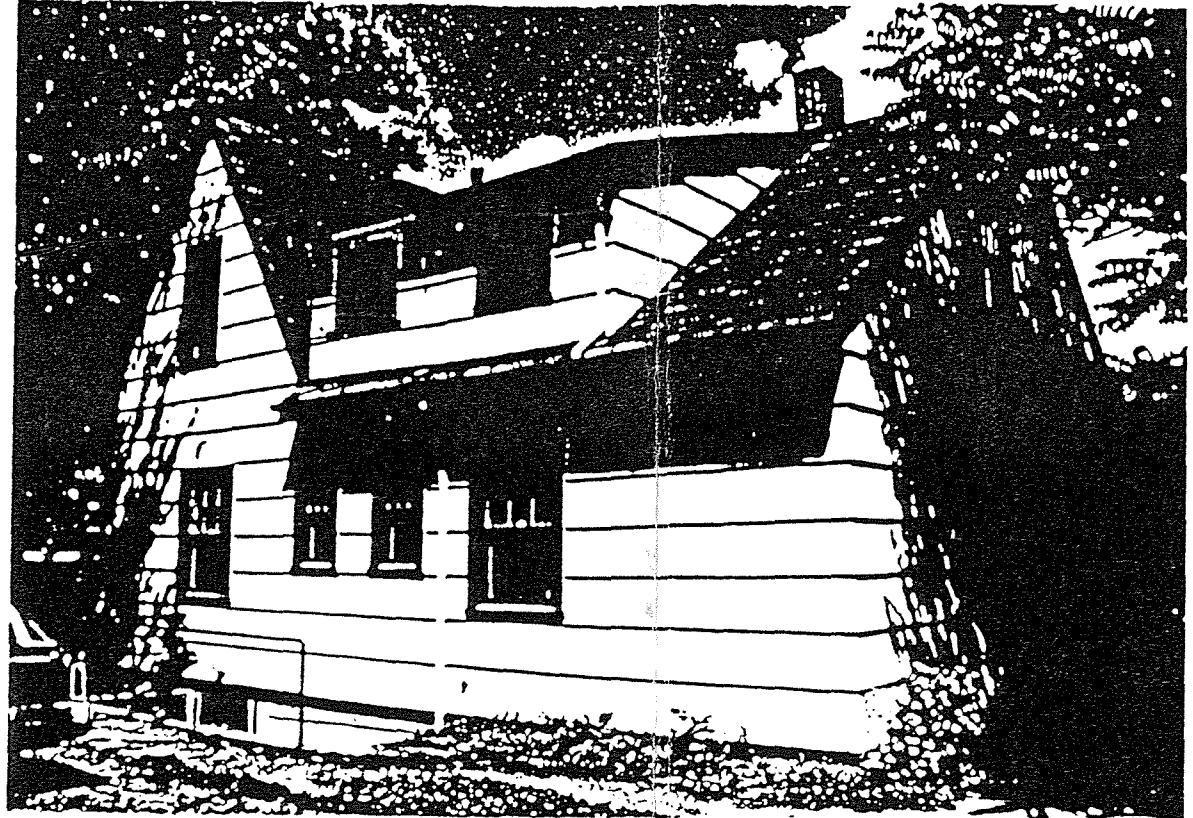
NORTH ELEVATION BUILDING 2

12



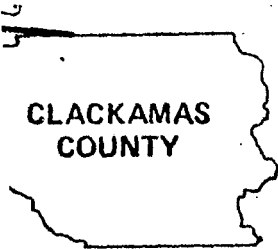
EXISTING REAR ELEVATION

BUILDING 2



PROPOSED - SHOWING ADDITIONAL BATHROOM

(28)



CLACKAMAS COUNTY

DEPARTMENT OF HUMAN RESOURCES

SOCIAL SERVICES DIVISION

COMMUNITY ACTION
TRANSPORTATION
655-TRAM (8726)
AREA AGENCY ON AGING
Long Term Care
655-8200

May 21, 1983

Dale Harlan
BOARD OF COUNTY COMMISSIONERS
906 Main Street
Oregon City OR 97045

Dear Commissioner Harlan:

As chairman of the Community Action Board, I am writing to express the Board's support for a project currently being proposed for Community Development Block Grant (CDBG) funding with monies available through the so-called "Jobs Bill": Emergency/Temporary Shelter. As you know, one of the main objectives of the Emergency Appropriations Act (aka: "Jobs Bill") is to provide humanitarian assistance to the needy and unemployed. The Board is supporting this project because of its direct benefit to those Clackamas County residents most in need during this recession.

The Community Action Board has long been aware of the need for an emergency housing shelter, and the current state of the economy only makes that need more urgent. To illustrate why this shelter is needed, I would like to share the following statistics with you:

- 1. The unemployment rate for the Portland SMSA nearly doubled between January 1980 and January 1983, going from 6.3% to 12.0%.
2. The number of people requesting rental assistance (to avoid eviction) went from 63 requests during the first nine months of fiscal year 1981-82, to 240 requests during the same period in fiscal year 1982-83.
3. Of 100 Low-Income Energy Assistance Program clients surveyed in March 1983, 45% rated the need for assistance with housing as very serious.
4. Of 70 requests for emergency housing during the first nine months of fiscal year 1982-83, CAA staff could only assist ten families because of limited funds.

EXHIBIT # 8
DATE
SUBMITTED
S. Wagner
RECEIVED

The need for shelter is one of the basic necessities of life, and with an emergency housing shelter we can help meet that need for county residents who are suffering most from the poor economy. On behalf of the Community Action Board, I encourage you to support this project for funding through the CDBG Program as its benefit to the unemployed and needy is obvious and critical. Thank you for your serious consideration of this letter.

Sincerely,



C. Herald Campbell, Chairman
Community Action Agency

/jt
8276B/157A

cc: Gary DiCenzo, Director
Community Development Division

Susan Wagner, Chairperson
King/Bell Housing, Inc. Board

July 2, 1985

Topaz Faulkner
Community Services Director
City Hall
City of Milwaukie Planning Division
10722 S.E. Main Street
Milwaukie, Oregon 97222

Dear Topaz Faulkner:

As a resident of the City of Milwaukie and a past member of the Community Action Board for Clackamas County I would like to support the purchase and use of the house on Willard Street for an emergency shelter. My understanding is that the shelter would have good administration and supervision. I believe this resource in our community would be a positive one and one that is badly needed in our area.

Many people are concerned about those who are temporarily in need of assistance. The past Mayor's appointment of a Task Force on the Needy and the local churches' development of the A.C.T.S. organization in cooperation with the Milwaukie Police Department indicates this concern.

Thank you.

Sincerely,

Sara Hite
11421 S.E. 30th Avenue
Milwaukie, Oregon 97222

cc John Mullen

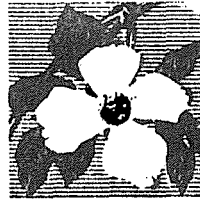
RECEIVED

JUL - 3 1985

PLANNING

| | |
|--------------|-----------|
| EXHIBIT # | 8 |
| DATE | 3 July 85 |
| SUBMITTED BY | S. Hite |
| RECEIVED | T. F. |

CITY OF MILWAUKIE



31

CITY COUNCIL
in the City Hall • phone 659-5171

May 25, 1983

Clackamas County Commissioners
County Courthouse
906 Main Street
Oregon City, OR 97045

Dear Board of Commissioners:

At its meeting on May 18, 1983, the Milwaukie City Council voted unanimously to support the proposal of King Bell Housing, Inc. for the establishment of an emergency/temporary shelter for the Clackamas County community.

The Milwaukie Task Force to aid the Unemployed and Needy has recently completed a study which identifies emergency shelter as one of the greatest needs confronting low-income families in the Clackamas County area. We strongly endorse the project outlined by King Bell Housing.

Very truly yours,

Joy Burgess
Mayor

JB/le

| | |
|--------------|-----------|
| EXHIBIT # | 8 |
| DATE | |
| SUBMITTED BY | S. Wagner |
| RECEIVED | |

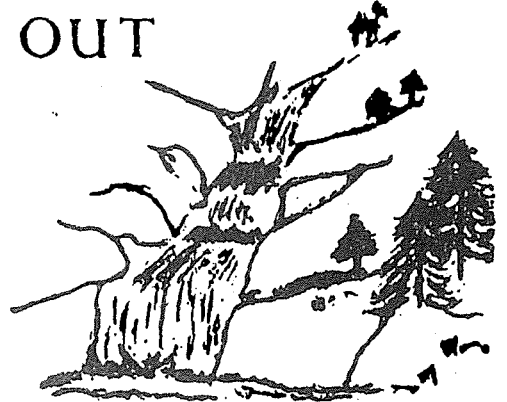
Churches

A·C·T·S

GODS LOVE POURED OUT FOR YOU

A.C.T.S. 2816 S.E. Harrison
Milwaukie, Oregon 97222

ated



Temporary

Shelters

May 17, 1983

Mr. Gary DiCenzo
O'Hare Hall
Marylhurst College for Lifelong Learning
Marylhurst, OR 97036

Dear Mr. DiCenzo:

I am writing to register my support of a recent proposal from the King-Bell board of directors for an emergency shelter which would serve Clackamas County. Currently, our County has no facility to meet the needs of those requiring temporary shelter and one is desperately needed.

Associated Churches for Temporary Shelter is an organization of Milwaukie area churches who are trying to respond to this need. Unfortunately, the situation is so pervasive that we are unable to help all those requesting assistance and the help is usually no more than one night in a local motel. A permanent, ongoing shelter would be a great asset in meeting this need.

I urge you and others to give serious consideration to an emergency shelter which would serve our County; we need it.

Sincerely yours,

Rev. Douglas G. McClure
A.C.T.S., President

: Susan Wagner
2889 S.E. Hillside
Milwaukie, OR 97222

| | |
|--------------|-----------|
| EXHIBIT # | 8 |
| DATE | |
| SUBMITTED BY | S. Wagner |
| RECEIVED | |



HOUSING AUTHORITY of the COUNTY of CLACKAMAS

2889 S.E. HILLSIDE STREET MILWAUKIE, OREGON 97222 503-655-8267 MAINTENANCE 655-8273

(33)

May 20, 1983

Ms. Susan Wagner
President; King-Bell Housing Inc.
2889 S.E. Hillside St.
Milwaukie, Or. 97222

RE: EMERGENCY SHELTER PROPOSAL

Dear Ms. Wagner:

The Housing Authority of Clackamas County vigorously supports your proposal; and as discussed will assist in the following manner:

1. Provide building/grounds maintenance on a cost basis.
2. Offer architectural and technical expertise as required by the project.
3. Advance \$5,000.00 in funds for emergency housing purposes (Board Resolution #1130, 5/19/83).

As the County housing agency we are repeatedly contacted by households in desperate need of temporary shelter. Our own past attempts to establish such a service have either proved financially infeasible or were not permitted by the Department of Housing and Urban Development.

If I can be of further assistance, please call.

Sincerely,


Nicholas Knapp
Executive Director

NK/js

cc: Bob Miller
Bill Potter

| | |
|--------------|-----------|
| EXHIBIT # | 8 |
| DATE | |
| SUBMITTED BY | S. Wagner |
| RECEIVED | |

3A



KENDALL COMMUNITY CENTER, INC.

8800 SE 80th Avenue
Portland, Oregon 97206
771-7914

May 16, 1983

BOARD OF DIRECTORS

- J. Larimer Jr.
(Chair)
- B. Mainord
(Vice-Chair)
- B. McCarthy
(Secretary)
- E. Sasell Jr.
(Treasurer)
- Dolly Rogers
(Member-at-Large)
- A. Stokes
- N. Sipley
- D. Mahoney
- T. Pritchard
- F. Bland
- L. Blankenship
- L. Rines
- B. Baggenstos
- Greene
- Orwig
- B. Saltzman

Gary DiCenzo, Director
Community Development
Block Grant
PO Box 2
Marylhurst, Oregon 97036

Dear Gary:

Kendall Community Center Board of Directors is aware that King-Bell Housing Inc. has applied for a grant for an emergency housing shelter. We feel that this is a critical request, and that King-Bell Housing Inc. would do an exceptional job of administrating the program.

As a large emergency services provider for residents of Clackamas County, we are accutely aware of the need for emergency housing. There are no programs such as this available in the county and the need is paramount. Staff at Kendall receive at least ten or more requests for emergency shelter each month and are unable to provide assistance.

We strongly urge that this request be given priority consideration. Both Kendall Community Center Staff and Board of Directors would be very glad to provide any assistance necessary to help with this important endeavor.

| | |
|--------------|-----------|
| EXHIBIT # | 8 |
| DATE | |
| SUBMITTED BY | S. Wagner |
| RECEIVED | |

Sincerely,

Jim Larimer
Chairman
Kendall Board of Directors

CC Susan Wagner

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

35

AMENDED WAS PASSED UNANIMOUSLY.

A ten-minute recess was taken.

| | |
|--------------|-------------|
| EXHIBIT # | 3 |
| DATE | |
| SUBMITTED BY | Staff |
| | 10 pgs. |
| RECEIVED | AP-CS-85-02 |

3.3 APPLICANT: King Bell Housing
PROPERTY OWNER: North Clackamas School District
LOCATION: 2316 and 2400 SE Willard
PROPOSAL: Applicant requests a community service overlay in an R-2 zone for temporary shelter for homeless families and individuals.

Mr. Littlehales asked of Commissioners if anyone had a conflict of interest on this matter. Ms. Roholt stated that she had been an owner of one of the properties in the past, but had no financial interest in the property at this time. She indicated that she had no interest in the current matter and her decision influenced by past association.

Mr. Trotter said that his wife was a School Board member, but they had not discussed this application and it would not influence his decision.

Ms. Fitzgerald, a resident within 500 feet of subject property, indicated that she had no problem with this matter, would not be influenced, and had no financial gain.

Topaz presented the Staff Report. Requesting that the applicant address the matter of parking and notification. She passed out copies of correspondence which had been recieved after the compilation of the Staff Report.

QUESTIONS OF STAFF

Mr. Trotter: Define " Social Services Division." Topaz indicated that the applicant would speak on that. Mr. Trotter asked: Does the "Thirteen maximum in building 2" include the caretaker and staff? Topaz indicated that it did.

APPLICANT'S RESPONSE

SPEAKING: SUSAN WAGNER, King Bell Housing, Inc.
13930 S. Gain, Oregon City, OR

Ms. Wagner explained that King Bell was a non-profit organization which was established in February, 1982, specifically to help facilitate the building of a 62-unit complex for the elderly. King Bell also has a rental house for low income families. The bylaws for King Bell allow for any kind of project which promotes housing for low and moderate income families in Clackamas County.

She indicated that they had a very stable Board of Directors who had been with them since the inception. She is President; Ray

36
CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

Warden, Vice President; and Winston Kurth, Secretary-Treasurer. The other two board members are Bob Burns and John Mullen.

King Bell Housing, Inc. has been looking for a place to operate its emergency shelter for over two and a half years. They received a grant 19 months ago from Clackamas County for acquiring and rehabilitating such a facility. Their criteria for this facility is: price range, size (critical that they have room that would allow for singles, families, offices in configuration of buildings), accessibility (public transportation is a necessity), availability to existing systems (agencies for support), parking, environmental features in outside space. The proposed site was chosen because it met most of the criteria, although not all of them.

SPEAKING: JOHN McGUIRE, Dept. Director of the Clackamas Social Service Division, 1107 7th Street, Oregon City, OR

Mr. McGuire indicated that King Bell had complete support from the Board. His agency is called on to answer all sorts of problems that people have. He cited instances where people from the Milwaukie area were in need of help, which his office supplied. He stated that very seldom did they get the "skid row" type of person. Most people were like you and me in need of help and support through these difficult economic times.

SPEAKING: JEANIE COUZMAN, Clackamas County Social Services Division, 1107 7th Street, Oregon City, OR

Ms. Couzman stated that she had been working with homeless people since 1980. Her agency usually sees three families a week requesting emergency housing. The "average size" would include two adults and two small children.

Between 1/85 and 6/85, out of 119 individuals requesting housing, her agency was only able to help 41 families at a cost of \$2,899. The majority of this was Federal money with approximately \$500 of it Clackamas County money. The Federal money runs out the end of July. Their usual plan is to put these people in motels for \$35 to \$40 per night. The average stay is seven nights. The money they could have saved by having their own shelter would have enabled them to help many more people.

Ms. Couzman indicated that in Clackamas County they do not see the "skid row" type of people. Rather, they see people who are homeless through no fault of their own: people who have lost their jobs, been evicted or whose unemployment funds have run out. The shelter would have staff that could support and advise which is necessary to help these people. The staff would be able to direct them to the agencies or resources available.

Mr. Trotter inquired about the staff at the shelter. She replied that the staff would be hired by King Bell, not the Social Services

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

37

Division. Their office would be available to advise the staff should it be required.

SPEAKING: CLYDE KEELING, 15757 SE 224th, A.C.T.S. Board Member

A.C.T.S. was formed in 1982 because there was sufficient concern regarding the homeless, people who needed temporary help to get on their feet. The churches are in favor of this proposal because it is the culmination of what they have been working towards for a long time. Their funds are limited and motels and hotels are extremely expensive and a shelter would be very cost effective. The churches are happy to back this, but don't want to see any friction develop within the community.

SPEAKING: DAVID STRODER, Adult Minister of the Milwaukie Baptist
Also representing A.C.T.S.

Mr. Stroder spoke of the need in the community to help the homeless, many of the homeless being members of the Milwaukie community. He indicated that it was almost impossible to put these people in the homes of their church people. The problem with motels was that the people did not get any guidance or direction. They only received a place to stay and really were not able to find a solution for the problem. He stressed that there really is a need in Milwaukie, although not always visible, for this type of shelter.

SPEAKING: JACKIE HAINES, 710 SE 10th, Hillsboro, OR
Community Action Shelter, Hillsboro

She has been the shelter director for approximately 7 of its 9 years. The people who use the shelter are like those Ms. Couzman described. The people stay from one day up to one month. The average length of stay is about twelve days. Their purpose is to help people become self-sufficient. They have approximately twenty people at the house, but rarely have more than five cars in the lot. It was indicated that uniformed officers rarely come by the shelter other than to ask if they have seen an individual who has passed through. Occasionally there is a domestic dispute and the police are called to assist them. This only occurs once or twice a year. In addition, they act as a resource to the neighbors by watching the neighbor's property as they have staff on 24 hours a day.

TESTIMONY IN FAVOR OF THE APPLICATION

None.

COMMENTS OR QUESTIONS FROM INTERESTED PERSONS

SPEAKING: FAIRY MILLS, 2440 SE Willard, Milwaukie, OR

Q How will they determine the people coming to the shelter will meet the criteria they have set down?

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

- Q How many staffers will be available and at what times?
- Q How can they guarantee the hours of operation will close at 10 o'clock when most emergencies happen after midnight?
- Q How often is the "seldom" they refer to when dealing with skid row types?
- Q Why is it that all the people testifying in favor of the application do not live in Milwaukie?
- Q We heard a different report that police are called to the Hillsboro facility at least once a week. Comment?
- Q Who is going to watch the small children while the mother and father are looking for other housing or work?
- Q How long are people going to be allowed to stay in the shelter?
- Q How do they know only fifty percent will have cars when they claim that some of these people have acutally been living in their cars?

SPEAKING: ANDREW MILLS, 2440 SE Willard St., Milwaukie, OR

- Q Why didn't we get advance notice of this application?
- Q Concerning the density of the area these people are looking for, why don't they look in low density areas instead of high density area like ours?
- Q What qualifications do these caretakers have, and who decides? Does the County do it or does King Bell do it?

SPEAKING: JAN DOUTHIT, 2330 SE Willard, Milwaukie, OR

- Q I didn't receive a notice. A lot of my neighbors didn't receive the notice. I called the Commission office today. They didn't know why. So, I'm not sure what lists they used. I am a property owner.

SPEAKING: CAMELIA BARICE, 2328 SE Willard, Milwaukie, OR

- Q Is this agency licensed by the state?
- Q Is this a licensed childcare agency? If not, who takes care of these children while the parents are away?
- Q What are the safeguards?
- Q Is there space? If these people are not in their houses, they are going to go out in the street because there's no yard; or I'm afraid they might be in my yard.

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

39

SPEAKING: ILENE TOMLINSON, 2459 SE Lake Road, Milwaukie, OR

Q That provisions have been made for the schooling of these children who will be sitting here for a month? Thses children need to be in school. Are they going to have private tutors, visiting teachers, special facilities for teaching, or are they going to interrupt the special classroom nearest that facility day after day as children come and go? The teachers already have loaded classrooms.

SPEAKING: LINDA BANKS, 2416 SE Willard, Milwaukie, OR

Q My concern is a matter of the safety element in allowing this shelter to exist. I live directly behind the dwelling and have no street access. I have to use the driveway. I'm concerned for the safety of my children going to and from school, the lighting is inadequate and at night it is especially dark.

Q Would there be more than one caretaker there over night?

SPEAKING: BOB T. GUDGEL, 2404 SE Willard, Milwaukie, OR

Q I was advised of this meeting. Also was advised of the meeting sponsered by the churches, A.C.T.S. I was the only one at the neighborhood meeting, and many of these questions were answered there.

Mr. Knudson inquired as to who sent the notice regarding the neighborhood meeting. Mr. Gudgel indicated it came in the mail from staff at the church.

Topaz clarified that Planning staff was not involved in the neighborhood meeting. She stated that the applicant was responsible for supplying the names of area residents for the mailing of the public notices.

TESTIMONY IN OPPOSITION TO

SPEAKING: BOB T. GUDGEL, 2404 SE Willard, Milwaukie, OR

Referring to a copy of the letter he had just provided to the Commissioners, he indicated that he had visited the Hillsboro shelter and feels that it is much better suited for the purpose than the house in Milwaukie. The Hillsboro shelter is located on about an acre and is in an ideal setting. The house in Milwaukie is not adequate.

He questioned the neighbors of the Hillsboro facility regarding the noise, police calls, etc. The general response was that the police were there all the time.

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
40 REGULAR MEETING
JULY 9, 1985

The Milwaukie facility is located 19 feet from the bedroom window of his house. Building No. 2 has a side door that exits onto the driveway. The heavy traffic would create a hazard for anyone using that side door, especially young children.

No one has acutally said that this is the perfect site for this shelter. The applicants state that it meets most of their criteria but could be improved upon.

Another concern is the liability issue. Who pays for any damage that might be done by a resident of the house?

He stated that an R-2 zone allows a boarding house. He does not feel that this is a boarding house since people will be checking in and out all the time.

Regarding the parking lot, the school district currently parks 16 to 18 vehicles, busses, cars in that lot. The parking lot is much too large for this facility. If applicant is allowed to open the shelter, they should be required to transform part of the lot into an area where the tenants can sit and the kids can play, with landscaping and lawn.

He also recommended that the Commission place a 6-month review on the shelter.

Mr. Trotter requested more information on what was meant by "transition area" in Mr. Gudgel's letter.

Mr. Gudgel stated that the intent of a transition area is to ease the density loading next to an area that has not yet reached that density. A hotel is being built right next door to our house, a very high density use of a single family dwelling. A transition area must be considered.

SPEAKING: ALBERT REDDAWAY, 2439 SE Lake Road, Milwaukie, OR

He indicated there are fifteen residences in the small area, and the majority are old people. They built into the area for safety and transportation. Their question is, "What is this all about?"

Mr. Reddaway went on to say he had no objection to helping people, but identified this area as a "pretty compact" area with no place for the children to play. He does not think this is the place for this type of facility.

SPEAKING: ANDREW MILLS, 2440 SE Willard, Milwaukie, OR

Asked how was he to know that the screening of the applicants coming into the house is being done right? He's against the proposal because his neighborhood needs stability and the comings and goings of the transients would disrupt this stability.

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

41

He asked the Commissioners: how would you or your neighbors react if King Bell moved into you neighborhood?

SPEAKING: FAIRY MILLS, 2440 SE Willard, Milwaukie, OR

She again addressed the problem of insufficient notice to residents and property owners. She stated that their street might appear quiet during the summer months, but that during the school year it was heavily traveled due to the close proximity of the high school and elementary school. Many people do not obey the speed limit.

Indicated that the site was not a suitable house for the purpose for which it is being considered, not only for the residents of the area, but also for the people who will be living in the house. She raised the problem of the driveway that other residents have to use to reach the duplex units. She also addressed the problem of the side door entering onto the driveway, stating it was dangerous.

Speaking to the problem of no place for the residents of the house to go outside, she asked, "Who will be taking care of these children while they are outside?"

School officials and students would be forced to find parking on the street, which is nonexistent, should the facility take over the parking lot.

She also expressed concern that her day care business would be adversely affected should the facility be allowed to exist in the neighborhood.

SPEAKING: JAN DOUTHIT, 2330 SE Willard, Milwaukie, OR

Raised the problem of the driveway, indicated that any person going from one building to the next would be required to pass over the driveway. This is dangerous because of the amount of traffic using the driveway, it being the only access to the street.

She asked whether there would be a caretaker in the second house.

She addressed the lack of outside area for children and residents of the two houses. Indicating that the houses were too small for that many people to stay in constantly.

APPLICANT'S CLOSING REMARKS

SPEAKING: SUSAN WAGENR, King Bell Housing, Inc.
13930 S. Gain, Oregon City, OR

In response to the question regarding who is taking care of the children, the shelter residents will work together to take care of each other's children. They will be able to use some of the day care facilities around the County at no cost, and she suggested the school playground area might be used.

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

They have no objection to transforming part of the parking lot area into a play area with grass and shrubs.

Regarding the police at the Hillsboro facility, she talked with the public information officer there and was assured that the police don't see shelter as a problem in the neighborhood, the seniors are never victimized by the residents, and the department was very supportive of the shelter in general. She reported that the police had only been to the shelter four times in a two-month period.

Indicated that this is not the ideal site for the shelter, but it is very close to what they are looking for. Using their criteria, this is as close as they have been able to get to their "ideal" home.

The screening procedures used are currently in place. All screening will be done away from the site. Families will not be able to just wander in. The caretaker would take care of any family arriving directly at the facility.

The side door to Building No. 2 could be used as an emergency escape only and not for regular traffic.

There will be staff on the grounds at all times, not as a policing function, but as a helpful function. People will not have to be monitored 24 hours per day.

There will not be a caretaker in the second building.

Mr. Knudson asked if King Bell was buying this property or leasing it? Ms. Wagner indicated that King Bell was purchasing this property using funds provided by Clackamas County Community Development Block Grant Funds. The operating funds will be coming from Federal, State and the United Way.

Mr. Knudson inquired whether they had looked at any other property in the area. Ms. Wagner indicated they had looked at other property but this was the only one that met most of their criteria. They have been looking for two and one half years. For one reason or another the other units had been eliminated.

Mr. Littlehales inquired if the residents who stay there are expected to have their own bed linens and towels? Ms. Wagner replied that King Bell supplied the linens. They will solicit contributions from church agencies, etc., plus purchase some of it by King Bell.

Mr. Littlehales inquired about the providing of meals. Ms. Wagner replied that residents will be providing their own meals. We will work with community centers and social agencies to have emergency food baskets available. Families will cook their own food in the

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

43

shelter. All utensils, etc. will be provided by King Bell.

Mr. Trotter stated that he needed more specific information on how the shelter will be operated in the areas of staffing and screening. Ms. Wagner stated that the staff will include a project coordinator working 8 to 5, who will be responsible for what happens at the shelter. We will recruit the volunteers who will work with the people providing information and referral. A caretaker will be there full time at night to take care of any problems. At this time, the only paid staff will be the project coordinator and an evening caretaker. The other help will be volunteers.

We would like to have a task force consisting of some of the neighbors to address the concerns to their satisfaction, and let them have some measure of control in what is going on there. The operating rules included in the staff report were taken from the facility in Washington County.

Mr. Trotter said he needed more definite information on the screening procedure: Who is going to do the screening, and how are you going to screen?

SPEAKING: JEANIE COUZMAN, Clackamas County Social Services Division
1107 7th Street, Oregon City, OR

The first thing we verify is ID. The screening will be done off site at service centers located in Molalla, Kendall Center in Milwaukie, Estacada and Sandy. These people have to prove that they need emergency housing only on a temporary basis and that they are actively seeking employment or housing. Otherwise, they won't be allowed to stay at the shelter.

The homeless people will be in the neighborhood regardless of whether there is a shelter or not, either walking in the neighborhood or sleeping in their cars. These people are from Clackamas County.

CLOSING OF THE PUBLIC HEARING

Mr. Littlehales indicated that the question is how is this facility going to impact the adjacent area? He noted concerns about the screening process because it is hard to believe that these people are so mobile they can get out to Oregon City for screening and then back to Milwaukie to the shelter during business hours.

Mr. Trotter cited another facility that had been approved as a Conditional Use, and indicated there had been a lot more information supplied by the applicant as far as potential impact on the surrounding neighborhood than has been received from King Bell. He recommends

14
CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
REGULAR MEETING
JULY 9, 1985

the questions raised during the hearing be answered by King Bell before a determination is made. He would also like to see a site development plan for the three lots in question, which addresses the needs of the clients. Further, he questions the necessity of the "over-flow house."

Mr. Trotter recommended this matter be continued until King Bell Housing could answer the questions and provide the Commission with more detailed information regarding the impact of their proposal on the adjacent neighborhood, their requirements and process of screening of applicants, etc. This would also give King Bell time to have another neighborhood meeting and a chance to speak with the neighbors.

All of the Commissioners indicated agreement that the concept was a good one, but more information was required to make a determination on this matter.

Mr. Trotter suggested that Staff assist the applicant in preparing a site plan to show what might possibly be done to the property to best serve the applicant and minimize the impact on the surrounding area. He indicated that the transition zone concept was possible with the houses situated as they are. The project could be beneficial for the neighborhood by acting as a buffer between the high school and the neighborhood.

Greg Eades suggested that a list of questions be compiled for the applicant to assist them in preparing for the next hearing. It would also act as a guide showing exactly what the Commission wanted to know.

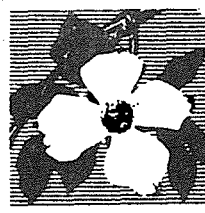
After general discussion between Commissioners and the applicant, Mr. Trotter moved to continue consideration of this matter to the meeting of July 23, 1985, with a requirement that the neighbors be notified. Motion Seconded by Mr. Littlehales.

THE MOTION PASSED UNANIMOUSLY.

A short recess was then taken. When the hearing was reconvened, Ms. Fitzgerald was excused from the Commission.

3.4 APPLICANT: Edward S. Kane
PROPERTY OWNER: Bessie H. Weaver
LOCATION: 3040 SE Malcolm (TL 4200 of Map 1 1E 25BD)
M-85-05, VR-85-14
PROPOSAL: Approval of a minor partition to divide one lot into two lots and a variance to requirement that a 40 x 50-foot paved turnaround be constructed.

CITY OF MILWAUKIE



PLANNING DEPARTMENT
in the City Hall • phone 659-5171

July 11, 1985

Susan Wagner
King Bell Housing
13930 S. Gain
Oregon City, OR 97045

Dear Susan:

At the hearing held July 9, 1985, the Milwaukie Planning Commission voted to postpone your request for a Emergency Shelter at 2316 and 2400 SE Willard. As per our phone conversation this morning, we have agreed to put your request on our agenda for Tuesday, August 13th, at 6:30 PM. This will enable you to respond to questions asked by the neighborhood property owners and residents surrounding the proposed site.

Enclosed you will find a list of the property owners, and the names of people who raised questions at the hearing. Please let us know the number of notices that you will need to deliver to the area.

If you have any further questions, please feel free to contact this office.

Sincerely,

THE MILWAUKIE PLANNING COMMISSION

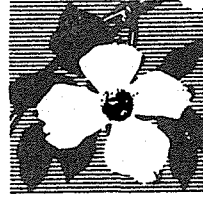
Cynthia K. Nagy
Planning Secretary

cc: File CS-85-02

Enclosures

| | |
|-----------|-------|
| EXHIBIT # | 3A |
| DATE | |
| BY | Staff |
| | |
| | |

46



CITY OF MILWAUKIE

PLANNING DEPARTMENT
in the City Hall • phone 659-5171

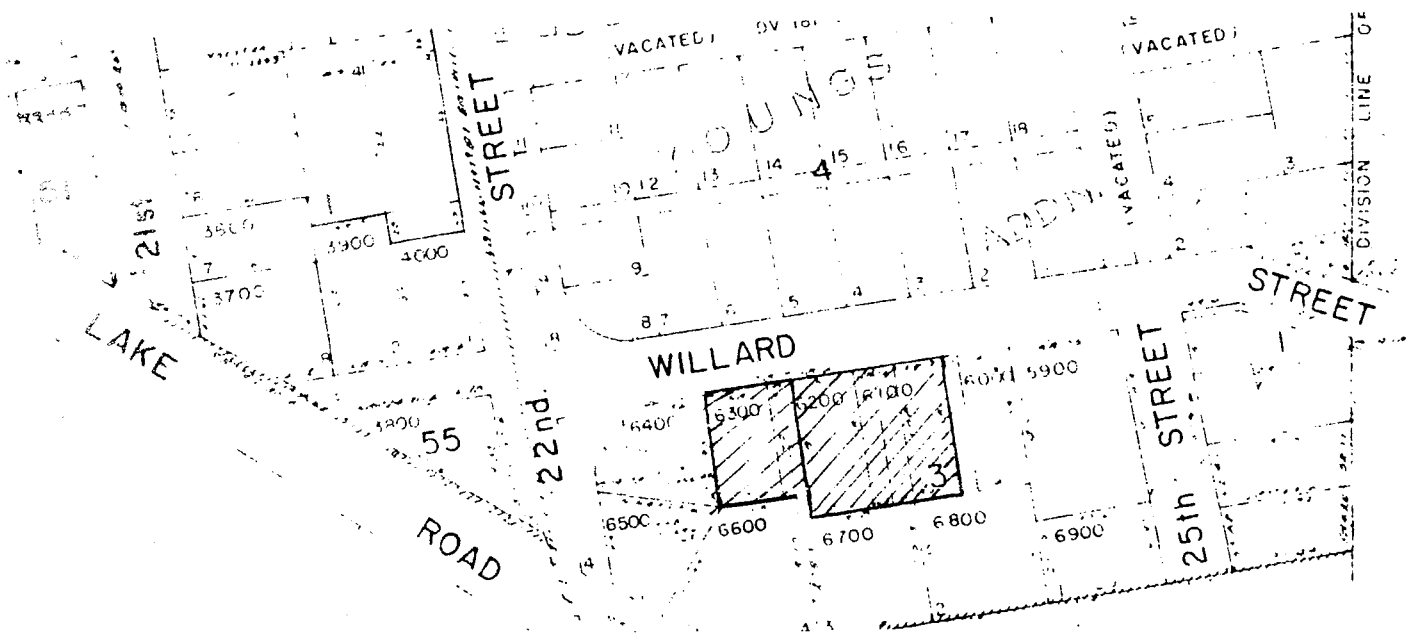
JULY 19, 1985

NOTICE OF PUBLIC HEARING

File # CS-85-02

TO: PROPERTY OWNERS & RESIDENTS
ON: TUESDAY, AUGUST 13, 1985 at 6:30 PM
AT: CITY HALL COUNCIL CHAMBERS
10722 SE MAIN STREET

The MILWAUKIE Planning Commission will reopen the public hearing on a request by King Bell Housing (Applicant) and North Clackamas School District (Owner) for a Community Service Overlay Use to allow a two-story single family home to be used as an emergency/temporary shelter for homeless families or individuals. Another single family home (one story) on the parcel will be used primarily as an office, with the remainder of the structure providing additional emergency housing if the need arises. The property is located at 2316 & 2400 SE Willard St. (Tax Lots 6100, 5200 & 6300 of Tax Map 1 1E 36BC)



Interested citizens are invited to attend this hearing and/or to submit in writing prior to the meeting time. A Planning Staff Report will be available for public review at the Ledding Library, local information shelf, Wednesday, August 7, and at the Planning Office after 8:00 AM August 7, 1985. Copies of the City's Comprehensive Plan and Zoning Ordinance are also available for review at the library and City Hall.

If you have any questions, please call the Planning Office 659-5171.

JUL 29 1985

47

RESPONSES TO QUESTIONS/ISSUES RAISED AT THE COMMUNITY SERVICE OVERLAY PLANNING HEARING BEFORE THE CITY OF MILWAUKIE PLANNING COMMISSION ON JULY 9, 1985.

1. Occupancy Issue - the report says 25 plus caretaker and staff; Fire Department specifies no more than 20 including caretaker.

RESPONSE:

King Bell Housing, Inc. (KBHI), feels the project would still be viable with 19 participants and a caretaker and will concede to limit the users to that number.

2. Will liability insurance be provided? To what limits?

RESPONSE:

The risk should be no greater by having homeless people next door of a higher density than a normal single-family residence than it is by having a high school across the street, which is of extremely high density. The population KBHI intends to deal with is not statistically proven to be more dangerous or destructive than any other population. Extreme care will be taken to ensure willful or negligent damage is not incurred by the neighbors due to the operation of this facility through above-normal supervision of the inhabitants and screening procedures. At this time KBHI does not propose to provide liability insurance beyond that which occurs on the shelter premises.

3. Discuss the steps taken to provide notice, both for the meeting and the neighborhood get-together.

RESPONSE:

- a. A sign was placed on the premises on July 19, advising of the public hearing.
- b. Notices were hand-delivered on July 22nd to all of the addresses within 500 feet of the property. A copy of each notice (City of Milwaukie public hearing and King Bell Housing, Inc. neighborhood meeting) was posted in the apartment complex.
- c. Six copies of each notice were sent on July 26th to Fairy Mills, 2440 SE Willard, upon receipt of her complaint that she and some of the adjacent neighbors had not received copies.
- d. Eight more copies of each notice were given to John Weinchoff on July 25th in an effort to determine why some people had not received notice.
- e. The City of Milwaukie Planning Staff intends to mail notices of the public hearing ten days prior to the scheduled meeting date.

4. Comparison with Hillsboro's facility.

RESPONSE:

- a. Size. The Hillsboro shelter houses a maximum of 26 people.

| | |
|--------------|-----------|
| EXHIBIT # | 4 |
| DATE | |
| SUBMITTED BY | Applicant |
| RECEIVED | 10 pgs |
| The | |

Milwaukie shelter will only accommodate 19 and a caretaker. The site size in Hillsboro is 21,780 square feet. The proposed site in Milwaukie is 18,364 square feet. The structures are of different configurations in that the Hillsboro shelter uses one large single-family house and the Milwaukie proposal consists of a smaller house and an overflow area in the back of offices, which is a separate building.

- b. Clientel. The clientel will be identical in both shelters - families who are suffering economic hardships and single people if there is no better alternative. Referral and screening will take place off-site in the Milwaukie shelter, whereas it is done on-site at the Hillsboro shelter.
- c. Location. The Hillsboro site is located in an area zoned for multi-family use with several multi-family complexes, including a low-income apartment in the vicinity. The Milwaukie site is proposed for an area zoned R-2, which has a high school immediately across the street, some owner-occupied and rental single-family homes adjacent and some apartments and condominiums within 500 feet.
- d. Rules. Attached are copies of the rules in effect for the Hillsboro shelter. The Milwaukie rules are based on Hillsboro's experience and therefore the same rules will be used, at least initially. If some modification is required which is site specific, alterations will be made.
- e. Neighbor support. Neighbor support at the Hillsboro site appears to be indifferent. There is no discernible antagonism now, according to Jackie Hanes, Director of the Hillsboro shelter, nor was there during the conditional use hearing. There is some degree of animosity among the neighbors at the Milwaukie proposed site, but it is not clear how universal it is at this point. Much of what the neighbors are concerned about is legitimate and many seem reasonable in their objections. Fear of the unknown has a large part in the reaction of the neighbors and it will be difficult to allay all of those fears without showing a successful operation for a period of time. The churches in Milwaukie are very supportive of the location and proposal.

5. Summary of Neighborhood Meeting.

RESPONSE:

This meeting is scheduled for July 31, 1985 and a summary will be provided at a later date.

6. Site Plan, including landscaping and showing minimum parking area.

RESPONSE:

See attached site plan, with parking available for 10 vehicles.

7. Protection for clients and pedestrians crossing access drive (exits, etc.)

RESPONSE:

King Bell is proposing to paint a striped pedestrian crossing connecting the parking lot and the office (see notation on the site plan). Because there will be pedestrian traffic back and forth somewhere between the two buildings and the parking lot, it was determined to limit it to this area and place appropriate signs both to prevent parking along that stretch and to warn of pedestrian traffic.

8. Hours of operation (Report says 10:00 p.m. curfew, rules say 12:00 a.m. Friday and Saturday).

RESPONSE:

On Monday through Thursday the curfew will be 10:00 p.m. The reason for that is that the client will have to be up early the next day to be out working on goals. On the weekend the curfew will be 12:00 a.m. This gives some time for flexibility and less rigidity. Clients will be expected to help with chores on Saturday and Sunday. Most clients will not have the money to go out on the weekends. They will be given the chance to relax and maybe watch some television. Occasionally they may have friends they will go to see.

9. Schooling for the children.

RESPONSE:

King Bell's feeling is that these children's lives are so disrupted already, they will not be attending school no matter where they are momentarily staying. But at least they will have shelter provided - if they are living in their cars, no schooling would be provided either. It must be kept in mind this is an emergency situation. The stay will average 12 days, which translates to a maximum of 10 days of school missed. At this time, no provisions will be made for attendance in school.

10. Safety for duplexes behind.

RESPONSE:

The following steps will be taken to ensure safety for all of the neighbors:

- a. Selective screening (see response to question #13).
- b. A Caretaker and at least two day people will be staffing the facility.
- c. Curfews will be imposed (see response to question #8).
- d. Rules and regulations will be enforced tying continued occupancy of the families to the respecting of the rules.

11. Will a six-month review be acceptable?

RESPONSE:

This would be fine for determining if there are any problems and for resolution of such problems, if any are discovered. Every attempt will be made to incorporate the shelter smoothly into the neighborhood and to minimize the impact of problems. However, King Bell will not be able to discontinue the function of the emergency shelter after sinking a lot of money and hours into six months of operation.

12. Written confirmation from Hillsboro Police about the lack of problems with that facility.

RESPONSE:

See the attached letter from Jim McCausland, Crime Prevention Officer of the City of Hillsboro.

13. Checklist of step-by-step procedure used to screen clients.

RESPONSE:

Screening will be done by trained professional staff at Social Services Division of Clackamas County, who have years of experience screening clients. The process requires more than just asking questions. It is important to watch for nonverbal communication the client is showing, such as appearance, behavior, and tone of voice. Also, to observe if the client is under the influence of alcohol or drugs, and what the client's mental and physical state is.

The interviewer will be responsible for gaining information, determining the clients' needs, and providing resources that are available. In screening, families will be given priority. If a client is determined to be appropriate for the shelter, they will be referred. If not, alternate resources will be found. It will be made clear to the client what the options are, and what the limitations of the resources are.

The following is an overview of what information is asked of the client during an interview:

- a) Check program files to determine if the agency has had previous contact with the client.
- b) Ask for some form of identification.
- c) Where were they living before? (When possible, call to verify former address and situation).
- d) What happened to cause them to be in this homeless situation?
- e) Do they have any other resources or options for housing (i.e. family or friends)?

- f. What do they plan to do? (Verify job leads, verify if check is arriving, verify if they have an appointment with Adult and Family Services, etc.).
- g. Place as many calls as realistic to verify clients' story.
- h. Work with client to develop a plan as to what they will accomplish to resolve the situation while staying at the shelter.

Every effort will be made to screen and not place inappropriate requests for housing in the shelter. King Bell will not be housing criminals, but people who are homeless. A screening process and system has been operating in the county for about five years. SSD staff will be working closely with the shelter coordinator as well as other agencies dealing with the homeless to assure that screening is done correctly.

- 14. How are folks transported between point of contact, screening facility and housing facility?

RESPONSE:

The majority of requests for emergency housing come in by phone. Preliminary screening will be done by the interviewer over the phone, and if necessary, the client will come into see the interviewer for further screening. (Some clients will be eliminated at the preliminary screening and thus it would not be fruitful to insist they come in for the in-person screening. However, all applicants who are sent to the shelter will come in for the personal screening).

The clients will be in one of the following situations:

- a) Some will have cars available to them.
- b) Some will have friends or neighbors who can bring them in.
- c) Some will have money to take the bus (.65 or \$1.00).
- d) Some will be able to walk in, if close enough.

Once they make it into the SSD screener and have a problem with transportation to the shelter, it can be dealt with in one of the following ways:

- a) Provide bus fare to shelter (some limited funds are available).
- b) Approach a local church to provide bus fare (this is a current resource).
- c) Get a volunteer to transport the client to the shelter (this is also a current alternative).

If a client is closer to Milwaukie, and it is 4:30 on a Friday afternoon, they can be screened by the coordinator at the shelter. The coordinator can make phone contact and communicate with the interviewer at SSD for technical assistance. In most cases, the client can come up with a way to get into SSD to see the interviewer in order to receive a housing referral. Once they are at SSD, if they are without transportation, a way can be worked out to get them to the shelter.

15. Procedure for recruiting and selecting volunteers.

RESPONSE:

The Social Services Division normally uses over 400 volunteers per year. They will be responsible for providing volunteers for the shelter and will use their normal procedures of advertising and recruiting from Clackamas Community College, Portland State University, Lewis and Clark College, the Retired Seniors Volunteer Program (RSVP), and the Volunteer Bureau. Selection procedures will consist of matching the type of position available (i.e. clerical, counseling, general assistance, maintenance, etc.), and the qualifications, skills and experience of the volunteer.

16. Is the access drive really an easement?

RESPONSE:

It is both an easement and an access drive. The access drive was expanded through the granting of an easement.

17. Will the Fire Department require a sprinkler system?

RESPONSE:

According to a conversation with Jim Michler of the City of Milwaukie Fire Department, neither building will be required to have sprinkling systems installed. However, there must be a supervised alarm system provided for both buildings.

18. Show how transition area requirement does not apply?

RESPONSE:

Whether or not the transition area requirements apply in this situation, as a courtesy to the neighbors, King Bell intends to provide "natural vegetation, landscaping or fencing . . . to the six foot level to screen living rooms from direct view across open areas," which should suffice to meet the requirements of a transition area.

EMERGENCY SHELTER HOUSE
POLICY AND RULES - AUGUST, 1984

53

If you stay at the Shelter House, you need to abide by our policies and rules. Your length of stay here is based on your individual needs, the efforts you make to reach your goals and your compliance with House rules. What we expect from you is the following:

1. **COURTESY.** Please cooperate with the Shelter House staff and show consideration for others staying in the Shelter House.
2. **EFFORT** You are expected to make considerable, sustained effort to find housing, employment, and whatever you need to become self-sufficient. Residents are required to be out of the house and working towards their goals from 9:00 a.m. to 5 p.m. Monday through Friday, and 1-5 p.m. on Saturday, unless other arrangements are made with a counselor.
3. **RESPONSIBILITY.** You are responsible for making and keeping appointments with other agencies that may be able to help you reach your goals, such as guidance counseling and job interviews. Be sure to be on time.
4. **PROGRESS REPORTS.** To keep counselors informed of your daily progress, we require you to fill out and turn in a contact report each day, unless other arrangements are made with a counselor. No reports are required on Sundays.
5. **HOUSEKEEPING CHORES.** Residents are assigned daily housekeeping chores that they will do between 8:00 a.m. - 9:00 a.m. or between 8:00 p.m. - 9:00 p.m. Monday through Saturday. Your time will be pre-arranged with counselor. On Sunday, you may sleep in as long as your chores are completed by noon. Check your chore chart every day. Your chores may be changed as needed or you may be assigned extra tasks. For cleaning supplies and directions, please see the staff. In addition to your regular Saturday morning chores, the time between 9-12 will be devoted to special cleaning. All residents are required to participate.
***ANY EXCEPTIONS MUST BE CLEARED WITH STAFF AHEAD OF TIME!**
6. **CURFEW** The doors are locked at 10:00 on week nights and 12:00 midnight on Friday and Saturday nights. Only those people working late hours will be excused for curfew. All activities end and lights go off at 11:00 p.m. Sunday through Thursday and 12:30 a.m. on Friday and Saturday.
7. **KITCHEN.** The kitchen is for the use of residents and staff. Non-residents may use it only with staff approval. Please do your dishes, make sure they are put away, and wipe down the stove, counters, etc. The kitchen is cleaned at 9:45 p.m. and closes promptly at 10 p.m. You will be expected to observe and follow kitchen hours, which may change periodically.
8. **YOUR BEDROOM.** Please keep your private sleeping area clean and orderly. It will be inspected every day. You will be expected to maintain a thorough cleaning of your room, including vacuuming (under the furniture, too) dusting woodwork, walls and furniture, washing windows and smudges from woodwork, etc.
9. **FOOD STORAGE.** All storage of food is restricted to the kitchen and dining room. Eating and drinking must be confined to these areas.
10. **BEDDING.** Linen will be checked out to new residents. Please launder your sheets at least once a week. Before you check out, return clean laundered sheets, towels, and blankets to the office.
11. **LAUNDRY.** Laundry facilities are available between 6 a.m. and 11 p.m. for residents' use. Exceptions may be made for non-residents with staff approval only. Residents are responsible for keeping the laundry room clean.
12. **TELEPHONES.** Please ask how to use the phone system. Calls must be limited to 5 minutes and be goal related. Remember, these are emergency lines.
13. **CONFIDENTIALITY.** If you do not wish to have your residency disclosed, you must inform the counselors and receptionists.
14. **TELEVISION.** The TV is not allowed on during weekdays and Saturday until after 4 p.m. This also applies to personal TV's in the upstairs area. Please review the TV rules which are posted by the TV set in the living room.

- 15. CHILDREN. Bedtime for children under 12 is 9:00 p.m. sharp. Parents must arrange for their own child care. Please keep counselors informed of the arrangements. Children may be assigned light housekeeping tasks.
- 16. MEDICINES. All medicines and prescription drugs are kept in the safe for protection of the children. Ask the staff person on duty for them at the appropriate times.
- 17. SMOKING. Smoking is allowed in the living room, the dining room, and the upstairs library. It is not allowed in the bedrooms, the kitchen, or otherwise designated areas.
- 18. VISITORS. Visitors should be kept to a minimum. No visitors after 9 p.m. No visitors will be allowed upstairs unless accompanied by staff.
- 19. PEACE AND QUIET. Please keep the noise down at all times.
- 20. NO PETS. Pets are not allowed at the Shelter House or on the grounds.
- 21. NEIGHBORS. Please do not make any request of the neighbors.
- 22. CAUSES FOR IMMEDIATE TERMINATION. In order to insure a peaceful, healthful, safe and secure environment at all times, there is certain behavior that we will not tolerate. Consequences of breaking the following rules will be cause for immediate termination:
 - A. HARASSMENT. Behavior that harasses people will not be tolerated.
 - B. ALCOHOL OR DRUGS. Anyone who has been drinking or taking drugs will not be allowed in the Shelter House. Alcohol or drugs are not allowed in the house or on the grounds.
 - C. WEAPONS. Firearms, knives, or weapons of any kind must be locked in the safe.
 - D. DISHONESTY. Dishonesty or thievery will not be tolerated.
 - E. DISEASES. A resident who develops a communicable ("catching") health condition must immediately seek treatment to correct it. Doctor's verification that the problem is being corrected will be required.
 - F. SMOKING HAZZARDS. Smoking in the bedrooms is absolutely forbidden.
 - G. ABSENCE. A resident may spend the night out of the House only for work/housing related activities, and it must previously be approved and arranged by a counselor. Verification will be required.
 - H. FIRE ALARMS. Tampering with the fire alarms is strictly forbidden.

*****NOTES:

BREECH OF COMMITMENTS: First problem: program review and clarification of expectations; Second problem: written reminder of breach of contract with resident's written response to solution; Third time: same as second problem; Fourth time: no longer eligible for housing. Written reminders and responses will be signed by the resident and the counselor and will be recorded in the individual's file.

EVALUATION MEETINGS. You will meet with a counselor at least once a week to evaluate how you are doing in terms of cooperation with staff and residents, cleanliness and chore completion, and progress towards your goals. You are asked to evaluate yourself. Also, the counselor fills out an evaluation report which you will go over together, and finally, the counselor will make a recommendation for the staff to extend or to limit your stay at the Shelter.

OFFICE HOURS. The counselors' office is often a busy place. Please limit the number of your request to the times provided for residents concerns: 7 to 9 a.m. and 5:30 to 10:30 p.m. You can sign up to meet with a counselor outside the office door.

56

CITY OF HILLSBORO

POLICE DEPARTMENT

205 S.E. 2nd
Hillsboro, Oregon 97123

HERMAN WOLL
CHIEF OF POLICE

Personal Office: 681-6198
Business Office: 681-6175

July 23, 1985

Susan Wagner
King-Bell Housing Inc.
13930 S. Gain
Oregon City, Oregon 97045

Dear Ms. Wagner:

The Washington County Community Action Agency Shelter Home has been located in a high density residential neighborhood for the past 12 years.

The Home offers emergency shelter primarily to families in need of housing on a short term basis while seeking employment or permanent housing.

The Hillsboro Police Department does not view the shelter as a generator of crime in the neighborhood, but rather as a resource for the department.

Sincerely,

HERMAN WOLL
Chief of Police

by:

Jim McCausland
Crime Prevention Officer

JM/dr

PLANNING COMMISSION MINUTES
REGULAR MEETING
AUGUST 13, 1985

MEMBERS PRESENT

STAFF PRESENT

John Littlehales, Chairman
Don Trotter
Betty Roholt
Robert Knudson
Jan Fitzgerald
Gregg Newstrand, Jr.
Patricia Wolter

Topaz Faulkner, Director
Michael Wheeler, Associate Planner
Jane Heisler, Acting Asst. Planner
Mary Newell, Hearings Reporter
Steve Hall, Public Works Director
Greg Eades, City Attorney

1.0 Mr. Littlehales called the meeting to order at 6:30 PM.

Mr. Littlehales introduced new Planning Staff member, Michael Wheeler, and new Planning Commissioners, Gregg Newstrand and Patricia Wolter.

2.0 PROCEDURAL QUESTIONS

None

3.0 PUBLIC HEARINGS

3.1 APPLICANT: King Bell Housing, Inc.

PROPERTY OWNER: North Clackamas School District

LOCATION: 2316 and 2400 SE Willard Street

PROPOSAL: Continuation of hearing on request for approval of a Community Service Overlay for temporary shelter home.

| | |
|--------------|-------|
| EXHIBIT # | 5 |
| DATE | |
| SUBMITTED BY | Staff |
| RECEIVED | lg |

Mr. Littlehales stated that at the recommendation of Planning Staff and with the concurrence of King Bell Housing, this matter was to be continued to August 27th, pending verification of criteria outlined in the Community Service Overlay in the Planning Code. Mr. Littlehales indicated that an attempt had been made to notify neighboring property owners of the change in hearing date. Mr. Littlehales stated that no testimony on the matter would be heard until the August 27th meeting, when it would be the first item on the agenda at 6:30. Interested parties in the audience voiced dissatisfaction with the way hearing notification was being handled by the applicant.

Mr. Trotter moved that the Planning Commission accept the recommendation of staff and continue the hearing to August 27th. Seconded by Mr. Littlehales. THE MOTION CARRIED UNANIMOUSLY.

3.2 APPLICANT: Victory Chapel (Jack R. Dennis)

PROPERTY OWNERS: Blanche S. Olsen and Joseph & Laura Mae Steinkamp

LOCATION: 10956 SE Main Street

PROPOSAL: Approval of a Community Service Overlay for a church use in an existing structure.

KING BELL HOUSING, INC.

EQUAL HOUSING OPPORTUNITY

58

August 13, 1985

RECEIVED

AUG 13 1985

PLANNING

Milwaukie Planning Commission
Milwaukie City Hall
10722 SE Main Street
Milwaukie, OR 97222

Re: Community Service Overlay Application for an Emergency Shelter

Dear Commissioners:

In light of the recommendation of the Planning Department staff, dated August 9, 1985, that this request be further continued to allow proper consideration of relative material, we are acceding to this recommendation and agree to have this hearing continued to August 27, 1985.

If this new date should be changed for any reason, please let me know. Also, if King Bell Housing, Inc. has further responsibilities in connection with the changed date, such as posting a new sign or notifying interested parties, please advise me as soon as possible.

Thank you.

Sincerely,

Susan M. Wagner

Susan M. Wagner
President

| | |
|--------------|----------|
| EXHIBIT # | 5A |
| DATE | |
| SUBMITTED BY | staff |
| RECEIVED | |
| | CS-85-02 |

MEMORANDUM

59

TO: Planning Commission
 FROM: Planning Division Staff *AMW*
 RE: Community Service Overlay (CS-85-02) (King Bell Housing)
 DATE: August 23, 1985

In evaluating uses found in the Community Service Overlay, the reviewing body is compelled to consider the criteria found under Section 3.20.4 in addition to specific standards for each group of uses (Section 3.20.7 thru 3.20.10).

At a public hearing before the reviewing body, the following must be found (Section 3.20.4):

1. The establishment of the use is in the general public interest.
2. The benefits provided by the use outweigh the possible adverse impacts of the use.

The stated purpose of the Community Service Overlay is to provide for "the development of special uses, which because of their public convenience, necessity and unusual character, may be appropriate in one district but not another". This purpose, however, should not be confused with or considered to be a criterion. While the purposes section may provide standards, the application of such standards is not automatic; advance notice of the intent to use these purposes as standards would seem to be required by legal precedent.

The Comprehensive Plan, page 8, outlines four overriding management policies, two of which are applicable as follows:

- * Public and private actions will result in a net benefit for existing city residents and will contribute to the improvement of the local business and industrial economy.
- * Neighborhoods, their identity and security will be maintained and enhanced by all actions resulting from public and private activities.

The Plan's Community Conservation and Development Division, Housing and Residential Land Use Element, page 30, cites Objective No. 4- Neighborhood Conservation as follows:

- * To maximize the opportunities to preserve, enhance and reinforce the identity, pride of existing well defined neighborhoods in order to encourage the long term maintenance of the city's housing stock.

| | |
|--------------|-----------------------------|
| EXHIBIT # | <u>6</u> |
| DATE | <u>9-13-</u> |
| SUBMITTED BY | <u>Staff</u> |
| | <u>18 pgs</u> |
| RECEIVED | <u> </u> |

40-15-15-00

60
Memorandum to Planning Commission
From Planning Staff, Aug. 23, 1985
Re: King Bell Housing CS-85-02

The Neighborhood Element of the same Division states that the element's objectives "should be carefully weighed, but should not take precedence over other goals, objectives and policies found in this plan which have city-wide significance".

Nowhere in the Plan is there a reference or a policy regarding emergency shelters, except as a residential dwelling as noted. Such use was neither addressed nor discouraged.

In conclusion, unless the statement of purpose is further reiterated in the applicable criteria, the reviewing body need only review those criteria. Additionally, since the Plan does not specifically address such use as is proposed, the overriding policies may serve as guidance in reaching a decision on the matter.



United Way
Columbia-Willamette

718 West Burnside
Portland, Oregon 97209
Phone 503-228-9131

Vancouver Line 892-3600

1985 Officers

Chairman

Daniel C. Regis
Partner in Charge
Ice Waterhouse

Chairman Elect

Robert H. Short
Chairman of the Board
Portland General Electric

Vice Chairman

Carl Halvorson
President
Jan M. Halvorson, Inc.

Vice Chairman

Claire Rives

Treasurer

Larry Choruby
Senior Vice President,
Chief Financial Officer
Tektronix, Inc.

Assistant Treasurer

Jack Goetze
Executive Vice President
Oregon First Bank

Secretary

Jack McMurchie
Partner
Boley, Fraser & Wyse

President

David A. Paradine

| | |
|--------------|----|
| EXHIBIT # | 9a |
| DATE | |
| SUBMITTED BY | |
| RECEIVED | |

(61)

RECEIVED

August 2, 1985

AUG 2 1985

PLANNING

City of Milwaukie Planning Commission
10722 SE Main
Milwaukie, OR 97222

Dear Members of the Planning Commission:

We understand that the establishment of an emergency shelter facility for Clackamas County is presently under consideration by the City of Milwaukie. We would like to take the opportunity to support this important effort and to speak to our experience with Clackamas County's Social Services Division in the administration of related emergency programs.

Clackamas County's Social Services Division has been a working partner in the implementation of several efforts in the tri-county area for the provision of emergency services over the last several years. The most notable of these are programs established under funding from the Federal Emergency Management Agency (FEMA). Under 3 rounds of FEMA funding \$1,183,000 has been available in the tri-county area for rent and utility assistance, emergency shelter provision, bulk food purchase, and facility rehabilitation/equipment grants. Effective utilization of these funds has required commitment and extraordinary skill on the part of agencies: no program support or administrative funds are allowed; there is an extremely short timeline to plan, allocate, and dispense the assistance; the funding is never sufficient to meet the needs that are present or the expectations that are generated.

In Clackamas County we have relied on John Mullin as a member of the FEMA Board and on Jean Kuzmin-Walling as the primary program coordinator for housing services. Both have been invaluable participants because of their knowledge, skills, and sensitive perspective.

Pertinent to the management of a shelter facility as your immediate concern, Jean Kuzmin-Walling is one of the most skilled professionals in the social services system. Her assessment and screening of clients is so well-tuned that she serves as a trainer/consultant to other agencies and on pertinent program review committees. Her reputation among other providers is one of fair-minded and stringent prioritization of needs and resources. She is experienced in "reading people", in investigating questionable information, and in using the appropriate strategy to respond to a client's needs. She is considered one of the most careful and thorough resource managers in the local area.

In conclusion, there is an undeniable, indeed critical, need for an emergency shelter facility in Clackamas County. You may have confidence that such a facility operated under John Mullin's oversight with

"more"

62

City of Milwaukie Planning Commission
August 2, 1985
Page 2.

Jean Kuzmin-Walling's skill will be a valuable asset to services in Clackamas County. You may also be assured that it will be a carefully managed resource.

Please contact me if I can provide additional information on the project.

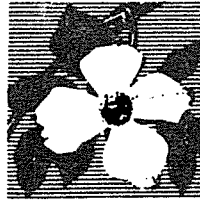
Sincerely,



Terry Anderson
Manager Information & Referral Services
Member of FEMA Board

TA/mj

CITY OF MILWAUKIE



PLANNING DEPARTMENT
in the City Hall • phone 659-5171

August 23, 1985

This a REMINDER to interested citizens that the Milwaukie Planning Commission will continue to hear a request by King Bell Housing, Inc. (applicant) and North Clackamas School District (owner) for a Community Service Overlay to allow a two-story single-family dwelling to be used as a temporary emergency shelter for homeless families or individuals. Another one-story single-family dwelling on the parcels will be used primarily as an office or for additional emergency housing as the need arises. The property is located at 2316 and 2400 SE Willard Street. (Tax Lots 5200, 6100 & 6300 of Tax Map 1 1E 36BC).

What: King Bell Housing, Inc.
Community Service Overlay
File No. CS-85-02

Where: City Hall Council Chambers
10722 SE Main St.

When: Tuesday, August 27, 1985
6:30 PM

Interested citizens are invited to attend this hearing and/or to submit in writing prior to the meeting time any comments relating to this issue. A Planning Division Staff Report is currently available at the Ledding Library, local information shelf and at the Planning Division office. Copies of the City's Comprehensive Plan and Zoning Ordinance are also available for review at those locations.

If you have any questions, please call the Planning Office at 659-5171.

Sincerely,

Cynthia Nagy
Cynthia Nagy
Secretary

| | |
|--------------|------------|
| EXHIBIT # | <u>10a</u> |
| DATE | _____ |
| SUBMITTED BY | _____ |
| RECEIVED | _____ |

*Received
8-23-85
CNU*

*Dear Mr. [unclear]
Been down not attending [unclear] report 27, 1985.
My family would not speak up, as waiting and
we will be at the hearing tomorrow. Thank you. I vote
"NO" on temporary shelter on 2316 and 2400 SE Willard
Street. Our president Sean Redaway has authority*

CITY HALL • 10722 S.E. MAIN STREET • MILWAUKIE, OREGON 97222 • TELEPHONE (503) 659-5171

to Vote for me. Sincerely Florence B. Coe

2435 S. E. LAKE RD. MILWAUKIE, O

KING BELL HOUSING, INC.

EQUAL HOUSING OPPORTUNITY

(64)

August 19, 1985

| | |
|--------------|------------------|
| EXHIBIT # | <u>1/a</u> |
| DATE | _____ |
| SUBMITTED BY | <u>Applicant</u> |
| RECEIVED | <u>12/95</u> |

Planning Commission
City of Milwaukie
City Hall
Milwaukie, OR 97222

RE: APPLICATION FOR COMMUNITY SERVICE OVERLAY-
EMERGENCY SHELTER

Dear Commissioners:

Attached is the summary of concerns addressed at the neighborhood meeting held July 31, 1985. Hopefully no new issues will surface which need responses. We have tried to be thorough and considerate in our dealings with the neighbors.

Please let me know if there is anything further you require.

Sincerely,

Susan M. Wagner

Susan M. Wagner
President

SMW:jlr
enclosure

Notes from the neighborhood meeting held July 31, 1985:

The meeting lasted from 7:00 p.m. to 9:25 p.m. and the Issues discussed were as follows:

- 1. What is King Bell Housing, Inc.?

Information as to what a non-profit is and more specifically, what King Bell Housing, Inc. is was provided.

- 2. What will be done about the children missing school?

-See answer in previous submission to the Planning Commission. Also see specific question and answer on attached sheet.

- 3. What is planned in the event of damage to surrounding neighbors' homes or possessions? Will King Bell assume liability?

-See answer in previous submission to the Planning Commission.

- 4. Child care issues were an expressed concern. Questions arose such as what will be done with the children during the day? What if other parents don't want to take care of each other's children? What will happen with the older children?

The responses to these questions seemed to be adequate. A system of exchanging child care will be implemented in the event a shelter user has no other alternatives. Each participant, however, will be responsible for providing appropriate child care.

- 5. More information was requested in response to the general letter written by the Hillsboro police. The neighbors want details on the kinds of incidents the police are called out on. (see attached question and answer sheet)

- 6. A great deal of time was spent addressing the problems of notice - both for the original neighborhood meeting, and planning commission session held July 9, and for the subsequent neighborhood meeting. Details were provided as to the exact methods employed and the effort expended in order to provide adequate notice.

- 7. Concern was expressed about the existing parking situation and the fears that the situation will be exacerbated by displacement of the cars currently using the parking lot. (see attached sheet for the specific answer to that question)

- 8. There was discussion about using the shelter for purposes not authorized by a community service overlay approval. (see specific answer on attached sheet)

9. Questions were asked about the earnest money offered and comments made that KBHI was getting a good deal on the purchase price.
10. The site plan was reviewed and objections raised regarding the crosswalk painted across the easement and access road between the parking lot and the office building. It was the neighbors' opinion it would be safer to route pedestrian traffic along the sidewalk instead. KBHI is willing to do whatever the Planning Commission would recommend. Further fencing and buffering was requested by the neighbors, with the neighbors to the east asking to have the windows on that side blocked in some manner in order to avoid intrusion on their privacy. It was explained that curtains would be used as view obscurement but that it would not be possible to block the windows off in any further manner. Buffering will be provided to the extent required for a transitional zone area.
11. The advantages to the designation of "emergency exit only" for the east door of the house were discussed and an agreement was reached to treat that door as such and label it so.
12. Security issues were raised and the information provided on the previous submission to the planning commission was reviewed.
13. Written job descriptions, qualifications and salaries were requested. These are attached to the question and answer sheet.
14. The bathroom facilities were discussed and their adequacy reviewed.
15. Screening done by Social Services Division was addressed at great length. The information provided previously to the Planning Commission was the basis for this discussion.
16. For some reason, the maximum length of stay for families was a concern to the neighbors. It seems the longer the stay the more integration possible into the neighborhood and thus the increased desirability to the neighbors. While families will generally be encouraged to stay a minimum length of time at the Shelter, there may be unforeseen circumstances which would cause a longer than normal stay. The exact number of days allowed is something which should be determined by the task force and also which should be open to revision once operation is underway and some experience is obtained. Thus there will be no attempt to answer this question at this time.
17. Generally the neighbors were not totally satisfied with the answers provided at this session and requested further clarification to those questions on the attached pages. Every effort is being made by KBHI to work with the neighbors in offering open communication and cooperation. It is our desire there be a neighbor representative on the previously-mentioned task force should there be approval given to this application. Continued input from this group will be sought in order to achieve a successful integration into the neighborhood.

Responses To Questions/Issues Raised
At The Neighborhood Meeting - July 31, 1985

67

1. What is the longest kids can be out of school?

According to Glen Van Schoick of the North Clackamas School District, the law simply reads that parents are required to have school-aged children in school. The School Board has the discretion of allowing up to 10 days off per semester. However, Mr. Van Schoick stated the schools are empathetic to the situation of homeless families and make every effort to accommodate their plight. They have had experience working with the residents of the Evergreen Shelter for battered women. Generally they will encourage that the children not be enrolled in the new jurisdiction, as it is very disruptive to have the overwhelming changes occurring in their lives. He remarked that although the law is on the books as a responsibility of the parent, it is very difficult to enforce and is widely abused.

2. What statistics are being quoted for vandalism?

A phrase was included in the Responses originally submitted which claimed that statistics do not show the clients of the shelter to be more prone to vandalism than other segments of the population. To the best of our knowledge, this is true, having verified with several insurance companies. The company serving the shelter house in Hillsboro has never had a claim for liability in the eight years of insuring them. Concluding that simply because a family is homeless, they will be destructive, is prejudging a class of people unfairly and prejudicially.

3. More details from the police at Hillsboro.

Jim McCausland from the Hillsboro Police Department will be available at the Planning Commission Hearing on August 27th to answer further questions and he will bring information on the specifics of the calls during the last few months to the emergency shelter.

4. What is the school district going to do with their displaced cars? What are their future plans?

Gene Owens from the North Clackamas School District will be attending the Planning Commission Hearing on August 27th to respond more fully to this. Basically a discussion with Bill Dierdorf of the school district revealed that upon completion of this sale, revisions will be made to the entrance on the west side of the high school to allow it to fully accommodate the school traffic, eliminating the traffic and parking on Willard. They intend to provide a cul-de-sac and parking area near the auditorium which should improve the current situation near the proposed shelter site greatly.

5. Confirmation in writing of emergency exit only for the east door of the house.

This appears to be a perfectly reasonable request and one KBHI would be happy to honor.

68

6. Desire more fences/hedges/screening.

Screening and hedges will be provided in accordance with the requirements of the transitional zone area with views from neighboring living rooms blocked.

7. What are job descriptions, qualification requirements and salaries for shelter staff?

See attached

8. What is the maximum length of stay?

At this point, KBHI is not willing to specify an exact time frame for a family's length of stay. A task force will be developed immediately upon approval of the local jurisdiction, which will address concerns such as this.

9. Is there any possibility the shelter will be used for other purposes, such as cheese or emergency food mass distributions which would attract more traffic through the neighborhood?

KBHI can assure the neighbors the shelter house will be used strictly for the purpose authorized by this community service overlay application. There is no intention to draw people to this location for other than housing reasons.

Position Title: Program Director

Salary Range: \$1,510 - \$1,932

Number of Persons Supervised: Direct 5-6

Position Summary:

This position is responsible for providing overall direction and support to the Emergency Shelter. This program provides temporary shelter to families and individuals as well as emergency housing services and emergency paralegal assistance. Responsibilities include the development and monitoring of the budget, program and financial planning, fundraising, personnel supervision and public relations.

Qualifications:

1. Demonstrated experience in personnel administration and supervision.
2. Demonstrated experience in developing and monitoring budgets effectively.
3. Demonstrated experience in grant writing and other fundraising strategies.
4. Must have public relations experience and be effective in public speaking.
5. Good oral and written communication skills required.
6. Demonstrated interest in responding to the needs of the poor.
7. Must have the ability to effectively problem solve and make decisions.
8. Must be an effective trainer and a facilitator.
9. Prefer knowledge of Clackamas County Social Service system and resources.
10. Masters in social work desired.

Working Conditions:

Office environment, but occasional travel for work-related duties.

Major Duties and Responsibilities:

Program

1. Develop annual and quarterly work programs. Monitor progress monthly and evaluate accomplishments quarterly.
2. Coordinate staff schedules and meetings to assure adequate program coverage.
3. Maintain effective communication and networking with other Clackamas County programs and outside agencies.
4. Develop and encourage active volunteer involvement from the community.
5. Monitor program service requests for gaps in needed resources. Initiate action to fill gaps while coordinating with other concerned organizations.

6. Promote the program services and client needs through speaking engagements and public media resources.

Fiscal

1. Develop annual budget, authorize and monitor monthly expenditures. Develop contingency plans for revenue shortfalls and adjust budget as needed.
2. Maintain adequate operational budget by:
 - a. Meeting annual refunding deadlines.
 - b. Submitting appropriate requests and appropriate information.
 - c. Monitoring requests and participating fully as needed.
(public appearances, community testimony, etc.)
 - d. Maintaining records of all funding activities.
3. Monitor Emergency Fund account; regularly seek additional funds and funding sources.
4. Maintain ongoing communications and involvement with funding sources, including the completion of required reports and acknowledging donations.

Personnel

1. Provide support, direction and supervision to staff by:
 - a. Performing 6-month and annual evaluations.
 - b. Providing orientation in-service and special needs training to all staff and volunteers; update training every six months.
 - c. Identifying training needs to staff and assisting to locate relevant training opportunities.
 - d. Meeting regularly with program staff and assuring that adequate communication is occurring.
 - e. Providing the fiscal department with personnel file materials required and initiating employment status changes when appropriate.
2. Initiate hiring process when appropriate.
 - a. Updating job description, if necessary.

Position Title: Support & Employment Counselor

Department: EMERGENCY SHELTER

Position Reports to: Lead Counselor

Salary Range: \$5.00/hr.

Position Supervised: Internship Program

Position Summary:

The support counselor provides emergency services by counseling, advocacy, direct assistance, information and referral and advising clients. Additionally, for emergency shelter, the support counselor determines eligibility, provides supervision and guidance with residents, as well as performing all of the functions of emergency services. With the addition of the employment component, this counselor will focus on providing employment materials and resources, as well as conducting weekly workshops that relate to employment needs.

Qualifications:

1. Must be sensitive to problems and concerns of all people and be able to communicate and work effectively with low-income and minority people, as well as professional and social service agencies.
2. Must be capable of keeping work and client information confidential.
3. Must be self-motivated and mature, with an ability to work independently.
4. Experience in counseling is desirable.
5. Prefer someone who is familiar with Clackamas County community resources.
6. Should have some writing, filing and general clerical skills.
7. Should be able to communicate effectively both in written and verbal communications with a diverse population.
8. Should be able to work well in a team relationship.

Major Duties and Responsibilities:

A. EMERGENCY SERVICES COMPONENT

1. Respond to the emergency needs of clients by providing direct service when resources through Clackamas County are available, counseling, giving information and referral when necessary, advocating if needed, and helping people help themselves.

- 2. Document all client contacts, maintain client files and assist in the statistical logging on regular basis.
- 3. Assist in enlarging the programs referral awareness by actively exploring new resources and documenting data in the Agency Referral Notebook.
- 4. Actively work with other agencies who are involved in mutual problem areas by participating on task forces, joining coalitions or organizing if needed.

B. SHELTER HOUSE COMPONENT

- 1. Assist in the functional operation of the Shelter House by:
 - a. performing initial intake, filling out appropriate forms and maintaining up-to-date statistical logging when on duty,
 - b. helping residents feel comfortable and welcome,
 - c. maintaining order and seeing that rules are observed by staff and residents alike,
 - d. problem-solving, confronting and terminating as situations demand,
 - e. keeping up-to-date records of interactions with clients.
- 2. Work cooperatively with agencies referring clients to the Shelter House, positively encouraging their active participation in responding to the needs of the client and offering supportive service if needed.
- 3. Provide support counseling on a regular basis to Shelter House residents:
 - a. assisting in identifying needs and setting goals,
 - b. giving direct help if needed,
 - c. referring to appropriate community resources when needed, and
 - d. assisting residents in locating employment and housing.

C. EMPLOYMENT ACCESS COMPONENT

- 1. Keep employment bulletin updated and manual available, together with related pamphlets and other information.
- 2. Set up library with checkout system.
- 3. Plan for and facilitate weekly meetings that address frustrations, goal-setting, time management, peer support, interviews, resumes, etc.
- 4. Supervise clothing access project which will meet the needs of people who are looking for work.

D. OVERALL

1. Be familiar with all aspects of the emergency shelter.
2. Attend all staff meetings.
3. Provide ideas and assistance in developing a better operating facility.
4. Assist in the development of new projects within the program, such as training manuals for employment, housing, etc.

JOB DESCRIPTION

Position Title: Night Watch Department: EMERGENCY SHELTER

Position Reports to: Program Director Full-Time Equivalent FTE: 1.5

Position Duration: Permanent

Salary Range: \$250/mo. + studio apt.
\$5.00/hr - part-time

Positions Supervised: None

Position Summary:

This position is responsible for maintaining overnight coverage for the Emergency Shelter facility. Duties include maintaining house security, following and enforcing rules of the house, responding to inquiries and emergencies on an on-call basis and keeping minimal records for statistical purposes.

Qualifications:

1. Responsible, mature individual needed.
2. Must be familiar with and have a demonstrated concern for the needs and problems of low-income persons.
3. Must be able to problem solve with objectivity.
4. Must be able to work independently and respond to emergencies as needed.
5. Must be able to work cooperatively as a team member and independently.

Major Duties and Responsibilities:

1. Make sure the doors are locked and be available to let people in who have made special arrangements because of work.
2. Answer phones and do temporary intakes on emergency persons coming in during the night. Determine eligibility and provide alternatives for persons not eligible.
3. See that rules are strictly enforced by residents and staff.
4. See that the house is kept quiet during sleeping hours.
5. Awaken residents at 7:00 a.m. on ALL mornings except Sunday.
6. Do crisis intervention and problem solving as they arise during shift.
7. Keep statistical record of all shelter housing inquiries and see that they are turned in the beginning of each month. Keep day counselors informed of any problems and/or residents who are not complying with house rules on a daily basis.

JOB DESCRIPTION

75

Position Title: Receptionist/Clerical Assistant

Department: EMERGENCY SHELTER

Salary Range: Paid by Green Thumb/\$3.35 per hour

Positions Supervised: None

Position Summary:

General receptionist and clerical work. For duties, see Major Duties and Responsibilities.

Qualifications:

1. Must be tactful and able to respond appropriately with people who are in crisis as well as the general public both on the phone and in person.
2. Must have the ability to establish and maintain effective working relationships.
3. Must be willing and able to learn.
4. Must have typing skills.
5. Must be able to honor confidential information.
6. Must be able to work at times under stress.

Major Duties and Responsibilities:

1. Answering telephones for Emergency Services. Taking messages for counselors and residents when needed. Providing information about Program services and hours.
2. Greeting and providing information to walk-in clients and visitors. Preparing files for counselors as people come in.
3. Assisting with statistical record keeping and informing counselors of paperwork errors.
4. Handling in-kind donations, keeping donation records, sending thank you letters. At times, telephoning/soliciting for donations.
5. Taking care of the mail. Assisting with mailouts when needed.
6. Marking blankets, sheets and towels as they come in.
7. Typing, as needed.
(Duties may change or vary according to special needs of the program.)

EXHIBIT #
Presented at
Hearing

August 27, 1985

| | |
|-----------|-----|
| EXHIBIT # | 12a |
| DATE | |
| SUBMITTED | |
| BY | |
| RECEIVED | |

To Whom it may concern:

I am writing this letter as a next door neighbor of the Evergreen House in Clackamas County. The Evergreen House has been in operation since 1983, and I can honestly say that I have experienced no adverse effects. The home is like any other in the neighborhood and my family and I have not been disturbed in any way by excessive noise of any kind during the night or day, as long as the Evergreen House has been in operation.

The premises are kept up , and I have not been aware of any problems in regards to disturbances or police actions.

Since the location of the Evergreen House must remain secret, I cannot sign this letter with my full name, but Jessica Williamson can testify to the fact that I am indeed a next door neighbor to the Evergreen House.

Sincerely,



PLANNING COMMISSION MINUTES
REGULAR MEETING
AUGUST 27, 1985

77

MEMBERS PRESENT

John Littlehales, Chairman
Don Trotter
Betty Roholt
Robert Knudson
Jan Fitzgerald
Gregg Newstrand, Jr.
Patricia Wolter

STAFF PRESENT

Topaz Faulkner, Director
Michael Wheeler, Associate Planner
Mary Newell, Hearings Reporter
Greg Eades, City Attorney

- 1.0 Chairman John Littlehales called the meeting to order at 6:40 PM.
- 2.0 Chairman Littlehales outlined the meeting format for the audience. There were no procedural questions.
- 3.0 PUBLIC HEARINGS
- 3.1 APPLICANT: King Bell Housing
PROPERTY OWNER: North Clackamas School District
LOCATION: 2316 & 2400 SE Willard Street
PROPOSAL: Request for a Community Service Overlay for a temporary shelter. (CS-85-02)

| | |
|--------------|-------------|
| EXHIBIT # | 7 |
| DATE | |
| SUBMITTED BY | Staff |
| | 8 pgs |
| RECEIVED | AP-85-85-02 |

Mr. Littlehales suggested that as there was no new input in the Staff Report, they continue right into the public hearing. He indicated that technically they were already involved in the public hearing, but they would entertain public testimony. He did ask that those who have testified before, not testify again unless they had something new to add to their testimony.

Mr. Littlehales addressed the matter of "Community Service Overlay", and explained Staff's interpretation of the Code Section 3.20.4. He indicated the criteria relevant in reaching a decision on this matter are: 1) That public and private action will result in a net benefit for existing City residents and will contribute to the improvement of the local business and industrial economy; 2) Neighborhoods, their identity and security, will be maintained and enhanced by all actions resulting from public and private activities. He said the objective outlined in the Comprehensive Plan, under the Community Conservation Development Division, was "To maximize the opportunities to preserve, enhance and reinforce the identity and pride of existing, well-defined neighborhoods in order to encourage the long-term maintenance of the City's housing stock".

OPENING OF PUBLIC HEARING

SPEAKING: Susan Wagner, 13930 S. Gain, Oregon City, OR 97045; Applicant

She addressed the concerns expressed by local residents. She said there was a need for this type of housing. She said there would be no adverse affects by siting this shelter in this location, and it would possibly benefit the neighborhood. She said there was an increase in the need for a family shelter for the homeless.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

(78)

Ms. Wagner said that this site was chosen over several others because it best met their criteria. She said the other locations considered were rejected because they did not "meet the configuration to support the concept of community space, community sharing of problems (unacceptable floorplan); they were too small; did not meet parking requirements; they were too far off the bus lines". She indicated others were present to address some of the other questions posed by neighbors.

SPEAKING: John McGuire, Deputy Director of the Social Services Division of the Clackamas County Human Resources Dept.; 1107 7th Street, Oregon City.

He said there was State and Federal monies available for the shelter, but he did not feel this was pertinent to whether or not the application would be approved or not.

He pointed out that the problem of homelessness had been a problem for some years. He indicated that the City of Milwaukie had appointed a Task Force to study the problem. He reported that at that time, there were no shelters of any kind for the needy. He said a shelter for Battered Women had been started since that time. He said there were fears surrounding that shelter similar to those surrounding this one. He said that none of those fears had been realized. He said he was on the Task Force appointed by Mayor Joy Burgess. He said the Task Force reported that there were several temporary measures that could be taken to aid the homeless. He said they went on to suggest long-range solutions. He said the establishment of a shelter home was the outcropping of this report.

Mr. McGuire stated the current Mayor recognizes that this problem still exists. He said there were a number of reasons that the need is greater today than three years ago. One reason, is that people now know who to ask for help. Bob Knudson asked if this would be the only establishment in the County. Mr. McGuire said it would be the only temporary shelter. He said other shelters such as motels, etc. would be used in some instances.

Ms. Wolter asked how many of the 500 estimated requests for housing would be served by the Milwaukie facility. Mr. McGuire said the figure of 500 represented households. This means some of them will be one person household, some would be four person households. His estimate is that in terms of "person-nights", they were talking about 7,000 person-nights. He said if the facility were full for one night, that would be 19-person nights. Spread over 365 days, that is approximately an average of 8 persons a night. Anticipated average of 1 or 2 person-nights in other types of shelter.

Mr. Newstrand asked if Mr. McGuire was aware of any other community within Clackamas County which was considering a shelter such as this one. Mr. McGuire said no, not that he was aware of. He said a facility such as this demands a lot of resources, and there had been no applications for funding.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

79

SPEAKING: Jim McCaslin, 205 SE 2nd Street
Hillsboro; Police Officer

Mr. McCaslin presented statistics on the number of calls to the Hillsboro facility. He said there were eleven calls in a 12-month period, of which four were not related to the shelter facility. Of the eight remaining calls, one was a prowler and he indicated the other seven were not identified in the reports. Office McCaslin gave some geographical information on the site location, and added that the shelter had provided some landscaping to keep people from cutting through the grounds. He said the Hillsboro facility has not created a problem in the city and it is not for the transient.

Ms. Wolter asked how often the police were called to the shelter as opposed to calls to the surrounding multiple family dwellings. He said, speaking for himself only, they were called less often to the shelter than to the surrounding neighbors.

SPEAKING: Gene Owens, Director of Planning and Administrative Services
for the North Clackamas School District, 12451 SE Fore Road, Milwaukie

Mr. Owens gave some background information on the property. He said the school district had the surplus property: the housing being considered by King Bell. He said there is a safety problem around the school, particularly with fast traffic on 23rd Avenue. He said they have a parking problem around the high school, most of the parking being on the city street. He indicated the school district has made an offer to purchase property adjacent to 23rd and Willard contingent on the sale of the property to King Bell. He said the intent of the school district was to close 23rd Avenue to through traffic and construct additional parking on the property they purchase. He expressed few concerns with the King Bell proposal and did not feel that it would interfere with school programs. Ms. Roholt asked what the time frame was for putting their plans into effect. He indicated that they would seek approval of their plans immediately upon confirmation of the request.

SPEAKING: Susan Wagner, King Bell

Ms. Wagner indicated that she had occasion to speak to some of the neighbors of the Battered Women's Shelter, and said the neighbors were pleased with the shelter and felt very positive about having it in their neighborhood. She suggested that their proposed shelter would have the same positive impact on the neighboring residents as does the Women's shelter.

Don Trotter asked questions regarding parking. Referring to the site plan, he asked about parking spaces for the four staff people as was discussed in the original proposal. Wagner said the garage will possibly be used for storage rather than parking. She said they could park in front of the garage. She also said they sacrificed two of the parking spaces to allow for more open area and play area for the residents. She said they had discussed the parking situation with the Staff of the

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

(80)

Hillsboro facility and expected the reduced number of spaces would be sufficient to their needs. Trotter said parking space #1 would not be allowed because it was within the front yard setback, and that there might be more allowable parking space due to an error in the site plan. Regarding the crosswalk across the access road, Mr. Trotter suggested that in order to gain more parking space and to provide safer access for people in house #1, they provide some type of barrier adjacent to the existing access road and require the residents to use the sidewalk to cross the access road. Susan concurred.

Ms. Wolter asked if the Hillsboro facility served only the community of Hillsboro. Susan Wagner indicated they served anyone who had a need and met the screening requirements. She said they had taken in referrals from Clackamas County. Susan, in response to Wolter's question, said she expected the Hillsboro facility and the Clackamas facility to serve approximately the same size area and the same number of people.

SPEAKING: Jessica Williamson, Chairman of the Oaklodge Community Council in Oakgrove; member of the Citizens Planning Commission for HUD since 1979.

She said it is very difficult to find shelter for the homeless. She said there are some duplexes used as shelter by the County, the VP John House used for sheltering and training the mentally disabled, and a shelter for sheltering people with drug problems and mental instabilities all located in the Oakgrove area. She read into the record a letter from the next-door neighbor of the Evergreen House stating that the shelter had posed no problems for them as neighbors. She indicated that the neighborhood had actively sought to get the Evergreen House located in their community after it had been turned down by Oregon City. She stated the Evergreen House was located in a nice neighborhood, was well maintained and had created no problems for the surrounding residents. She urged the neighbors opposing the King Bell facility to not be afraid of having this type of facility in their midst, because it will be an advantage in the long run.

COMMENTS OR QUESTIONS

None.

TESTIMONY IN OPPOSITION

SPEAKING: Bob Gudgel, 2404 SE Willard, Milwaukie.

Expressed opposition to the proposal because of location. He said there would be problems with tensions created by having too many people in such a small area. He said you could not compare the Hillsboro facility with the one being proposed in Milwaukie. Geographically, they were different, the Hillsboro facility having much more open space. He said there are other locations in Milwaukie that would adequately handle this type of shelter. He cited problems caused by the substandard minimum sideyard setbacks. He said one of the requirements of the Community

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

81

Service Overlay was that the setbacks must be two-thirds the height of the structure. He said this application does not meet the criteria stated in the ordinance. He does not believe the City will be adequately enhanced by this facility to warrant approval of the application. He cited a lack of tax revenue as a disadvantage. He said that an earlier attempt this year to locate this facility in Oregon City had failed, and presented a newspaper clipping as evidence.

SPEAKING: Albert Reddaway, 2439 SE Lake Road, Milwaukie, OR.

Suggested the residences be renovated and put back on the tax rolls.

SPEAKING: Ilene Tomlinson, 2459 SE Lake Road, Milwaukie, OR

Expressed concern with the density and the close proximity of the shelter to the high school.

SPEAKING: Doug Pelton, 2433 West Mercer Way, Mercer Island, WA
Owner of the two houses directly south of #2400.

Expressed concern that King Bell had not proposed to assume any liability for vandalism. Said he owned and had granted the easement between Mr. Gudgel's house and the proposed shelter house. Expressed concern for safety of residents using back door of one house into the access driveway. He was concerned that his prospective renters would not rent these two houses if there were a shelter located next door, resulting in lost revenue for him.

SPEAKING: Mary Thorsen, 11551 SE 27th, Milwaukie, OR

She said she felt locating a shelter in their area would have a detrimental affect on the neighborhood. Stated the third house next to the proposed King Bell property is for sale and would be adversely affected, who would want to buy it? Expressed agreement with Mr. Reddaway's comment that the three houses could be renovated. Said there would be a lowering in value of their homes.

SPEAKING: Michael Park, 2460 SE Willard, Milwaukie, OR

Expressed concern with the traffic that already exists in the area and that which would be generated from the shelter.

SPEAKING: John Weemhoff, 2344 SE Willard, Milwaukie, OR

Main concern was King Bell's failure to assume liability insurance beyond that which occurs on the shelter's premises. He proposed that the cost of any vandalism or damage would be put upon the neighbor's insurance which would result in the increase of their rates or premiums. Pointed out that this facility was much different than Evergreen House or the housing facility in Beaverton.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

(82)

SPEAKING: Bill Barice, 2328 SE Willard, Milwaukie, OR

Two concerns: Driveway between the two properties posing a safety hazard, and the close proximity between his house and the proposed shelter house (a lack of screening between the two houses).

SPEAKING: Jack Weemhoff, 2344 SE Willard, Milwaukie, OR

Expressed concern that King Bell did not seem to have any plans regarding their financial future. Also was concerned that the facility was without an organizational plan for operation.

SPEAKING: Shirley Park, 2460 SE Willard, Milwaukie, OR

Major concerns were that King Bell had never operated a facility like this before, they did not have set rules of operation, house rules, and they seemed to lack organizational planning to set this proposal in motion. She cited the lack of notification and their lack of preparedness as examples of their lack of organizational skills.

APPLICANT'S REBUTTAL

SPEAKING: Susan Wagner, King Bell

Said she thought this area was a mixed neighborhood and therefore she felt this kind of use would not negatively impact the neighborhood. She pointed out that John McGuire is not a board member of King Bell.

CLOSING OF THE PUBLIC HEARING

Mr. Trotter said that both properties area currently non-conforming uses in that they both have setbacks, building #2 in the side yard and building #1 in the rear yard. He asked Staff to remark on Section 8.05, Changes in Non-Conforming Use and how they feel it would apply to this property.

Mike Wheeler said that a structure may be continued. Mr. Trotter said that regardless what the use is, it is all related to structure-- that if the use is changed but the structure is not, it make no difference. Mike said that you are not considering a non-conforming sue. Mike said in considering the use of the item before the Commission you must look at the Community Service Overlay, and the only thing 8.01 deals with is the concern for section .10 that speaks to the setback versus the height of the structure.

Mr. Trotter said a concern was what use is this. He said it meets some of the definition of a hotel and meets some of the definition of a boarding house. Unique distinction is that the shelter is providing a counseling service and referral service to assist the residents in improving themselves and is therefore a community service and would

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

(83)

fall under a Community Service Overlay. Ms. Wolter interjected that another difference is that the residents are not previously screened before they enter a hotel. Mr. Trotter said that since there are more than four dwelling units in each house, this facility could be defined as a type of multi-family dwelling housing.

Mr. Trotter indicated the Comp Plan talks about encouraging a wide range of housing types and densities in appropriate locations within neighborhood areas, and objective six says that the Planning Commission is to assist low and moderate income households in obtaining housing. Page 53, Neighboring Elements, this site is under Neighborhood 1, which consists of 9 objectives. One is Objective #1, "maintain single-family character designated single-family areas by encouraging maintenance and rehabilitation of older structures and improving qualities of new residential development." Every zone is represented in area 1 except some industrial zone. Mr. Trotter said his opinion is that single-family character is aimed at R-10 to R-5 which allows only for single family dwellings. Objectives 2 & 3 deals with multi-family housing. There are several issues to be considered: projects should not be randomly located throughout the neighborhood, have close proximity to major streets and public transportation, not cause through traffic in neighborhood, have adequate parking, and designed to be aesthetically pleasing and insure that the facility provides adequate open space and landscaping, etc.

Mr. Trotter indicated that the last issue was his main consideration. It is not a brand new building but a new use from single-family residential to multi-family. Mr. Trotter says because of this consideration, he feels the property is too small for the increase in density from single-family to multi-family designation and does not provide enough open space to create an aesthetically pleasing transition to the adjacent properties. Mr. Littlehales asked about addressing parking. Mr. Trotter suggested that this may be an issue, but is not the main issue for approving or denying the application. Greg asked Mr. Trotter how he would handle an outright multi-family use. Mr. Trotter indicated in the same manner. Mr. Trotter said economically it could not be utilized without putting in a high rise because the site is so small. Also the parking requirements would be increased to loading and unloading area plus parking for multi-family apartment conventional.

Mr. Littlehales said they are trying to assess the benefits provided by the use outweighing the possible adverse impacts of the use. He said the concept is good but not necessarily in that location. He said his concerns go back to the Comp Plan and preserving the identity of the neighborhoods and maximizing, etc. of neighborhoods.

Ms. Roholt indicated these two uses had not been residential for a long period of time. Mr. Owens said that property had been used for office space, rental as a single family dwelling, art center and instruction facility for high school, training school for mentally retarded. He indicated that the buildings had not been used as a residential space for several years. Property has been on market for three years to sell.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

(84)

Mr. Trotter indicated some benefits to the neighborhood but he feels the fact that there is not enough open space on this particular property that it would definitely negatively impact the surrounding property regardless of the type of individual in it.

The increase in the density by five families in two-story buildings and five or six in the single story building is a concern. Greg suggested to make Mr. Trotter's argument work, you would have to show that the transition was necessary to the multi-type use. Mr. Trotter indicated that there will be a variety of size in family unit in the project, families with two parents and children -- anything from 1 to several persons per family. Therefore, there will be several people per family, with several families per house on the single-family piece of property. To accommodate the increase in people per house and per yard, there should be more space as indicated by the ordinance, and this cannot be done because this property is already substandard. Greg asked if the supervision would limit the impact because those are not present with an apartment use. Ms. Wolter suggested that if private families purchased the property and had several children in each family, the impact could be as great as a single-family designation as would be created by this facility as a multi-family designation. Ms. Roholt confirmed this by citing families that had lived on the property at some time in the past.

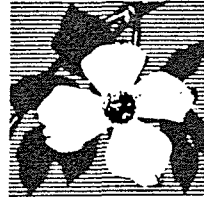
Mr. Littlehales indicated that although there were different labels that could be applied to this property, none fit precisely. Mr. Trotter said zoning ordinance in the Community Service Overlay in the criteria for institutional facilities gives some guidelines as to what is an appropriate transitional area based on the size of the structure, 2/3 of the height, which is 16 feet. Using a transitional area between adjacent properties, the guidelines taken from the Comp Plan discusses that open space is required but no definition of how much is required. That is addressed in the Community Service Overlay. Greg says if you are going to use one standard, why not add the others such as parking. Mr. Trotter said that the use is not defined so specifically, so the Commissioners have some discretion on how parking can be addressed for this particular situation and set the parking requirements.

Mr. Trotter moved that the Planning Commission disapprove Community Service Overlay request 85-02 with the following finding: that it does not comply with objective three of Neighborhood One of the Neighborhood Element of the Comprehensive Plan and does not provide adequate open space to create a pleasing transition to adjacent properties and therefore is not an appropriate location for this use. Motion seconded by Mr. Littlehales. Voting in favor of denial of application: Littlehales, Trotter, Roholt, Knudson, Fitzgerald and Newstrand. Voting against denial: Wolter.

RECESS

3.2 WITHDRAWN

CITY OF MILWAUKIE



85

PLANNING DEPARTMENT
in the City Hall • phone 659-5171

August 30, 1985

Susan Wagner
King Bell Housing
13930 S. Gain
Oregon City, OR 97045

Re: File CS-85-02

Dear Susan:

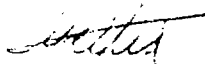
At the Milwaukie Planning Commission hearing held on August 27, the Commission voted to deny your request for a temporary shelter at 2316 & 2400 SE Willard. The decision was based on the following finding: That it does not comply with objective three of Neighborhood One of the Neighborhood Element of the Comprehensive Plan and does not provide adequate open space to create a pleasing transition to adjacent properties and therefore is not an appropriate location for this use.

Any action or ruling of the Planning Commission may be appealed to the City Council within 15 days after the Planning Commission's decision. If an appeal is not filed within the 15-day period, the decision of the Commission will be final. Appeal application forms and the fee schedule are available at City Hall in the Planning Office.

If you have any questions, please feel free to contact the Planning Department at 659-5171.

Sincerely,

THE MILWAUKIE PLANNING COMMISSION


Cynthia K. Nagy
Secretary

cc: File CS-85-02

Exhibit (7A)
8/30/85
STAFF

Townlake Estates Condominium Association
2453 Lake Road
Milwaukie, Oregon 97222

July 8, 1985

Planning Department
City of Milwaukie
10722 S. E. Main Street
Milwaukie, Oregon 97222

Dear Sirs:

We of Town Lake Estates are against using the two housing properties located at 2316 and 2400 S.E. Willard Street for emergency temporary shelters for homeless families or individuals !. Those properties are in an older residential neighborhood next to a high school !!!

Sincerely yours,

Albert D. Reddaway
Klein J. Reddaway
Hazel M. Reddaway
Robert M. Reddaway
Irene Tomlinson
Priscilla K. Adams
Helen C. Thompson
Lorraine Coe
Gladys Robinson
Annemann

EXHIBIT # 8
DATE _____
SUBMITTED BY Letters of Corres.
13 pgs
RECEIVED _____

RECEIVED

- 3 1985

PLANNING

RE. King Bell Housing Application at 2316 and 2400, **RECEIVED**
SE Willard St. Milwaukie, Oregon 97222.

JUL 16 1985

Planning Dept., City of Milwaukie

PLANNING

As the owner of adjoining property I have several concerns.

TRAFFIC

During the school year, Willard Street is heavily traveled. To add an additional load of 10 to 15 cars with multiple trips a day increases the potential for accidents.

POTENTIAL BLOCKING OF DRIVEWAY

The only access to my properties (2328, 2342 and 2344 SE Willard St.) is through the applicants property. We have had some problems with people parking in the drive while visiting the school offices and would expect these problems to increase with the change of use and more people involved with the offices.

DANGERS TO RESIDENTS.

Both of the applicants' houses are situated next to busy private driveways. The drive next to House #1 services 10 vehicles. These cars make daily trips in and out. With the offices in House #1 the majority of the people residing in House #2, there will be continual foot traffic across the drive. This is a potentially dangerous situation.

CHANGE OF USE FROM RESIDENTIAL TO MOTEL.

Currently, most of the the people in the adjoining property have resided there an average of 3 to 7 years. This is a very stable residential area. To change the complexion of the neighborhood to a transient type will adversely affect the current residents and discourage future quality residents.

NEIGHBORHOOD PROTECTION

This immediate neighborhood has had no "family disputes) or burglaries and have had no reason to call the police for assistance. This proposed change will bring a disruptive influence. (Evidence presented at the earlier hearing stated that police are called weekly to the similar facility in Hillsboro).

FINANCIAL IMPACT

Historically, the siting of this type of facility in a community has caused the area to decline in desirability and is also responsible for the lowering of property values and the general down grading of the community. In the event that future grants may not be available to operate this facility, what will happen to this property and to the neighborhood?

Yours truly,

A. H. Douthit

A. H. Douthit, Owner

Ruby M. Douthit

Ruby M. Douthit, Owner

RECEIVED

AUG - 1 1985

PLANNING

(89)

2 pgs.

July 29, 1985

Ms. Topaz Faulkner, Director
Milwaukie Planning Commission
City of Milwaukie
10722 South East Main Street
Milwaukie, Oregon 97222

Dear Ms. Topaz and Commission Members,

I would like to take this opportunity to notify you of the position of my family toward the proposed King-Bell Housing Community Service Overlay for the purchase of property now owned by School District 12 on Willard Street. The two homes and the currently used school vehicle parking lot sit directly in front of our home at 2344 South East Willard and are accessed by the paved drive next to this parking lot.

Several problem areas seem to be immediately apparent in the proposed use of these properties by King-Bell Housing as temporary and transient emergency housing. First of all, the very nature of the area presents a difficult parking situation. High school student cars, school bus parking and traffic, and school employee parking are all difficult at best in this area. Since our driveway runs between the first of these homes and the school vehicle parking lot, we have had numerous incidents of both school employees and others parking in this driveway. Although "posted" as a "private drive", we have had to frequently call the school administrative offices or the Milwaukie Police to find out what to do to move a car so we could use the drive. My wife has occasionally simply sat in the drive and blown her horn until someone came out of the housing school office and moved their car so that she could pass. An almost total lack of public parking to handle the high traffic is the cause of this problem. Since we now understand that about one-half of the individuals housed in the temporary housing will have autos, plus the school employees and others, we see this existing problem increasing beyond all proportions. We would anticipate keeping the local tow truck busy keeping our driveway free of cars.

A second real consideration to residents is security in the area. We now all know each other and look out for each others' property and person in our neighborhood. A change to a transient, mobile population which turns over every few days is a threat to each of us living in the area. These people have no roots in our neighborhood and may or may not have regard for our property, pets, and our person.

Third, the actual physical distance between these proposed transient homes and those of us living in this area is minimal. A somewhat unique situation exists in that both our drive and the next driveway next to 2404 South East

Topaz Faulkner
Milwaukie Planning Commission
July 29, 1985
Page Two

Willard lead back into housing having these drives as their only access. The drive just mentioned, 2404 South East Willard, is very narrow and the two homes on either side are situated only a few feet apart. The use of the drive at all hours of the day and night is not at all desirable. A potentially disturbing noise problem will develop and result from this close, physical distance between the properties.

All of the property adjacent to the King-Bell proposed sites involve both property owners and tenants. Property investment for the future now becomes a question. Four of the residences are relatively new construction, 1980, and represent a sizeable investment to the owners. Potential renters for the future in these units are greatly threatened if the proposed community service overlay is acted upon in a favorable way by the commission. More than one family has already stated that they would move if if the property were sold to King-Bell.

My family and I feel that this proposal should not be passed by the planning commission. We all feel that this disapproval is in keeping with the nature of the existing area residents, the existing physical and traffic situation, property values and other considerations outlined. Thank you for your consideration.

Sincerely,

Jack H. Weemhoff
Jack H. Weemhoff

Shirley M. Weemhoff
Shirley M. Weemhoff

John H. Weemhoff
John H. Weemhoff

RECEIVED

AUG -7 1985

PLANNING

(91)

July 15, 1985
2330 SE Willard
Milwaukie, OR 97222

City of Milwaukie
Planning Department
10722 SE Main St.
Milwaukie, OR 97222

Re: King Bell Application
2316 and 2400 SE Willard St

Gentlemen:

This letter is in response to the above request for community service Overlay Use by King Bell.

After attending the community meeting, I have several concerns about the project and the choice of location. They are as follows:

- Neighborhood safety and security

In a like project located in Hillsboro, the police are called a minimum of 2 to 4 times a month to handle disturbances. The area this shelter is seeking to locate in is an area that is currently very secure. The police have not been called to the surrounding properties in the last 5 years. This would adversely affect our neighborhood by greatly reducing our safety and security.

- Liability and Responsibility

As a property owner, I am concerned about the liability for any damage caused to the property. Since the people will be in this shelter for a very short period of time, and they are there because they have no resources, there is no liability protection for the surrounding neighborhood. One solution to this problem would be to require King Bell to post a bond to cover any damages or losses caused by the shelter's residents.

- Change in neighborhood composition

The neighborhood is currently a very stable area. The majority of the people who live in the adjoining properties (8 family units) have lived there for at least 5 years. This shelter would change the composition of the neighborhood by changing it from a stable neighborhood to a volatile, temporary neighborhood.

- Discourage future tenants

This shelter would discourage future tenants in the rental units surrounding it. These units require passage through the King Bell property via driveways to reach them. This in effect would reduce the property values because most tenants look for a quiet, secure neighborhood.

- Lack of Buffering for the neighbors

The way the property is situated, several people must pass through the King Bell property to reach their homes. The site plan does not address buffering all of the neighbors. There should be fences required along all of the property lines to mark the boundaries for those living in the the shelter and to provide the neighbors with privacy and protection. Also, the walkway should be at the street where pedestrians are usually expected, not in the middle of the drive way.

- Lack of adequate supervision

Since the average length of stay is expected to be between 3 and 7 days, the shelter residents can not be expected to know the rules and boundaries immediately. One caretaker will be in residence at night in one house, but the other house is about 100 feet away. When people are housed in that house, a caretaker should be required there also. Caretakers must be required for both night and day on weekends and holidays.

- Traffic and Parking

During the school year, our driveway has been frequently blocked. With shelter residents arriving and leaving, with shelter staff's cars and school related parking on the street, I am concerned that the parking problems will escalate and that Willard Street will become that much more dangerous. Also, I am concerned that the driveway will be blocked more frequently. More parking than 10 spaces should be provided by King Bell since they testified that they would need an estimated number of 13 to 15 spaces.

- Shelter residents recreation

With a maximum of 20 people in the two houses, there will be minimal space for privacy or recreation inside. Both of these houses have very small yards. Although King Bell has allowed for playground space in the site plan, it is very small. King Bell should be required to furnish adequate recreational facilities.

- Supervision of Children

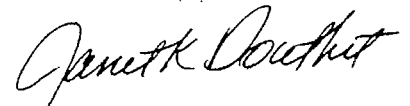
It was stated that the shelter residents would co-op watching the children. People who are there for 3 to 7 days will not develop the trust in each other which would enable them to leave their children with strangers. King Bell should be required to furnish competent child care while the parents are exploring their options.

- Funding of the facility

From the information we have received, it appears that King Bell does not have the working funds to operate. They have mentioned applying to various community organizations for funds. What will happen to the shelter if they don't receive adequate working funds? Will they cut back on staff (like caretakers) or allow the property to run down through lack of maintenance?

I have lived in the neighborhood for 6 years and appreciate it because it is a secure area. I strongly urge you to review the adverse impacts this shelter would have on this area and ask that you protect the neighborhood by denying this request. This type of facility (basically a motel) does not belong in a neighborhood that already has a high density population.

Sincerely,


Janet K. Douhit

94

We the neighbors of 2316 SE Willard & 2400 SE Willard firmly oppose the use of this property as housing for Homeless/Transient families & individual because of the following concerns:

1. Neighborhood safety and security
2. Liability and Responsibility
3. Change in neighborhood composition
4. Discouragement of future tenants
5. Lack of Buffering for the neighbors
7. Traffic and Parking
8. Supervision of Children
9. Continued Funding of the Facility

RECEIVED

AUG -9 1985

PLANNING

| NAME | ADDRESS | DATE |
|---------------------|-------------------------------|---------|
| <i>[Signature]</i> | 2416 SE Willard Milwaukie, OR | 7/25/85 |
| Camellie Borne | 2325 SE Willard Milwaukie OR | 7-25-85 |
| Fairy Mills | 2440 SE Willard Milw OR | 7-25-85 |
| Rh. Ryland | 2404 SE Willard Milw OR | 7-25-85 |
| Michelle Paul | 2460 SE WILLARD MILW OR. | 7-25-85 |
| Rose H. Gibson | 2605 S.E. Willard Milw OR | 7-25-85 |
| J.E. Brady, Jr. | 113519 S.E. 27th Milw. Or. | 7-25-85 |
| Dannell Stroomfield | 2635 SE Willard Milw OR | 7/25/85 |
| J. Hansen | 11363 S.E. 27th Milw OR. | |
| Charlene Hansen | 11363 SE 27th Milw OR | |
| * Shirley A. Park | 2460 SE Willard Milw, OR. | |
| Jack Meagher | 11448 SE 27th Milwaukie | |
| Margaret Meagher | 11448 SE 27th Milwaukie | |
| * Norma Meyer | 11554 S.E. 27th Milw OR | |
| * Fred. Schiavini | 1512 27 ave Milwaukie | |
| But Thorsen | 11551 SE. 27th Milwaukie | |
| Mary Thorsen | 11551 SE. 27th " " | |

NAME

ADDRESS

| NAME | ADDRESS | |
|--------------------------|-------------------------------------|---------------|
| Aracely Silva | 11593 SE 27 | 7/25/85 |
| Jack E. Fields | 11593 SE 27 | 7/25/85 |
| Dorcas Watson | 11603 SE 27 | 7/25/85 |
| Otto Cassiano | 2505 SE Lake Rd. | 7/25/85 |
| * Beverly & Rosa Palanco | 2419 Lake Rd. | 7/25/85 |
| Leopoldo Palanco | 2425 Lake Rd. | 7/25/85 |
| Rita Palanco | 11466 SE 23 RD | 7/25/85 |
| Cathy Jensen | 11466 SE 2 RD | 7/25/85 |
| * Mildred Ingram | 2443 Lake Rd | 7/25/85 |
| * Barbara Pennington | 2445 S.E. Lake Rd. | ✓ |
| * Hazel M. Laughlin | 2447 S.E. Lake Rd | ✓ |
| * Priscilla K. Adams | 2453 S.E. Lake Rd | 7/25/85 |
| Gene L. Johnson | 2427 SE Lake Rd | 7-25-85 |
| Cladya Robinson | 2431 " " " | 7-25-85 |
| Florencia B. Coe | 2435 " " " | 7-25-85 |
| Lusanne T. Blough | 11481 S.E. 25 th Ave | 7-25-85 |
| Mary Haglund | 11493 SE 25 th Milwaukee | |
| Walter H. Hartzel | 2404 SE Willard St. - Milwaukee Co. | |
| Andrew A. Mills | 2440 SE WILLARD ST. | |
| Wilbur Bonf | 2328 SE WILLARD MILWAUKEE | 7/25/85 |
| Jack H. Weemhoff | 2344 SE Willard Milwaukee Or | 7-25-85 97222 |
| Shirley Weemhoff | 2344 SE Willard Milwaukee, OR | 97222 |
| John Weemhoff | 2344 Willard Milwaukee Or | |
| Janet K. Douthett | 2330 SE Willard Milwaukee | 97222 7/29/85 |

RECEIVED

AUG 19 1985

PLANNING

2433 W. Mercer Way
Mercer Is., WA 98040
Aug. 17, 1985

Planning Commission
City of Milwaukie
10722 S.E. Main St.
Milwaukie, OR. 97222

This letter is written in opposition to the application of King Bell Housing Case # CS-85-023.

I own the two houses at 2416 and 2440 Willard St., as well as the 12 foot driveway between 2400 and 2404 Willard. 2416 is directly south of the proposed shelter.

I agree with the petition dated July 10, 1985 containing 9 concerns which was signed by a number of neighbors and submitted to the commission.

A particular concern to me is the adverse effect the proposed shelter would have on my ability to attract suitable renters, if several families move into the place which has no facilities or space for play.

(98)

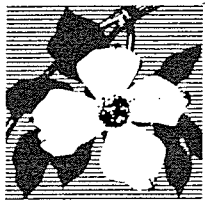
The present tenants of both houses have signed the petition.

Another item which must be addressed is the applicants' unwillingness to assume any obligation for damage to neighborhood property either by a bond or liability insurance.

The proposed shelter is a 4 bedroom, 2 bath house built by my father about 50 years ago. The basement has a minimum of light and ventilation. The commission should consider the feasibility of allowing it to be occupied by more than twice the number of persons that were originally intended.

Very truly yours,
Douglas M. Bolton

99



CITY OF MILWAUKIE

CITY COUNCIL
in the City Hall • phone 659-5171

SEPTEMBER 19, 1985

NOTICE OF PUBLIC HEARING

TO: ALL PROPERTY OWNERS AND RESIDENTS
ON: TUESDAY, OCTOBER 1, 1985 AT 7:00 PM
AT: CITY HALL COUNCIL CHAMBERS
10722 SE MAIN STREET

The MILWAUKIE CITY COUNCIL will consider an appeal of the Planning Commission's decision to deny a request by King Bell Housing, (Applicant) and North Clackamas School District (Owner), for a Community Service Overlay Use to allow a two-story single-family home to be used as an emergency/temporary shelter for homeless families or individuals. Another single-family home (one story) on the parcel will be used primarily as an office, with part of the structure housing overflow clientele, if the need arises.

The site, 2316 and 2400 SE Willard Street, is highlighted on the back of this letter. (Tax Lots 6100/6200/6300 of Tax Map 1 1E 36BC. File # AP-CS-85-02)

The attached sheet lists the criteria which will be considered by the City Council in reaching a decision. Any action or ruling of the City Council may be appealed to the Land Use Board of Appeals (LUBA) after the City Council's decision. If an appeal is not filed within the 21-day period, the decision of the City Council is final.

Interested citizens are invited to attend this hearing or to submit comments in writing prior to the meeting time. A Planning Staff Report will be available for review in the City Manager's Office after 8:00 AM, Monday, September 30, 1985, or in the Planning Office. Copies of the Zoning Ordinance and Comprehensive Plan are also available for review at the Planning Office.

If you have any questions, please call Planning at 659-5171.

| | |
|--------------|--------------|
| EXHIBIT # | 9 |
| DATE | |
| SUBMITTED BY | Staff |
| | 4pgs |
| RECEIVED | AP. CS-85-02 |

(100)

23rd.

SEC. CONTRACT
DESC. IN 32-438

N 79° 50' 08" E 537.78

5700

S 11° 09' 30" E
38.4

N 79° 50' 08" E 528.5

5800

6

8

5

5

(VACATED)

7

4

2

6

5

4

3

2

1

3

(VACATED) DV 181-94

(VACATED)

STREET

YOUNG'S

10

12

13

14

4

15

16

17

5

1

11

9

ADDN.

(VACATED)

WILLARD

22nd.

6400

6300

6200

6100

6000

5900

6500

6600

6700

6800

6900

25th. STREET

STREET

DIVISION LINE OF LOT WHITCOMB DLC

1/16 Cor.

1 E 30

.2 APPLICABILITY

Any Community Service Development shall be subject to the provisions of this Ordinance, Community Service Uses include private and public utilities, institutions and recreational facilities as listed below.

A. Institutions: Public/Private and Other Public Facilities.

7. Other similar uses as determined by the Planning Commission

.4 AUTHORITY TO GRANT OR DENY A COMMUNITY SERVICE USE

A. An application for a Community Service Use may be allowed if:

1. The requirements of the underlying zone are met.
2. Specific standards for the uses found in subsection10 are met.
3. The hours and levels of operation of the proposed use can be adjusted to be reasonably compatible with surrounding uses.

.10 SPECIFIC STANDARDS FOR INSTITUTIONS: PUBLIC/PRIVATE AND OTHER FACILITIES NOT COVERED BY OTHER STANDARDS

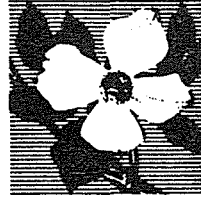
1. Utilities, streets or other improvements necessary for the public facility or institutional use shall be provided by the agency constructing the use.
2. When located in or adjacent to a residential zone, access should be located on a collector street if practical. If access is to a local residential street, consideration of a request shall include an analysis of the projected average daily trips to be generated by the proposed use and their distribution pattern, and the impact of the traffic on the capacity of the street system which would serve the use. Uses which are estimated to generate fewer than twenty (20) trips per day are exempted from this Subsection 2.
3. When located in a residential zone, lot area shall be sufficient to allow required setbacks that are equal to a minimum of two-thirds the height of the principal structure. As the size of the structure increases, the depth of the setback must also increase to provide adequate buffering.
4. The height limitation of a zone may be exceeded to a maximum height of 50 feet provided Subsection 3 is met.

(over)

CRITERIA: COMMUNITY SERVICE OVERLAY

102

5. Noise generating equipment shall be sound buffered when adjacent to residential areas.
6. Lighting shall be designed to avoid glare on adjacent residential uses and public streets.
7. Where possible, hours and levels of operation shall be adjusted to make the use compatible with adjacent uses.



Reference: SM-162

MEMORANDUM

TO: HUGH BROWN, CITY MANAGER *Sandra Miller*
FROM: SANDRA MILLER, ASSISTANT TO THE CITY MANAGER
SUBJECT: POLICY REGARDING USE OF BEER AT THE MILWAUKIE
SENIOR CENTER
DATE: SEPTEMBER 26, 1985

At the September 20, 1985 combined Senior Citizen Advisory Commission and Milwaukie Center Advisory Board meeting the issue of use of beer at the Senior Center was discussed. This issue was taken to the Commissions at the request of the City Council following its granting of an exception to the policy not permitting the consumption of beer at the Center for an August 17 wedding reception. Center staff informed the Commission members that the use of beer at the August 17 reception had no greater impact than use of any other alcoholic beverages.

The Commission members voted to recommend that the use of beer be allowed at the Senior Center under the same restrictions that other alcoholic beverages are allowed. Attached is a revised policy regarding use of alcoholic beverages which I recommend be adopted by the City Council. The only change to this policy from the current one is the deletion of the prohibition against the use of beer.

Attachment

②

PROPOSED AMENDMENT TO
MILWAUKIE SENIOR CENTER
BUILDING USE AND RENTAL POLICY

ALCOHOLIC BEVERAGE USE


The consumption and service of alcoholic beverages is permitted under the following conditions:

1. A \$150 deposit in addition to the $\frac{1}{4}$ deposit require for building use is required at the time of application. \$100 of the \$150 deposit will be refunded if the building is returned to pre-event condition.
2. Food must be served with beverages.
3. It is the lessee's responsibility to produce any necessary license to serve alcoholic beverages.
4. Enforcement of the terms of any necessary license or requirements of State law is the responsibility of the lessee.
5. The City reserves the right to place restrictions on the use of alcoholic beverages in accordance with State law and City and Center policy.
6. See section "Additional Costs As Required", page 3.

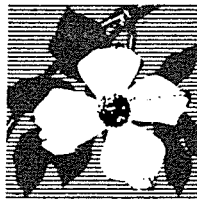
MEMO

TO: CITY COUNCIL
FROM: CENTER ADVISORY BOARD
SUBJECT: BEER USE POLICY CHANGE AT THE CENTER
DATE: September 24, 1985

At the meeting held on September 20, 1985, the Center Advisory Board voted to recommend to City Council that a change be made in stated policy to allow beer at the Center.


Janet Witter,
Secretary

CITY OF MILWAUKIE



FINANCE DEPARTMENT
in the City Hall • phone 659-5171

①

September 25, 1985

TO: Hugh Brown, City Manager
FROM: Margaret A. Post, Finance Director
RE: Transfer of Appropriations

Marge Post

Attached is a resolution for the transfer of appropriations from the Fire Department to the General Fund contingency. In August, 1985, appropriations were transferred to cover the union agreement for salaries. However, bargaining is continuing until a signed agreement is completed.

It is recommended that the Council approve the attached resolution.

cc: Sandy Miller, Personnel Director
Dick Bailey, Fire Chief

Attachment

②

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE AUTHORIZ-
ING TRANSFER OF APPROPRIATIONS

WHEREAS, the City of Milwaukie City Council previously
approved a transfer of appropriations from the contingency to the
Fire Department; and

WHEREAS, negotiations are continuing with the fire union;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the
City of Milwaukie that the following appropriation is transferred
as set forth below:

TRANSFER TO:

General Fund, General
Government \$41,467

TRANSFER FROM:

General Fund, Fire
Department \$41,467

Introduced and adopted by the City Council of the City
of Milwaukie, Oregon, this 1st day of October.

Ronald D. Kinsella, Mayor

ATTEST:

Margaret A Post

Margaret A. Post, Finance Director

Approved as to form:

Greg Eades, City Attorney

①

MILWAUKIE
CITY COUNCIL MEETING
SEPTEMBER 17, 1985

COUNCIL CHAMBERS

1488TH MEETING

THE ONE THOUSAND FOUR HUNDRED EIGHTY-EIGHTH MEETING OF THE MILWAUKIE CITY COUNCIL WAS CALLED TO ORDER AT 6:59 P.M. ON SEPTEMBER 17, 1985, WITH THE FOLLOWING COUNCILORS PRESENT:

RON KINSELLA, MAYOR
CRAIG LOMNICKI
MIKE RICHMOND

ROGER HALL
CHERE SANDUSKY

ALSO PRESENT:

HUGH BROWN,
CITY MANAGER
GREG EADES,
CITY ATTORNEY

MARGE POST,
FINANCE DIRECTOR
STEVE HALL,
PUBLIC WORKS DIR.
JOY BROOKHOUSE,
EXECUTIVE SECRETARY

AUDIENCE PARTICIPATION

A/B. GOOD NEWS - DOUG PEOPLE FROM THE AUTO CLUB OF OREGON PRESENTED TO THE MILWAUKIE CITY COUNCIL THEIR 14TH SPECIAL RECOGNITION AWARD SINCE 1956 FOR PEDESTRIAN SAFETY. HE EXPLAINED THAT THE AWARD WAS PRESENTED FOR WELL-ROUNDED PEDESTRIAN SAFETY EFFORTS ON THE PART OF THE CITY.

AUDIENCE LECTERN - BILL HUPP REQUESTED THAT THE LECTERN BE PLACED IN A POSITION THAT WOULD ALLOW THE TELEVISION AUDIENCE TO VIEW THE PERSON TESTIFYING.

TRI-MET BUS ROUTING - IRV KRIEDEL INDICATED THAT HE HAD RECEIVED A NUMBER OF PHONE CALLS FROM PEOPLE WHO HAD SIGNED THE PETITION REQUESTING THAT TRI-MET NOT REROUTE FROM MONROE TO HARRISON. THESE PEOPLE WERE EXPRESSING CONCERN THAT PERHAPS TRI-MET WAS CHOOSING TO IGNORE THE CITY'S REQUEST TO SCHEDULE A MEETING TO DISCUSS ROUTE CHANGES. MAYOR KINSELLA REPORTED THAT THE POSSIBILITY OF A STRIKE HAD DELAYED TRI-MET'S SCHEDULE ON SOME ISSUES AND REQUESTED THAT COUNCIL FORMALLY DECIDE THEIR POSITION ON THE TRI-MET PROPOSAL TO REROUTE BUSES WITHIN THE CITY. AFTER DISCUSSION, TRI-MET WAS REQUESTED TO READDRESS COUNCIL ON THE ISSUE. MR. KRIEDEL SUGGESTED THAT, ALTHOUGH SOME BUSES MUST USE HARRISON, THROUGH BUSES COULD BE ROUTED VIA HIGHWAY 224. CITY MANAGER HUGH BROWN INDICATED THAT AT THIS TIME THERE ARE NO

2

'EXPRESS' BUSES PLANNED ON THE ROUTE THAT COULD BE ROUTED VIA 224. MAYOR KINSELLA REQUESTED THAT A MEETING BE SET AS SOON AS POSSIBLE WITH TRI-MET. COUNCILMEMBER SANDUSKY ASKED THAT COUNCIL BE PROVIDED WITH RIDERSHIP NUMBERS AND COUNCILMEMBER HALL STATED THAT IT WAS VERY IMPORTANT THAT COUNCIL HAVE PERTINENT FACTS BEFORE CONSIDERING THIS ISSUE.

PUBLIC HEARING

TO CONSIDER THE KOLL/OMARK STORM DRAIN L.I.D. AND IT'S FORMATION - THE PUBLIC HEARING OPENED AT 7:16 P.M. AND STEVE HALL PRESENTED THE STAFF REPORT, INDICATING THAT A REVISED ORDINANCE HAD BEEN HANDED OUT AT THE WORK SESSION. HE EXPLAINED THAT, ALTHOUGH NOT ALL SIGNATURES HAD BEEN RECORDED AT THE PRESENT TIME, A 100% PARTICIPATION HAD BEEN ACCOMPLISHED. STEVE REPORTED THAT THE PRIMARY OBSTACLE THAT HAD EMERGED DEALT WITH THE NEED TO COMPLY WITH A 25-YEAR RATHER THAN A 10-YEAR FLOOD REQUIREMENT BY THE DEVELOPER'S LENDING AGENCY.

STEVE CONTINUED, INDICATING THAT KOLL HAD AGREED TO PICK UP THE ENGINEERING COSTS INITIALLY AND THAT, IF THE CITY WAS UNABLE TO PROVIDE FUNDING FOR THE PROJECT BY EARLY 1986, THE L.I.D. WOULD BE CANCELLED AND THE CITY WOULD BE RESPONSIBLE TO PAY ONLY IT'S PRO-RATA SHARE OF THE ENGINEERING COSTS, RETAINING THE ENGINEERING SPECIFICATIONS FOR FUTURE USE.

GREG MOCKFORD, REPRESENTING KOLL, URGED THE COUNCIL TO APPROVE THE PROPOSAL TO PRECIPITATE A SOLUTION TO THE DRAINAGE PROBLEM AND EXPRESSED APPRECIATION FOR CITY STAFF SUPPORT.

JACK ORCHARD, ATTORNEY FOR LINCOLN PROPERTIES, STRESSED THAT THE DRAINAGE PROBLEM IS A MAJOR STUMBLING BLOCK TO NEGOTIATIONS BETWEEN KOLL AND LINCOLN PROPERTIES AND THAT THIS PROBLEM COULD BE SOLVED COLLECTIVELY TO ENCOURAGE INDUSTRIAL DEVELOPMENT.

JEAN ZINZER OF MILWAUKIE ASKED HOW THE L.I.D. WOULD BE FUNDED, TO WHICH MARGE POST RESPONDED WITH SEVERAL OPTIONS AVAILABLE TO THE CITY.

MAYOR KINSELLA EXPRESSED A CONCERN THAT THE CURRENT INADEQUATE DRAINAGE WAS DISCOURAGING POTENTIAL DEVELOPMENT OF THE FREEMAN INDUSTRIAL PARK. COUNCILMEMBER RICHMOND INQUIRED AS TO THE PROCESS THAT WOULD BE ENACTED SHOULD THE L.I.D. BE CANCELLED IN EARLY 1986, TO WHICH JACK ORCHARD RESPONDED THAT ALL PARTIES WOULD BE REQUIRED TO START THE ENTIRE PROCEDURE AGAIN.

JEAN DUGAN OF MILWAUKIE ASKED WHY THE DRAINAGE PROBLEM HAD NOT BEEN ADDRESSED AT THE TIME KOLL BOUGHT THE PROPERTY (SOME 8 YEARS AGO). MAYOR KINSELLA RESPONDED THAT A PREVIOUS CITY COUNCIL HAD AGREED THAT THE PROPERTY OWNERS (THE FREEMAN FAMILY) HAD INCURRED ENOUGH EXPENSE RELATING TO THE STORM DRAINAGE AND, BECAUSE OF THIS DECISION, THE CITY NOW HAS A LARGER RESPONSIBILITY FOR THE FINANCIAL BURDEN OF THIS PROJECT. HE CONTINUED BY INDICATING THAT THE CITY AS A WHOLE WOULD BENEFIT IN THE LONG RUN.

COUNCILMEMBER LOMNICKI STRESSED THAT THESE IMPROVEMENTS WOULD ENCOURAGE DEVELOPMENT IN THE INDUSTRIAL PARK.

GEORGIA BRAKEMAN OF MILWAUKIE ASKED WHETHER THIS L.I.D. WOULD BE OVER AND ABOVE THE BOND ISSUE PROJECTS AND MAYOR KINSELLA ANSWERED THAT IF THE BOND ISSUE PASSED THE L.I.D. WOULD NOT BE NECESSARY.

COUNCILMEMBER RICHMOND QUESTIONED THE FINANCING METHODS, BUT AGREED THAT THE L.I.D. WAS NECESSARY AND EXPRESSED HIS SUPPORT FOR PROCEEDING WITH THE ENGINEERING STUDY.

COUNCILMEMBER RICHMOND MOVED FOR THE FIRST READING OF THE ORDINANCE BY TITLE ONLY AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. COUNCILMEMBER RICHMOND MOVED FOR THE SECOND READING OF THE ORDINANCE BY TITLE ONLY AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. COUNCILMEMBER RICHMOND MOVED TO ADOPT THE ORDINANCE AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. COUNCIL WAS POLLED AND, BY A VOTE OF 5 TO 0, ORDINANCE 1581 WAS ADOPTED.

AN ORDINANCE OF THE CITY OF MILWAUKIE ORDERING THE CONSTRUCTION OF STORM DRAINS IN THE KOLL/OMARK INDUSTRIAL PARK AREA.

THE HEARING CLOSED AT 8:05 P.M.

OTHER BUSINESS

- A. KOLL/OMARK STORM DRAIN L.I.D. ENGINEERING CONTRACT - STEVE HALL REVIEWED THE PROPOSED CONTRACT AND RECOMMENDED THAT CITY COUNCIL AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT. COUNCILMEMBER HALL MOVED TO AUTHORIZE THE SIGNING OF THE CONTRACT BY THE CITY MANAGER AND COUNCILMEMBER LOMNICKI SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
- B. SETTING OF STREET/STORM DRAIN BOND ELECTION - (RESOLUTION) - MARGE POST EXPLAINED THAT THE RESOLUTION WAS TO GIVE APPROVAL FOR THE PLACEMENT OF THE BOND ISSUE ON THE BALLOT.

COUNCILMEMBER HALL MOVED TO ADOPT THE RESOLUTION AND COUNCILMEMBER RICHMOND SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY AND RESOLUTION 26-1985 WAS ADOPTED.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, CALLING AN ELECTION TO SUBMIT TO THE VOTERS THE QUESTION OF CONTRACTING A GENERAL OBLIGATION BONDED INDEBTEDNESS IN THE AMOUNT OF \$7,500,000 TO FINANCE STREET AND STORM DRAINAGE IMPROVEMENTS FOR THE CITY.

LETTY BARRETT OF MILWAUKIE EXPRESSED CONCERN THAT THE ABSENCE OF AN L.I.D. IN AREAS EFFECTED BY THE BOND ISSUE WOULD MEAN THAT THE STORM DRAINS WOULD NOT PROVIDE AN APPARENT ADVANTAGE TO PROPERTY OWNERS. SHE ALSO INDICATED THAT THE COST OF AN L.I.D. COULD BE PROHIBITIVE AND THE PROCEDURE QUESTIONABLE (PROPERTY OWNERS EITHER NOT RECEIVING REMONSTRANCE NOTICES OR NOT UNDERSTANDING THE PROCESS). MARGE POST RESPONDED THAT THE NEW L.I.D. ORDINANCE REQUIRED THE SIGNATURES OF 60% OF THE PROPERTY OWNERS BEFORE AN L.I.D. MAY BE FORMED. COUNCILMEMBER HALL STRESSED THAT EVERY MEANS OF INSURING THAT EACH PROPERTY OWNER RECEIVED A REMONSTRANCE NOTICE WOULD BE OBSERVED.

- C. PRESENTATION OF TRAFFIC STUDY RECOMMENDATION FROM TRAFFIC SAFETY COMMISSION BY CHAIRMAN LOUIS BRUNEAU - MR. BRUNEAU INDICATED THAT THE TRAFFIC STUDY REQUESTED BY THE COUNCIL, AS UNDERSTOOD BY THE TRAFFIC SAFETY COMMISSION, COULD POSSIBLY BE SO LARGE AS TO REQUIRE THE SERVICES OF AN ENGINEERING CONSULTANT. HOWEVER, IF A MODEST NUMBER OF PEOPLE (8-10) FROM A VARIETY OF EFFECTED COMMISSIONS, AGENCIES, ETC. COULD BE BROUGHT TOGETHER TO CONDUCT A 18-MONTH SURVEY (APPROXIMATELY 3 MEETINGS PER MONTH), IT IS CONCEIVABLE THAT THIS GROUP COULD SUCCESSFULLY RESPOND TO THE COUNCIL'S REQUEST. MR. BRUNEAU STRESSED THE NEED FOR THE CITY TO DETERMINE IT'S SPHERE OF INFLUENCE, WHICH, ALONG WITH THE COMPREHENSIVE PLAN, WOULD HAVE A DIRECT BEARING ON THE STUDY TO BE CONDUCTED. HE RECOMMENDED THAT THE GROUP TO CONDUCT THIS STUDY BE COMPRISED OF MEMBERS OF THE FOLLOWING GROUPS: 1) TRAFFIC SAFETY COMMISSION (2), PLANNING COMMISSION (1), COUNCILMEMBER (1), NORTH CLACKAMAS CHAMBER OF COMMERCE (1), NEIGHBORHOOD ASSOCIATIONS (1-2), AND TRUCKING COMPANIES (1-2); AND THAT A 1 OR 2 MONTH EVALUTAION PERIOD BE SCHEDULED TO ASSESS THE COMMITMENT OF COMMITTEE MEMBERS TO THE PROJECT. IT WAS FURTHER RECOMMENDED THAT THE COMMITTEE ADDRESS ONE ISSUE AT A TIME (IE. SCHOOL, O.D.O.T., TRI-MET, EMERGENCY VEHICLES, ETC.), ASKING REPRESENTATIVES OF THESE GROUPS AS WELL AS CITIZENS WITH SPECIFIC CONCERNS REGARDING THESE AREAS TO ATTEND A DESIGNATED MEETING. COUNCILMEMBER LOMNICKI SUGGESTED THAT AD HOC COMMITTEES TO HANDLE SPECIFIC ISSUES MIGHT PROVE TO BE A BENEFIT AND INDICATED HIS INTEREST IN

BEING THE COUNCIL REPRESENTATIVE TO THE COMMITTEE. MR. BRUNEAU EXPLAINED THAT HE FELT IT WOULD BE NECESSARY FOR THE COMMITTEE TO BE ABLE TO MEET PERIODICALLY TO DISCUSS ISSUES WITHOUT AUDIENCE PARTICIPATION, ALTHOUGH THE MEETING WOULD REMAIN OPEN TO THE PUBLIC.

MR. BRUNEAU ASKED COUNCIL TO RECOMMEND MEMBERS FOR THE COMMITTEE AND MAYOR KINSELLA ASKED THAT STAFF ASSIST WITH THE SELECTION PROCESS, WITH NAMES OF PROSPECTIVE MEMBERS TO BE DIRECTED TO JOY BROOKHOUSE.

COUNCILMEMBER LOMNICKI EXPRESSED AN INTEREST IN SEEING POLICY SET FOR STREET CLASSIFICATIONS AND MR. BRUNEAU INDICATED HIS AGREEMENT.

MR. BRUNEAU STATED THAT THE FIRST RESPONSIBILITY OF THE COMMITTEE WOULD BE TO DESIGN A CHARTER AND WAS ASKED TO REPORT BACK TO COUNCIL AT THE SECOND MEETING IN NOVEMBER.

9/19/85 WORK SESSION - CITY MANAGER HUGH BROWN REPORTED THE THE WORK SESSION WAS NOW SCHEDULED FOR 4 P.M. INSTEAD OF 5 P.M.

DOWNTOWN PARKING - MAYOR KINSELLA REPORTED THAT THE PARKING STUDY HAD BEEN QUESTIONED BY DOWNTOWN MERCHANTS AND RECOMMENDED THAT THE PARKING SITUATION BE LEFT AS IS WITH INCREASED ENFORCEMENT OF THE PARKING REGULATIONS. COUNCIL AGREED AND HUGH BROWN STATED THAT HE WOULD DIRECT CORRESPONDENCE TO THE MERCHANTS REQUESTING THEIR ASSISTANCE IN MAKING THE EXISTING PARKING SITUATION WORK.

PROGRAMS FOR THE NEEDY - MAYOR KINSELLA REQUESTED THAT STAFF CHECK INTO THANKSGIVING AND CHRISTMAS PROGRAMS FOR THE NEEDY TO GIVE ADEQUATE TIME FOR A CITY PROGRAM OF PARTICIPATION TO BE INSTITUTED AND ASKED THAT A LETTER BE SENT TO EACH CITY COMMISSION ASKING THEM TO PARTICIPATE.

BUDGET COMMITTEE APPOINTMENT - MAYOR KINSELLA REQUESTED THAT JOHN WRIGHT BE REMOVED FROM THE MEMBERSHIP ROSTER OF THE PARKS AND RECREATION COMMISSION, AT MR. WRIGHT'S REQUEST, AND MOVED TO APPOINT HIM TO THE BUDGET COMMITTEE. COUNCILMEMBER RICHMOND SECONDED THE MOTION AND THE MOTION CARRIED UNANIMOUSLY.

ASSIGNMENT OF PLANNING POSITIONS - MAYOR KINSELLA EXPLAINED THAT POSITION NUMBERS HAD NOT BEEN ASSIGNED AT THE TIME OF THE APPOINTMENT OF PATRICIA WOLTER AND GREGG NEWSTRAND, JR. TO THE PLANNING COMMISSION AND, BECAUSE OF THE DIFFERENCE IN THE TERMS, IT WAS NECESSARY TO DO SO IMMEDIATELY. MAYOR KINSELLA MOVED TO APPOINT PATRICIA WOLTER TO POSITION 1 AND GREGG NEWSTRAND, JR. TO POSITION 2 AND COUNCILMEMBER LOMNICKI SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

6

CONSENT AGENDA

COUNCILMEMBER HALL MOVED TO APPROVE THE CITY COUNCIL MINUTES FROM 9/3/85 AND COUNCILMEMBER RICHMOND SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

INFORMATION

A. BILLS - COUNCILMEMBER RICHMOND REQUESTED THAT THE ACCOUNT NUMBER BE PRINTED ON THE COMPUTER PRINTOUT AS SOON AS POSSIBLE.

WELL NO. 8 - COUNCILMEMBER RICHMOND REQUESTED AN UPDATE ON THE DRILLING OF WELL NO. 8 AND STEVE HALL REPORTED THAT THE DRILLING WAS GOING DEEPER THAN EXPECTED, BUT A GOOD QUANTITY HAS BEEN FOUND AND TESTING IS UNDERWAY.

OREGONIAN ARTICLES - MAYOR KINSELLA REPORTED THAT THERE HAD BEEN SOME ERRONEOUS STATEMENTS MADE IN THE OREGONIAN REGARDING COUNCILMEMBER SANDUSKY BEING THE WIFE OF A MILWAUKIE FIREFIGHTER AND THE AMOUNT OF ASSESSMENT PER \$1,000 FOR THE UPCOMING BOND ISSUE.

FLSA - MAYOR KINSELLA CONFIRMED HIS SUPPORT OF THE CURRENT LEGISLATION WHICH WOULD AMEND THE FAIR LABOR STANDARDS ACT EFFECTIVE IN APRIL OF 1985.

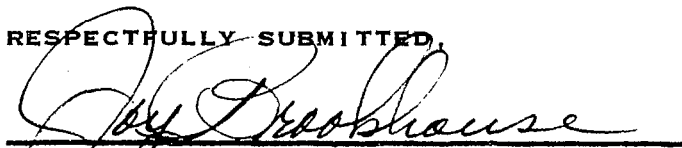
RENE' KUNZ BENEFIT - MAYOR KINSELLA PASSED ALONG THAT HE WOULD BE PARTICIPATING IN THE 'SEED-SPITTING CONTEST' ON SATURDAY, SEPTEMBER 21ST AT 5 P.M. WHICH WAS BEING HELD AS A BENEFIT FOR RENE' KUNZ.

A. BILLS - COUNCILMEMBER LOMNICKI QUESTIONED THE PURCHASE OF MATERIALS AND SERVICES FROM COMPANIES OUTSIDE THE CITY OF MILWAUKIE AND CITY MANAGER HUGH BROWN RESPONDED THAT THE POLICY OF THE CITY IS TO PURCHASE FROM VENDORS INSIDE THE CITY UNLESS THE PRICE IS NOT COMPETITIVE OR THE GOODS ARE NOT AVAILABLE.

ADJOURNMENT

COUNCILMEMBER HALL MOVED TO ADJOURN AND COUNCILMEMBER SANDUSKY SECONDED THE MOTION. THE MEETING ADJOURNED AT 9:32 P.M.

RESPECTFULLY SUBMITTED,


JOY BROOKHOUSE, EXECUTIVE SECRETARY

PLANNING COMMISSION MINUTES
REGULAR MEETING
AUGUST 27, 1985

①

MEMBERS PRESENT

John Littlehales, Chairman
Don Trotter
Betty Roholt
Robert Knudson
Jan Fitzgerald
Gregg Newstrand, Jr.
Patricia Wolter

STAFF PRESENT

Topaz Faulkner, Director
Michael Wheeler, Associate Planner
Mary Newell, Hearings Reporter
Greg Eades, City Attorney

- 1.0 Chairman John Littlehales called the meeting to order at 6:40 PM.
- 2.0 Chairman Littlehales outlined the meeting format for the audience. There were no procedural questions.
- 3.0 PUBLIC HEARINGS
- 3.1 APPLICANT: King Bell Housing (Continued from July 9, & August 13, Hearings)
PROPERTY OWNER: North Clackamas School District
LOCATION: 2316 & 2400 SE Willard Street
PROPOSAL: Request for a Community Service Overlay for a temporary shelter. (CS-85-02)

Mr. Littlehales suggested that as there was no new input in the Staff Report, they continue right into the public hearing. He indicated that technically they were already involved in the public hearing, but they would entertain public testimony. He did ask that those who have testified before, not testify again unless they had something new to add to their testimony.

Mr. Littlehales addressed the matter of "Community Service Overlay", and explained Staff's interpretation of the Code Section 3.20.4. He indicated the criteria relevant in reaching a decision on this matter are: 1) That public and private action will result in a net benefit for existing City residents and will contribute to the improvement of the local business and industrial economy; 2) Neighborhoods, their identity and security, will be maintained and enhanced by all actions resulting from public and private activities. He said the objective outlined in the Comprehensive Plan, under the Community Conservation Development Division, was "To maximize the opportunities to preserve, enhance and reinforce the identity and pride of existing, well-defined neighborhoods in order to encourage the long-term maintenance of the City's housing stock".

OPENING OF PUBLIC HEARING

SPEAKING: Susan Wagner, 13930 S. Gain, Oregon City, OR 97045; Applicant

She addressed the concerns expressed by local residents. She said there was a need for this type of housing. She said there would be no adverse affects by siting this shelter in this location, and it would possibly benefit the neighborhood. She said there was an increase in the need for a family shelter for the homeless.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

②

Ms. Wagner said that this site was chosen over several others because it best met their criteria. She said the other locations considered were rejected because they did not "meet the configuration to support the concept of community space, community sharing of problems (unacceptable floorplan); they were too small; did not meet parking requirements; they were too far off the bus lines". She indicated others were present to address some of the other questions posed by neighbors.

SPEAKING: John McGuire, Deputy Director of the Social Services Division of the Clackamas County Human Resources Dept.; 1107 7th Street, Oregon City.

He said there was State and Federal monies available for the shelter, but he did not feel this was pertinent to whether or not the application would be approved or not.

He pointed out that the problem of homelessness had been a problem for some years. He indicated that the City of Milwaukie had appointed a Task Force to study the problem. He reported that at that time, there were no shelters of any kind for the needy. He said a shelter for Battered Women had been started since that time. He said there were fears surrounding that shelter similar to those surrounding this one. He said that none of those fears had been realized. He said he was on the Task Force appointed by Mayor Joy Burgess. He said the Task Force reported that there were several temporary measures that could be taken to aid the homeless. He said they went on to suggest long-range solutions. He said the establishment of a shelter home was the outcropping of this report.

Mr. McGuire stated the current Mayor recognizes that this problem still exists. He said there were a number of reasons that the need is greater today than three years ago. One reason, is that people now know who to ask for help. Bob Knudson asked if this would be the only establishment in the County. Mr. McGuire said it would be the only temporary shelter. He said other shelters such as motels, etc. would be used in some instances.

Ms. Wolter asked how many of the 500 estimated requests for housing would be served by the Milwaukie facility. Mr. McGuire said the figure of 500 represented households. This means some of them will be one person household, some would be four person households. His estimate is that in terms of "person-nights", they were talking about 7,000 person-nights. He said if the facility were full for one night, that would be 19-person nights. Spread over 365 days, that is approximately an average of 8 persons a night. Anticipated average of 1 or 2 person-nights in other types of shelter.

Mr. Newstrand asked if Mr. McGuire was aware of any other community within Clackamas County which was considering a shelter such as this one. Mr. McGuire said no, not that he was aware of. He said a facility such as this demands a lot of resources, and there had been no applications for funding.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

③

SPEAKING: Jim McCaslin, 205 SE 2nd Street
Hillsboro; Police Officer

Mr. McCaslin presented statistics on the number of calls to the Hillsboro facility. He said there were eleven calls in a 12-month period, of which four were not related to the shelter facility. Of the eight remaining calls, one was a prowler and he indicated the other seven were not identified in the reports. Office McCaslin gave some geographical information on the site location, and added that the shelter had provided some landscaping to keep people from cutting through the grounds. He said the Hillsboro facility has not created a problem in the city and it is not for the transient.

Ms. Wolter asked how often the police were called to the shelter as opposed to calls to the surrounding multiple family dwellings. He said, speaking for himself only, they were called less often to the shelter than to the surrounding neighbors.

SPEAKING: Gene Owens, Director of Planning and Administrative Services
for the North Clackamas School District, 12451 SE Fore Road, Milwaukie

Mr. Owens gave some background information on the property. He said the school district had the surplus property: the housing being considered by King Bell. He said there is a safety problem around the school, particularly with fast traffic on 23rd Avenue. He said they have a parking problem around the high school, most of the parking being on the city street. He indicated the school district has made an offer to purchase property adjacent to 23rd and Willard contingent on the sale of the property to King Bell. He said the intent of the school district was to close 23rd Avenue to through traffic and construct additional parking on the property they purchase. He expressed few concerns with the King Bell proposal and did not feel that it would interfere with school programs. Ms. Roholt asked what the time frame was for putting their plans into effect. He indicated that they would seek approval of their plans immediately upon confirmation of the request.

SPEAKING: Susan Wagner, King Bell

Ms. Wagner indicated that she had occasion to speak to some of the neighbors of the Battered Women's Shelter, and said the neighbors were pleased with the shelter and felt very positive about having it in their neighborhood. She suggested that their proposed shelter would have the same positive impact on the neighboring residents as does the Women's shelter.

Don Trotter asked questions regarding parking. Referring to the site plan, he asked about parking spaces for the four staff people as was discussed in the original proposal. Wagner said the garage will possibly be used for storage rather than parking. She said they could park in front of the garage. She also said they sacrificed two of the parking spaces to allow for more open area and play area for the residents. She said they had discussed the parking situation with the Staff of the

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

④

Hillsboro facility and expected the reduced number of spaces would be sufficient to their needs. Trotter said parking space #1 would not be allowed because it was within the front yard setback, and that there might be more allowable parking space due to an error in the site plan. Regarding the crosswalk across the access road, Mr. Trotter suggested that in order to gain more parking space and to provide safer access for people in house #1, they provide some type of barrier adjacent to the existing access road and require the residents to use the sidewalk to cross the access road. Susan concurred.

Ms. Wolter asked if the Hillsboro facility served only the community of Hillsboro. Susan Wagner indicated they served anyone who had a need and met the screening requirements. She said they had taken in referrals from Clackamas County. Susan, in response to Wolter's question, said she expected the Hillsboro facility and the Clackamas facility to serve approximately the same size area and the same number of people.

SPEAKING: Jessica Williamson, Chairman of the Oaklodge Community Council in Oakgrove; member of the Citizens Planning Commission for HUD since 1979.

She said it is very difficult to find shelter for the homeless. She said there are some duplexes used as shelter by the County, the B.P. John House used for sheltering and training the mentally disabled, and a shelter for sheltering people with drug problems and mental instabilities all located in the Oakgrove area. She read into the record a letter from the next-door neighbor of the Evergreen House stating that the shelter had posed no problems for them as neighbors. She indicated that the neighborhood had actively sought to get the Evergreen House located in their community after it had been turned down by Oregon City. She stated the Evergreen House was located in a nice neighborhood, was well maintained and had created no problems for the surrounding residents. She urged the neighbors opposing the King Bell facility to not be afraid of having this type of facility in their midst, because it will be an advantage in the long run.

COMMENTS OR QUESTIONS

None.

TESTIMONY IN OPPOSITION

SPEAKING: Bob Gudgel, 2404 SE Willard, Milwaukie.

Expressed opposition to the proposal because of location. He said there would be problems with tensions created by having too many people in such a small area. He said you could not compare the Hillsboro facility with the one being proposed in Milwaukie. Geographically, they were different, the Hillsboro facility having much more open space. He said there are other locations in Milwaukie that would adequately handle this type of shelter. He cited problems caused by the substandard minimum sideyard setbacks. He said one of the requirements of the Community

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

⑥

SPEAKING: Bill Barice, 2328 SE Willard, Milwaukie, OR

Two concerns: Driveway between the two properties posing a safety hazard, and the close proximity between his house and the proposed shelter house (a lack of screening between the two houses).

SPEAKING: Jack Weemhoff, 2344 SE Willard, Milwaukie, OR

Expressed concern that King Bell did not seem to have any plans regarding their financial future. Also was concerned that the facility was without an organizational plan for operation.

SPEAKING: Shirley Park, 2460 SE Willard, Milwaukie, OR

Major concerns were that King Bell had never operated a facility like this before, they did not have set rules of operation, house rules, and they seemed to lack organizational planning to set this proposal in motion. She cited the lack of notification and their lack of preparedness as examples of their lack of organizational skills.

APPLICANT'S REBUTTAL

SPEAKING: Susan Wagner, King Bell

Said she thought this area was a mixed neighborhood and therefore she felt this kind of use would not negatively impact the neighborhood. She pointed out that John McGuire is not a board member of King Bell.

CLOSING OF THE PUBLIC HEARING

Mr. Trotter said that both properties area currently non-conforming uses in that they both have substandard setbacks, building #2 in the side yard and building #1 in the rear yard. He asked Staff to remark on Section 8.05, Changes in Non-Conforming Use and how they feel it would apply to this property.

Mike Wheeler said that a structure may be continued. Mr. Trotter said that regardless what the use is, it is all related to structure-- that if the use is changed but the structure is not, it make no difference. Mike said that you are not considering a non-conforming use. Mike said in considering the use of the item before the Commission you must look at the Community Service Overlay, and the only thing 8.01 deals with is the concern for section .10 that speaks to the setback versus the height of the structure.

Mr. Trotter said a concern was what use is this. He said it meets some of the definition of a hotel and meets some of the definition of a boarding house. Unique distinction is that the shelter is providing a counseling service and referral service to assist the residents in improving themselves and is therefore a community service and would

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

7

fall under a Community Service Overlay. Ms. Wolter interjected that another difference is that the residents are not previously screened before they enter a hotel. Mr. Trotter said that since there are more than four dwelling units in each house, this facility could be defined as a type of multi-family dwelling housing.

Mr. Trotter indicated the Comp Plan talks about encouraging a wide range of housing types and densities in appropriate locations within neighborhood areas, and objective six says that the Planning Commission is to assist low and moderate income households in obtaining housing. Page 53, Neighboring Elements, this site is under Neighborhood 1, which consists of 9 objectives. One is Objective #1, "maintain single-family character designated single-family areas by encouraging maintenance and rehabilitation of older structures and improving qualities of new residential development." Every zone is represented in area 1 except some industrial zone. Mr. Trotter said his opinion is that single-family character is aimed at R-10 to R-5 which allows only for single family dwellings. Objectives 2 & 3 deals with multi-family housing. There are several issues to be considered: projects should not be randomly located throughout the neighborhood, have close proximity to major streets and public transportation, not cause through traffic in neighborhood, have adequate parking, and designed to be aesthetically pleasing and insure that the facility provides adequate open space and landscaping, etc.

Mr. Trotter indicated that the last issue was his main consideration. It is not a brand new building but a new use from single-family residential to multi-family. Mr. Trotter says because of this consideration, he feels the property is too small for the increase in density from single-family to multi-family designation and does not provide enough open space to create an aesthetically pleasing transition to the adjacent properties. Mr. Littlehales asked about addressing parking. Mr. Trotter suggested that this may be an issue, but is not the main issue for approving or denying the application. Greg asked Mr. Trotter how he would handle an outright multi-family use. Mr. Trotter indicated in the same manner. Mr. Trotter said economically it could not be utilized without putting in a high rise because the site is so small. Also the parking requirements would be increased to loading and unloading area plus parking for multi-family apartment conventional.

Mr. Littlehales said they are trying to assess the benefits provided by the use outweighing the possible adverse impacts of the use. He said the concept is good but not necessarily in that location. He said his concerns go back to the Comp Plan and preserving the identity of the neighborhoods and maximizing, etc. of neighborhoods.

Ms. Roholt indicated these two uses had not been residential for a long period of time. Mr. Owens said that property had been used for office space, rental as a single family dwelling, art center and instruction facility for high school, training school for mentally retarded. He indicated that the buildings had not been used as a residential space for several years. Property has been on market for three years to sell.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

⑧

Mr. Trotter indicated some benefits to the neighborhood but he feels the fact that there is not enough open space on this particular property that it would definitely negatively impact the surrounding property regardless of the type of individual in it.

The increase in the density by five families in two-story buildings and five or six in the single story building is a concern. Greg suggested to make Mr. Trotter's argument work, you would have to show that the transition was necessary to the multi-type use. Mr. Trotter indicated that there will be a variety of size in family unit in the project, families with two parents and children -- anything from 1 to several persons per family. Therefore, there will be several people per family, with several families per house on the single-family piece of property. To accommodate the increase in people per house and per yard, there should be more space as indicated by the ordinance, and this cannot be done because this property is already substandard. Greg asked if the supervision would limit the impact because those are not present with an apartment use. Ms. Wolter suggested that if private families purchased the property and had several children in each family, the impact could be as great as a single-family designation as would be created by this facility as a multi-family designation. Ms. Roholt confirmed this by citing families that had lived on the property at some time in the past.

Mr. Littlehales indicated that although there were different labels that could be applied to this property, none fit precisely. Mr. Trotter said zoning ordinance in the Community Service Overlay in the criteria for institutional facilities gives some guidelines as to what is an appropriate transitional area based on the size of the structure, 2/3 of the height, which is 16 feet. Using a transitional area between adjacent properties, the guidelines taken from the Comp Plan discusses that open space is required but no definition of how much is required. That is addressed in the Community Service Overlay. Greg says if you are going to use one standard, why not add the others such as parking. Mr. Trotter said that the use is not defined so specifically, so the Commissioners have some discretion on how parking can be addressed for this particular situation and set the parking requirements.

Mr. Trotter moved that the Planning Commission disapprove Community Service Overlay request 85-02 with the following finding: that it does not comply with objective three of Neighborhood One of the Neighborhood Element of the Comprehensive Plan and does not provide adequate open space to create a pleasing transition to adjacent properties and therefore is not an appropriate location for this use. Motion seconded by Mr. Littlehales. Voting in favor of denial of application: Littlehales, Trotter, Roholt, Knudson, Fitzgerald and Newstrand. Voting against denial: Wolter.

RECESS

3.2 WITHDRAWN

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

4.0 NONE

5.1 APPLICANT: Leonard & Wanita Fogel
OWNER: Leonard & Wanita Fogel
LOCATION: 9206 SE Regents Dr.
PORPOSAL: Request for variance of 3'7½" to sideyard setback requirement of 20 feet.

Mike presented the staff report. He indicated that applicant had presented staff with a written request to drop Condition No.1 for a Developer's Agreement from the Staff Recommendations. After some discussion regarding Developer's Agreement and its function, the Applicant withdrew his request and expressed his intention to conform to Staff's conditions.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

Ms. Roholt moved that the Planning Commission approve Variance Request VR-85-18 with the three conditions listed in the Staff Report. Seconded by Mr. Littlehales. Mr. Littlehales suggested amending Condition No. 1 by adding phrase "prior to the issuance of a Building Permit." Ms. Roholt agreed and changed Condition No. 1 to reflect the amendment.

THE MOTION PASSED UNANIMOUSLY.

5.2 APPLICANT: AAA Structures
OWNERS: Ray Allen and Mark Bazeghi
LOCATION: 10961 SE McLoughlin Blvd.
PROPOSAL: 180 day extension of Planning Commission Variance Approval

Mike indicated that Mr. Allen had requested a 180-day extension due to the delay in securing their building permit. Mike indicated that the construction had already been started. He said this is just a formality.

Mr. Knudson moved that the Planning Commission grant the 180-day extension. Mr. Newstrand seconded.

THE MOTION PASSED UNANIMOUSLY.

There followed a general discussion regarding consideration items vs. public hearing, developer's agreements and time-certain items vs. having people sit during long hearings.

Mr. Knudson moved that the Planning Commission adjourn the hearing of August 27, 1985. Seconded by Mr. Littlehales.

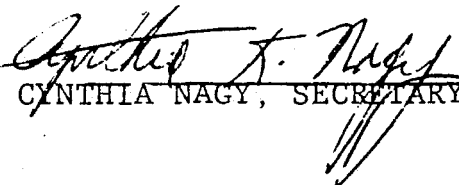
CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
AUGUST 27, 1985

⑩

THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 10:05 p.m.


JOHN LITTLEHALES, CHAIRMAN


CYNTHIA NAGY, SECRETARY

PLANNING COMMISSION MINUTES
REGULAR MEETING
SEPTEMBER 10, 1985

11

MEMBERS PRESENT

John Littlehales, Chairman
Don Trotter
Betty Roholt
Robert Knudson
Patricia Wolter

STAFF PRESENT

Topaz Faulkner, Director
Jane Heisler, Acting Asst. Planner
Mary Newell, Hearings Reporter

EXCUSED: Gregg Newstrand, Jr.

1.0 Mr. Littlehales called the meeting to order at 6:30 p.m.

2.0 PROCEDURAL QUESTIONS

None.

3.0 PUBLIC HEARINGS

3.1 APPLICANT: Steven A. Dahl
PROPERTY OWNER: Steven A. Dahl
LOCATION: 11885 SE 28th
PROPOSAL: Request for an 8-foot variance to the required
10-foot side yard setback in an R-7 zone.

Jane presented the Staff Report. She pointed out that applicant intended to maintain the existing garage after the new garage is constructed, and therefore, would have a total of two garages on his property.

QUESTIONS OF STAFF

Ms. Wolter inquired whether an architect's drawing of the proposed garage had been submitted. Jane said a site plan had been submitted, drawn by the applicant.

APPLICANT'S RESPONSE

SPEAKING: Steven Dahl, 11885 SE 28th, Milwaukie, OR

Mr. Dahl indicated he had some difficulty in filling out the application and wanted to elaborate on some of Staff's comments.

He said he does not feel his garage would visually impact the neighborhood's existing development. The single garage is totally consistent with the neighborhood which consists of old and new construction and many of the garages are set back away from the street. He said that, as a result, when parking your car against the garage you often disturb your neighbors. He indicated this was his situation with his neighbor to the north, and that he parked, essentially, right under his neighbor's bedroom window.

He is unable to utilize the existing garage because it is too small. It does not allow additional room for storage, car

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

⑫

repair, et cetera.

The garage is in a dilapidated condition. He has plans for major construction work on his house and the garage is to be included. He said the new garage would be attached with the same siding and have a flat roof. It would be just big enough to easily park the car without banging the door against the wall and allow for some additional useable space.

He said that he was open for suggestions regarding possible uses for the old garage.

His neighbor to the north does not object to the new garage and had, in fact, signed a statement and the plot plan expressing his approval to the proposal.

He reiterated disagreement with Staff's Report that his proposal is inconsistent with the surrounding area. He cited some examples of surrounding homes, garages, et cetera that were not built to Zoning Code specifications. The only neighbors who would see the new garage are the neighbors across the street and they have no objection to the new construction.

If this proposal is denied, he will have to reapply for another variance to remodel the existing garage in order to conform to the 3-foot setback requirement from the north property line. He stated that there are other alternatives, but he felt this plan was the most economical use of his property and would upgrade his property without adversely affecting his neighbors.

He asked how much of the report could be changed. Mr. Littlehales advised him that the Staff Report, the applicant's response, and testimony would be used to render their decision.

Applicant said there was no solar impact on the neighboring house. He indicated that the next-door neighbor felt the wall would afford him more privacy.

QUESTIONS OF APPLICANT

Mr. Knudson asked how high the neighbor's yard was above the existing 18-inch retaining wall. Applicant said from his ground level to the neighbor's ground level was eighteen to twenty inches.

Ms. Wolter asked applicant if a carport was considered as an alternative. Applicant said he considered a carport, but was asking for the garage because he expected the same problems with the proposal whether asking for a garage or carport. He indicated his first choice would be a garage, but he would consider a carport.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

13

At Ms. Wolter's request, applicant pointed out where the garage would be located on the site plan.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

APPLICANT'S REBUTTAL

None.

CLOSING OF PUBLIC HEARING

Mr. Littlehales asked about the statement of the neighbor from the north side of the property. Jane passed copies of the statement around to the Commissioners.

Ms. Roholt agreed with the applicant, saying that the neighborhood consisted of several different types of structures which were not in conformance with the zoning ordinance, and, therefore, visually, the proposal did not seem to have an adverse affect on the neighborhood.

Ms. Wolter agreed saying she had seen the area and felt that there was a large mixture of old and new buildings. She indicated that placement of the garage was not so much a consideration or problem as was the design of the structure and how the roof line would visually impact the surrounding neighborhood. She felt a drawing of the proposed garage and how it compliments the house would be helpful to the Commissioners and their deliberations.

Mr. Trotter asked Staff if they had given any consideration to the proposal as a carport instead of a garage. Jane said it had been discussed, but that the applicant decided to apply for the garage since it was really what he wanted. She said anything over 18 inches is considered a building so the carport would have had to be run through approximately the same criteria as a garage.

Mr. Trotter said he did not think a parapet would be required for a carport since there would not be a solid wall. He said a carport would give a different feel to the structure. It would allow the applicant the use of the existing garage.

Mr. Trotter said that they are to consider variances by what is listed in the Zoning Ordinance. He indicated that a unique

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

(14)

situation must be present to justify the approval of the variance. He indicated that there are several alternatives other than putting a garage at the end of the house. He felt that basically the Staff Report is correct and the findings have addressed the variance criteria. He indicated that he could not vote for this proposal based on the variance criteria.

Mr. Littlehales moved that Planning Commission deny the request for variance, VR-85-20, with the four findings as stated by Staff. Motion was seconded by Ms. Roholt. MOTION PASSED UNANIMOUSLY.

- 3.2 APPLICANT: Pendleton Woolen Mills
PROPERTY OWNER: Daisy Hudson
LOCATION: 17th and Ochoco
PROPOSAL: Request for variance to the off-street parking and loading general provisions for (a) paved surfaces (b) landscaping, (g) parking space dimensions, and (l) clearly marked spaces. (VR-85-21).

Topaz presented the Staff Report. She said that Condition No. 1 should read, ". . . not more than 20 cars use the site. . . ." Condition No. 4, "No parking areas, as shown on the alternative site plan, shall be defined with barriers such as logs to prevent their use.", and Condition No. 5, "Parking spaces shall be indicated by painting the limits of these spaces on the logs and on the building wall adjacent to the site."

QUESTIONS OF STAFF

Mr. Knudson asked whether the company that owns the building would object to painting the spaces on the building wall.

CORRESPONDENCE

Topaz indicated there had been no letters received, other than exhibit 7, the letter from Western States Electric. She stated that there had been several telephone calls from neighbors within the area surrounding the subject property indicating their support for the application. They felt the parking lot would relieve some of the parking congestion currently existing on their residential streets.

APPLICANT'S RESPONSE

Mr. Littlehales asked applicant if he had seen the letter from Western States. Applicant had not. Topaz presented him with a copy of the letter.

SPEAKING: Robert Bishop, Pendleton Woolen Mills, 8816 SE 17th

Mr. Bishop said Pendleton Woolen Mills currently has 60 off-street parking spaces designated for their approximately 180

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

15

employees. Some employees ride the bus and some carpool. They had anticipated more parking spaces than the twenty recommended by Staff, and the twenty would only accommodate approximately 11 percent of their work force.

Most of the traffic would happen around 7:00 a.m. and 3:30 p.m., starting and quitting time. He said there was a traffic problem on 17th and that many of their employees have to park across the street. One employee has been struck and injured. The parking lot would minimize the exposure of his employees to the traffic at the peak traffic hours. They have applied to the City of Portland, with no success, for a crosswalk at this intersection.

QUESTIONS OF APPLICANT

Mr. Trotter asked applicant if he had any additional comments or objections to the added conditions suggested by Staff.

Mr. Bishop stated that Condition No. 1 was amplified by the Staff Recommendation for 20 spaces; Condition No. 2, is mutually agreeable between Pendleton and the owner of the property; Condition No. 4, "no parking" areas can be adequately designated with logs or railroad ties. He indicated that the owner of the building would object to having the spaces painted on the building and suggested continuing the landscaping ties. He suggested this would better designate the parking area and protect the building as well.

Mr. Knudson asked what percentage of people using the parking lot would exit on Ochoco and go east. Applicant indicated that they all would to avoid the congestion at the intersection.

TESTIMONY IN FAVOR

SPEAKING: Dixie Sexton, 8525 SE Orchard Lane, Sp. 8, Portland, OR 97266, Employee of Pendleton Woolen Mills.

She agreed that people using the parking lot would use Ochoco rather than attempt a left turn onto 17th. She suggested alternative routes would be Ochoco, or cutting through on Milport and using the light to make a left or right turn.

She said this proposal was not a total answer to the parking problem but would certainly help.

SPEAKING: Neighborhood Resident, Toni Lopez, 1666 SE Linn.

Expressed favor with the proposal. It would help alleviate some of the parking congestion in her neighborhood. She voiced concern for the safety of her small children with the existing

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

(16)

parking conditions and excess traffic on her residential streets caused by Pendleton employees.

SPEAKING: Employee of Pendleton, Catherine Byers, 1818 SE Lexington

Expressed favor with the proposal. She said that employees parking on the narrow streets caused traffic hazards or unsafe driving conditions.

SPEAKING: Pendleton Employee, Connie Larson, 2906 SE 115th, Portland

Indicated she had to cross 17th in the morning because she parks across the street from the office. She said it was dangerous to cross the street due to the heavy flow of traffic and, in fact, she had been struck by a car in December.

QUESTIONS OR COMMENTS

None.

TESTIMONY IN OPPOSITION

None.

APPLICANT'S REBUTTAL

None.

CLOSING OF PUBLIC HEARING

Ms. Wolter asked Mr. Bishop whether Pendleton awarded company incentives for carpooling. Mr. Bishop indicated that they made bus and carpooling information available to employees but that the company offered no compensation.

Mr. Littlehales said the difference between Exhibits 3a, provided by the applicant and 3b, provided by the Staff, is that 3b complies with the parking requirements. Topaz concurred. Mr. Littlehales expressed approval with the proposal but voiced concern over the lack of landscaping. He said the site is much improved over last year, but asked applicant if they had considered any landscaping since it is one entrance to Milwaukie. Applicant said they had not intended to landscape since this was not a retail outlet and the risk of overgrowth of the landscaping which would impede the traffic. Mr. Littlehales said he did not mean extensive landscaping at great expense because he realized this was only a temporary situation. He brought up weed control. Mr. Bishop indicated this could be taken care of with Round-up.

Ms. Roholt expressed agreement with the need for landscaping at the entrance of the City. She noted that it need not be expensive and could even be planters.

CITY OF MILWAUKIE PLANNING DIVISION
PLANNING COMMISSION MINUTES
SEPTEMBER 10, 1985

(18)

Mr. Trotter asked Staff for a status report on King Bell and Victory House. Topaz responded that King Bell had appealed, but Victory House had not.

Topaz noted that Staff has begun showing the 90-day date on the Staff Reports, in conjunction with their effort to watch the 120-day "clock".

6.1 PLANNING COMMISSION MINUTES, August 13, 1985

Mr. Knudson moved to approve the minutes of August 13th, 1985, as amended. Motion seconded by Mr. Littlehales. MOTION PASSED UNANIMOUSLY.

General discussion on video taping of Planning Commission hearings, the necessity for an in-house computer for the Planning Staff, and the process currently being worked out between the Planning Staff and the Fire Department for filing complaints and logging it on the Fire Department computer.

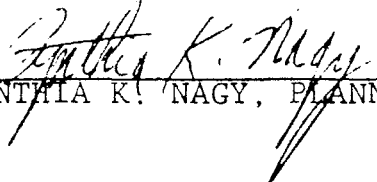
Topaz indicated she would check on the school dug outs and the American Legion landscaping and report back to the Commissioners.

Ms. Wolter asked Staff if they knew the status of the length of her appointment and Newstrand's appointment. Topaz said she would report back with the information.

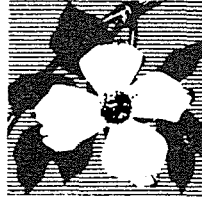
Mr. Littlehales moved to adjourn the hearing. Motion was seconded by Trotter. MOTION PASSES UNANIMOUSLY.

Meeting was adjourned at 8:30 p.m.


JOHN LITTLEHALES, CHAIRMAN


CYNTHIA K. NAGY, PLANNING SECRETARY

CITY OF MILWAUKIE



C

MILWAUKIE SENIOR CENTER
ADVISORY BOARD
MINUTES

①

August 16, 1985

Members Present:

Cathryn Boyles
Doris Burton
Helen Kappler
Art Renner
Paul Schafer
Bill VanBuren
Janet Witter

Members Excused:

Alan Brunk
Sharon McCartney

Staff:

Sara Hite

Guest: Doyle Pearson

Meeting was called to order by Paul Schafer, Chairman, at 10:00 am.

Minutes of last meeting read and approved.

Doyle Pearson, of the Pool Committee, presented a proposal to move the pool tables closer together to make room for a snooker table. The new table would cost about \$1800, but the committee would look for a sale. Paul proposed that the Pool Committee present a written proposal to the Building Review Committee, with a scale drawing of the room, and also have a sign-up sheet for those who want to assist with the project and its funding. Discussion followed, ending in agreement to the proposed process.*

Helen reported for the Building Review Committee that the Milwaukie Lions Club is contributing their labor for the current painting of the Center. Paint costs about \$400. Sara added that the soffits need repair and permanent repairs are now in progress, at a cost of about \$2180.

No report on the proposed CAB/SCAC merger was available.

No report of response from the City to our recommendation that equipment be exchanged to reduce L&F utility reimbursement to the City for FY 85-86. Paul will call City Manager and report at next CAB meeting.

Sara announced that Bee Hall has been appointed to the Senior Commission.

Discussion of the Center Beer Use Policy (against use of beer) was necessary because an exception has now been made and beer allowed at a reception. It was decided to postpone further discussion of change in policy until next meeting. The problem of clean-up after rental was also discussed, since at times the schedule is so full that it does not leave much time between events.

Art Renner suggested that a movie club could be formed for showing films on VCR at the Center, perhaps with dues that would cover rental.

Sara reported that we will have a Vista volunteer working on Outreach from the Center to the east part of the county where there are seniors without present services.

Meeting adjourned at 12:00.

Respectfully submitted,

Janet Witter, Secretary

*During Pool Room discussion, a draft of proposed house rules for the Pool Players was read.

CAB/SCAC JOINT MEETING
SEPTEMBER 20, 1985
MINUTES

MEMBERS PRESENT:

Center Advisory Board

Doris Burton
Helen Kappler
Art Renner
Paul Schafer
Bill VanBuren
Janet Witter
Sharon McCartney
Alan Brunk

Senior Commission

Bee Hall
Joe Keller
Doris Olsen
Lillie Moore
John Vannice
Paul Warden

MEMBERS EXCUSED:

Cathryn Boyles
Alice Measure
Gloria Siegrist
Louise Trimpler

STAFF:

Sara Hite

CITY:

Sandra Miller
Hugh Brown

Meeting called to order by Paul Schäfer, Advisory Board Chairman, at 10:00 am.
Minutes of the last Advisory Board meeting were approved as read.

Paul drew attention to the memo from Hugh Brown, City Manager, designating Sandra Miller, Assistant to the City Manager, as having temporary responsibility for the division of Community Services that involves the Center. She was introduced and presented the draft of an ordinance which will combine the Board and Commission. She wants to present the final draft to City Council October 1, and asked for discussion of several points:

1. The name of the combined group. We prefer Center/Community Advisory Board as including areas of concern of each former group.
2. Term of office. After discussion we recommended renumbering the combined alphabetical list of present members with 1-2-3 in sequence, to assign term and expiration date for each position. In effect, new terms will replace former terms.
3. We recommended a change in the statement of purpose in the new draft, Section 1, to clarify the community and outreach purposes of the group as not being solely concerned with the Center facility or programs.

Helen reported for the Building Review Committee that the painting of the building has been completed.

Item V of the Agenda: Sara reported that beer has been served at the Center, and no problems have arisen. Beer is less expensive for hosts and has been requested often. She recommends that the pool room be off limits for any receptions, and that service be limited to the tiled area. After discussion, Janet moved, and Sharon seconded, that we recommend to City Council that a change be made in stated policy to allow beer at the Center. Motion passed.

Items VI and VII of the Agenda : discussion and decisions postponed.

Hugh Brown, City Manager, spoke about the combining of our two groups, and thanked us for our work. He thanked Doris Olsen warmly for her work for the Center and City and expressed regret that she is moving to California soon. City Council will be working on general future plans and goals for the City, involving full attention of City Planner, Topaz Faulkner, at this time. Art Renner asked about the newly appointed City Volunteer Coordinator, Isabel Engle, and suggested she work closely with this Center in building a skills bank and locating volunteers and niches of need for such help. Sharon added that Northwest Area Health Systems will try to coordinate volunteers, also, because there seem to be gaps in programs.

Hugh Brown also reported that the City is considering an equivalent value exchange (with legal and financial advice) between the City and L&F.

It was voted to meet on the 2nd Friday of next month at 10:00am.

Meeting adjourned at 11:55.

Janet Witter, Secretary of the Center Advisory Board.