



CITY OF OREGON CITY PLANNING COMMISSION AGENDA

Commission Chambers, 625 Center Street, Oregon City
Monday, August 24, 2020 at 7:00 PM

This meeting will be held online via Zoom; please contact planning@orc.org for the meeting link.

CALL TO ORDER

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The Citizen Involvement Committee does not generally engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the Citizen Involvement Committee.

PUBLIC HEARING

1. Continuance of GLUA-20-00020: CU-20-00002 / SP-20-00043 - 182 Warner Parrott Road - Proposed 30-Bed Residential / Memory Care Facility to October 26, 2020

WORK SESSION

2. OC 2040: Community Conversation with the Planning Commission

EnterTextHere

[Approval](#) of 2019 Planning Commission Minutes

COMMUNICATIONS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the Planning Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Staff Member prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503 657 0891

Agenda Posted at City Hall, Pioneer Community Center, Library, City Web site.

Video Streaming & Broadcasts: The meeting is streamed live on Internet on the Oregon City's Web site at www.orcity.org and available on demand following the meeting. The meeting can be viewed live on Willamette Falls Television on channel 28 for Oregon City area residents. The meetings are also rebroadcast on WFMC. Please contact WFMC at 503 650 0275 for a programming schedule



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: City Commission
From: Senior Planner Pete Walter

Agenda Date: 08/24/2020

SUBJECT:

Continuance of GLUA-20-00020: CU-20-00002 / SP-20-00043 - 182 Warner Parrott Road - Proposed 30-Bed Residential / Memory Care Facility to October 26, 2020

STAFF RECOMMENDATION:

Continue the public hearing for GLUA-20-00020 to October 26, 2020

EXECUTIVE SUMMARY:

Staff has recommended that the applicant request a continuance of the public hearing until October 26, 2020, to accommodate review of a redesigned proposal that responds to the public comment received to date. No presentation is anticipated for this meeting. The public may testify at the hearing, but is encouraged to provide input in writing or at the October 26, 2020 hearing when the applicant's proposal and staff recommendation will be presented.

BACKGROUND:

This application consists of Conditional Use and Site Plan and Design Review approval for a 25-bed expansion of an existing 5-room adult care home into a 30-bed, 17,728 square foot residential care facility for elderly and memory care. The property is zoned R-10 Low-Density Residential, and the site is 23,886 square feet in area (0.5 acres).

Staff has received several public comments from adjacent neighbors with concerns about the compatibility of the proposed building mass and height with the existing single-family neighborhood and character, impacts to parking, safe access to the street, general livability, setbacks, privacy, impacts to property values, traffic and road safety concerns, demolition and construction noise issues, tree and vegetation removal, and loss of visibility and light.

Staff has recommended that the applicant request a continuance of the public hearing until October 26, 2020, to accommodate review of a redesigned proposal that responds

to the public comment received to date. The applicant will come back to the Planning Commission with a modified design, and staff can coordinate and work with the applicant to move forward with a recommendation of approval.

Staff also respectfully asks that the applicant grant the city a 60-day extension of the 120-day decision deadline from 11/5/2020 until 1/4/2021 to accommodate the extra review time needed and potential for any appeals that might be filed following the Planning Commission's decision.

OPTIONS:

1. Continue public hearing for GLUA-20-00020 to a date certain of October 26, 2020
2. Take testimony from any member of the public present who wishes to testify, then continue the public hearing for GLUA-20-00020 to a date certain of October 26, 2020

BUDGET IMPACT:

Amount:

FY(s): **N/A**

Funding Source(s):

Pete Walter

From: Petronella Donovan <petra@donovaninvestments.com>
Sent: Monday, August 17, 2020 3:52 PM
To: Pete Walter
Cc: Edward Radulescu
Subject: 120 day extension request

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Pete,

Can we get a 60-day extension of the 120-day decision deadline from 11/5/2020 until 1/4/2021 to accommodate the extra review time needed following the Planning Commission's decision. Thank you.

Sincerely,

Petronella & Daniel Donovan

This email message, including any attachments, is for sole use of the intended recipient and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and delete the original and all copies of this email.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: City Commission
From: Senior Planner Pete Walter

Agenda Date: 08/24/2020

SUBJECT:

OC 2040: Community Conversation with the Planning Commission

STAFF RECOMMENDATION:

Participation in the community conversation.

EXECUTIVE SUMMARY:

Staff will be facilitating a Community Conversation with the members of the Planning Commission to help guide land use decisions over the next 20 years.

BACKGROUND:

The City of Oregon City launched OC2040, a citywide effort to update the Oregon City Comprehensive Plan that will guide land use decisions over the next 20 years. The first step in the process is to create a community vision that reflects what community members love and want to preserve about Oregon City, and what they would like to see change by 2040. The Comprehensive Plan will consist of broad goals and policies to implement the vision and guide future growth and development.

Community Conversation Kits allow anyone to facilitate a discussion with groups, committees, clubs and other organizations. These can be done virtually, or in small, physically distanced groups. The purpose of these Community Conversations is to engage with a broad cross-section of Oregon City residents, business owners and partners around a Community Vision. Staff will facilitate this Community Conversation with the members of the Planning Commission.

These Community Conversations are anticipated through the summer into October of 2020. The creation and adoption of the Community Vision will occur in late Fall-early Winter, which will inform the development of policy recommendations in the update to the Comprehensive Plan next year.

More information may be found at www.oc2040.com.

OPTIONS:

1. Participate in the Community Conversation
2. Do Not Participate in the Community Conversation

BUDGET IMPACT:

Amount: N/A

FY(s): N/A

Funding Source(s): N/A



Oregon City Comprehensive Plan Update

COMMUNITY CONVERSATIONS KIT

July 20, 2020

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PREPARATION CHECKLIST

Before the Event	(√)
Be familiar with all the items in this guide. Contact Pete Walter (503) 496-1568) or via email pwalter@orccity.org	
For In-Person Community Conversations: <i>If you are able, print clean copies of materials, including:</i> <ul style="list-style-type: none"> • Sign-in sheet • Discussion Questions (enough to share with participants) • Notes page(s) for small groups • This Community Conversations Kit as your quick reference guide 	
For Virtual or Phone-In Community Conversations Have the following materials handy (paper copies or on a computer) for notetaking: <ul style="list-style-type: none"> • Sign-in sheet • Discussion Questions • Notes page(s) • This Community Conversations Kit as your quick reference guide 	
Ask yourself the following questions: <ul style="list-style-type: none"> • Have you confirmed the meeting location or video conference information? • If this Community Conversation in part of another meeting, have you confirmed a place on the agenda? How long do you have? • Do you have enough materials to share with expected participants? 	
After Event	(√)
Within one week, please email or scan the sign in sheet and your notes directly to Pete (pwalter@orccity.org) Or Enter into the online survey form . For the online survey form; <ul style="list-style-type: none"> • Skip the demographic questions that don't apply. • For the last question, enter your name and the name of your group into the Name prompt. • Enter your email address into the Email prompt. • Please send additional email addresses for the project mailing list to Pete Walter. 	

PRESENTER'S GUIDE (Up to 60 Minutes)

Please review this guide prior to leading your discussion. If you have between 15 – 60 minutes for the presentation, please adjust the timing below accordingly leaving more a majority of the time for discussion. Prompts and explanatory text are included in bullets below.

Presentation

0 – 15 minutes: Introduction and Overview

- *Distribute sign-in sheet. Invite participants to sign up for the project email list.*
- For Virtual or Phone Community Conversations, identify the name and email address of participants expected prior to the meeting. At the beginning of the meeting, have everyone confirm their name and email addresses, and whether they would like to be signed up for the project email list. (or follow up via email or in a video-conferencing chatroom).
- Share the discussion questions in advance, and/or share your screen with the discussion questions. *Distribute copies of the discussion questions so people can follow along.*
- Introduce yourself and your role in the project.
- Provide a brief contextual overview of the 2040 Oregon City Comprehensive Plan Update and your role. A sample is provided below:

“The City of Oregon City is launching OC2040, a citywide effort to update the Oregon City Comprehensive Plan that will guide land use decisions over the next 20 years. The first step in the process is to create a community vision that reflects what community members love and want to preserve about Oregon City, and what they would like to see change by 2040. The Comprehensive Plan will consist of broad goals and policies to implement the vision and guide future growth and development.

The purpose of these Community Conversations is to engage with a broad cross-section of Oregon City residents, business owners and partners around a Community Vision. These Community Conversations are anticipated through the summer into October of 2020. The creation and adoption of the Community Vision will occur in late Fall-early Winter, which will inform the development of policy recommendations in the update to the Comprehensive Plan next year. Thank you for talking with us!”

15 – 45 minutes: Listening and Discussion.

- Lead the group discussion around the questions in this kit.
- Have participants affirm your understanding of the discussion by repeating back any major themes or ideas.
- *For frequently mentioned themes, ideas or topics, place a check mark for each mention in your notes.*
- Ask for additional questions and comments.

45 – 60 minutes: Report Back and Next Steps.

- Thank participants for the discussion.
- Point participants to the project web site (www.OC2040.com) for access to materials and updates on meetings, events and surveys.
- Invite members to the next community event or survey.

After the meeting

Within a week: Scan or email the discussion notes and sign-in sheet to Pete.

DISCUSSION LEADER TIPS

General Principles

As the presenter and discussion leader, your role is to help create an open and shared environment so that all participants have the opportunity for discussion. Please follow the agenda closely as you have only limited time. “Prompts” are shown in the italicized print below. It is OK if people disagree! There is no need for consensus or agreement.

General Guidelines

- Stick to the agenda and move the conversation forward.
- If a point is made that is off-topic, write it down, then guide the discussion back to the question at hand.
- Encourage everyone to participate but do not allow anyone to dominate.
- Keep the discussion moving by summarizing and synthesizing.
- Resist the temptation to voice your own opinions or to be the “expert” on the subject.
- Start and end each meeting on time.
- Have fun!

Specific Guidelines

- Emphasize that there are no “right” or “wrong” answers. Everyone’s opinion is valid.
- Give credence to differences, but do not dwell on them. *It’s important that we have an open discussion. There are no right or wrong answers.*
- Do not hesitate to say you do not know the answers to a specific question. Make note of the question and ask the individual to see you later.
- Follow the meeting flow. *That’s a good question/idea/issue, I’ll write it down to make sure we don’t forget that point.*
- Move the group along politely but firmly. *I see we have only a few minutes left and we have more discussion questions to cover or Thank you for your suggestion.*
- Make sure each participant has a chance to speak. *Who else has something to add?*
- Summarize the discussion as you go along, validating it with participants. *Have I captured all key points?*
- Five minutes before the discussion ends, summarize the discussion. Ask participants for any final thoughts. *Is there anything we have missed?*

Thank everyone for participating!

COMMUNITY VISIONING QUESTIONS

Oregon was one of the first places in the United States to pioneer the use of community-based visioning. In a state recognized for innovative local planning and growth management policies, visioning is an important precursor to local planning and a tool to help communities better manage complex change. A comprehensive approach to visioning can be framed by the following **bolded** question themes (and the many ways to ask them!). Based on your audience, choose one from each question theme.

Why did you choose live/work in Oregon City?

What makes Oregon City special today? What should we strive to preserve or enhance?

- What are some of Oregon City's most cherished attributes?
- Where do you spend time in Oregon City? Specific parks, stores, restaurants, etc.
- What is going well in Oregon City?
- What about Oregon City makes you proud?

What about Oregon City would you like to change in the future? What can improve?

- As the community develops a 2040 Vision and Comprehensive Plan update, what is on the horizon that we should be sure to consider?
- What, if anything, causes you concern about the future of Oregon City?
- How has Oregon City changed over the last 5 years? 10 years? 20 years?
- What changes have you seen in Oregon City that you like? What changes don't you like?
- Describe your ideal Oregon City in 2040. What has changed?
- Looking into the future, what do you want to see in the Oregon City of 2040?

Is there anything else you want to share about the future of Oregon City?

- What are some of the steps towards making your vision a reality?
- What do we need to work on and overcome to achieve your vision?
- What should the Vision process address for the Comprehensive Plan Update?

In what ways would you like to participate in the OC2040 process?

- Attend public meetings
- Comment on the vision website
- Follow on the City's Facebook page or other social media
- Complete online questionnaires
- Through my neighborhood association
- Through my school, place of worship or other group
- Read the Oregon City news and/or Trail news
- Stay informed by email
- Other

What people, groups or communities should we contact to make this an inclusive process?

DISCUSSION NOTES

(Use a ✓ = Frequently mentioned)

INTRODUCTIONS

Why did you choose live/work in Oregon City?

What makes Oregon City special today? What should we strive to preserve or enhance?

What about Oregon City would you like to change in the future? What can improve?

Is there anything else you want to share about the future of Oregon City?

In what ways would you like to participate in the OC2040 process?

What people, groups or communities should we contact to make this an inclusive process?

✓ = Frequently mentioned

SIGN-IN SHEET

Organization: _____

Date: _____ Discussion leader(s): _____

NAME	E-MAIL ADDRESS	ADD ME TO THE MAILING LIST (✓)



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: City Commission
From: Senior Planner Pete Walter

Agenda Date: 08/24/2020

SUBJECT:

Approval of 2019 Planning Commission Minutes

STAFF RECOMMENDATION:

Review and approve 2019 Planning Commission meeting minutes.

EXECUTIVE SUMMARY:

There is a backlog of Planning Commission minutes for 2019. Please review the attached minutes before the meeting. Please note any mistakes or misspellings.

BACKGROUND:

The following Planning Commission draft meeting minutes are attached:

- 6.24.2019
- 7.22.2019
- 8.12.2019
- 8.26.2019
- 9.23.2019
- 10.14.2019
- 10.28.2019
- 11.18.2019
- 11.25.2019
- 12.16.2019



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, December 16, 2019

7:00 PM

Commission Chambers

Special Meeting

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 5 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell and Dirk Schlagenhauser

Absent: 1 - Greg Stoll

Staffers: 5 - Laura Terway, Carrie Richter, Kelly Reid, Dilia Vassileva and Josh Wheeler

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a. Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment

Chair Mitchell reopened the public hearing and asked if there were any ex parte contacts or site visits since the last hearing on this matter.

Commissioners Geil and Gage drove around the area and Chair Mitchell visited the site a couple of times.

Diliana Vassileva, Planner, presented the staff report. This was a site plan and design review and a parking adjustment request for Milner Veterinary Clinic. She reviewed the proposed project, the City's maximum parking requirements, approval criteria, results of the client and staff parking study, applicant's testimony, Planning Commission's interpretation of available on-street parking, and applicant's on-street parking analysis. Staff thought all the criteria were met and recommended approval with conditions. She explained the correction to the staff report on Page 70.

There was discussion regarding Condition #23.

There was no public testimony.

Chair Mitchell closed the public hearing.

A motion was made by Commissioner Geil, seconded by Commissioner Schlagenhauser, to approve Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment with conditions. The motion carried by the following vote:

Aye: 5 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell and Dirk Schlagenhauser

Chair Mitchell discussed what the code stated about parking adjustments.

3b.

GLUA-19-00025: General Land Use Application, CU 19-02: Conditional Use, MAS-19-00003: Master Plan, and MAS-19-00006 Detailed Development Plan for a new Gardiner Middle School building and facilities at 180 Ethel Street

Chair Mitchell opened the public hearing and read the hearing statement. He asked if any Commissioner had ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

Commissioner Schlagenhauser visited the site, Commissioner Gage drove by the site many times, and Chair Mitchell made two site visits.

Kelly Reid, Planner, presented the staff report. This was a request for approval of a general land use application, conditional use, and detailed development plan for the new Gardiner Middle School. She summarized the site plan, phases of the project, building elevations, fencing proposed, conditional use criteria for a school expansion in a residential zone, sidewalk in-fill, existing street conditions, TSP projects, Linn, Leland, and Meyers Corridor Plan, Multi-Modal Connectivity Plan, Williams Street extension with a 10 foot shared use path, public path proposal, and master plan adjustments and criteria. Staff recommended approval with conditions.

There was discussion regarding the master plan adjustments, preservation of trees and tree mitigation plan, and designing something big enough for future use.

Wes Rogers, Oregon City School District, and Dave Johnson, architect, were representing the applicant. They discussed the School District's bond projects, which this was one. They gave the history of the site, public engagement process, student focused design, demo of the old school, construction of the new school, vehicular access, spaces, places, and paths, neighborhood improvements, and tree removal and replacement. They supported the staff report and recommendation for approval.

Andrew Tall, 3J Construction, reviewed the landscape plan and the trees that would be removed and preserved.

There was discussion regarding the tree removal, safety, funding for the road improvements, reasons for replacing Gardiner School, parking, school capacity, fire truck turnarounds, covered areas, and community use of the facilities.

Christina Skallenger Langford, resident of Oregon City, was in support of this project. The school was old and there had been a lot of growth and progress in the City. It would benefit students and the community.

Joe Wheeler, resident of Oregon City, was representing First Presbyterian Church. He discussed how they planned to allow a temporary construction access across their back lot. The School District had met their concerns and requirements for use of the lot. He was in support of the project, as it was an old school and falling apart. They were willing to go along with the proposed extension of Williams Street.

William Gifford, resident of Oregon City, had served on the School Bond Committee and Bond Oversight Committee. He was impressed with the community outreach and the planning for this project. They had gone beyond the requirements for the trees, they were good neighbors, and it would improve the security and safety of students.

The Commission also received a copy of a written public comment that had been received today from Karin Morey, resident of Oregon City.

The applicant answered questions about parking, sidewalk improvements, and enhanced crosswalks.

Josh Wheeler, Assistant City Engineer, clarified the School District would only provide the enhanced crosswalk at Williams and Linn and confirmed that the roundabout at Warner Milne and Linn would be safe for pedestrians.

Commissioner Geil read a portion of Ms. Morey's letter regarding concerns about traffic flow and reduction of the bus turnaround width. Ms. Reid explained the condition that required the applicant to demonstrate how much space was needed for the bus turnaround and would reduce the width accordingly.

There was further discussion regarding the improvements the School District would make on Williams Street, how there was no need for right-of-way dedication for the improvements, reasons for only putting the sidewalk on the south side of Williams Street and tying into the roundabout, use of the school field and affect on neighbors, and the proposed chain link fence.

Chair Mitchell closed the public hearing.

A motion was made by Commissioner Johnson, seconded by Commissioner Gage, to approve GLUA-19-00025: General Land Use Application, CU 19-02: Conditional Use, MAS-19-00003: Master Plan, and MAS-19-00006 Detailed Development Plan for a new Gardiner Middle School building and facilities at 180 Ethel Street with conditions. The motion carried by the following vote:

Aye: 5 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell and Dirk Schlagenhauser

4. Communications

There were no communications.

5. Adjournment

Chair Mitchell adjourned the meeting at 9:20 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, October 14, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

Staffers: 3 - Laura Terway, Carrie Richter and Christina Robertson-Gardiner

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a Request for Continuance: Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment

Chair Mitchell opened the public hearing.

A motion was made by Commissioner Gage, seconded by Commissioner Geil, to continue Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment to October 28, 2019. The motion carried by the following vote:

Aye: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3b Planning Files: GLUA 19-00002: LEG 19-00001 & LEG 19-00005: Updates to the Oregon City Stormwater and Grading Design Standards and Stormwater Master Plan.

Chair Mitchell opened the public hearing.

Christina Robertson-Gardiner, Senior Planner, discussed the project scope and approval criteria.

Alissa Maxwell, Brown and Caldwell, gave an update on the Stormwater Master Plan including the stormwater system, planning context, recommendations, proposed capital projects, cost estimates, future planning areas, and design standards clarification.

There was discussion regarding the capital projects, peak flow vs. flow duration, flow control, infrastructure funding, and development of the plan.

Chair Mitchell closed the public hearing.

A motion was made by Commissioner Geil, seconded by Commissioner Johnson, to recommend approval of Planning Files: GLUA 19-00002: LEG 19-00001 & LEG 19-00005: updates to the Oregon City Stormwater and Grading Design Standards and Stormwater Master Plan to the City Commission. The motion carried by the following vote:

Aye: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3c.

Planning Files: LEG 19-00003 - Beavercreek Road Concept Plan- Code and Zoning Amendments- (Parks, Enhanced Home Occupation/Cottage Industry, Concept Plan Renaming)

Chair Mitchell opened the public hearing.

Ms. Robertson-Gardiner discussed new topics regarding the Beavercreek Road Concept Plan zoning and code amendments. These included parks acquisition code, linear park elements, conservation area elements, trail corridor, and expanded home occupation/cottage industry.

There was discussion regarding acquisition of park land and fee in lieu, allowing retail sales as a home occupancy with restrictions, no support for outdoor storage associated with a business, allowing parking of limited size commercial vehicles in residential areas, no support for work performed outdoors, allowing up to three outside employees working at the residence with an hours limitation, and allowing the use of a majority of a residence for a business up to 50%.

Elizabeth Graser-Lindsey, resident of Oregon City, discussed the problems with the restrictions in the current code in regard to home occupancies. She supported the code changes and flexibility that would allow more home businesses. She gave examples of businesses that would benefit from these changes. She was also in favor of the suggested renaming of the plan to the Thimble Creek Concept Plan.

Ms. Robertson-Gardiner explained the concept plan renaming options. Staff was recommending Thimble Creek.

There was consensus to move forward with renaming it the Thimble Creek Concept Plan.

Ms. Robertson-Gardiner then reviewed the next steps in the process.

3d.

Development Code Amendments Including Equitable Housing: General Amendments for Clarification, Correction of Errors, or Improvements

Chair Mitchell opened the public hearing.

Laura Terway, Community Development Director, gave a background on the code amendments. There were clarifications and additions to the requirements for 3-4 plexes, cluster housing, fences, hedges, walls, and retaining walls, marijuana

businesses, and outdoor lighting.

There were no changes suggested to these amendments.

4. Approval of the Minutes

4a. Approval of Planning Commission Minutes for 2.25.2019 and 4.08.2019

A motion was made by Commissioner Geil, seconded by Commissioner Stoll, to approve the Planning Commission minutes for February 25, 2019 and April 8, 2019. The motion carried by the following vote:

Aye: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

5. Communications

Ms. Terway discussed the items on the next agenda and upcoming hearings schedule.

6. Adjournment

Chair Mitchell adjourned the meeting at 9:32 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, September 23, 2019

7:00 PM

Commission Chambers

1. Call to Order

Vice Chair Gage called the meeting to order at 7:00 PM.

Present: 4 - Tom Geil, Vern Johnson, Patti Gage and Greg Stoll

Absent: 2 - Mike Mitchell and Dirk Schlagenhauser

Staffers: 2 - Laura Terway and Christina Robertson-Gardiner

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearings

3a. Development Code Amendments Including Equitable Housing (Planning File LEG 18-00001): Amendments to the Recently Adopted Code for Clarifications, Corrections of Errors, or Improvements

Vice Chair Gage opened the public hearing.

Laura Terway, Community Development Director, stated these were draft code amendments that would clean up the recently adopted code. They included allowing the City Engineer approval of modifications to standards for tree preservation purposes, clarifying single family and duplex residential design standards did not apply to manufactured homes within established parks but did apply on individual lots, clarifying manufactured home park design standards, clarifying the Neighborhood Commercial District permitted and prohibited uses, clarifying the Mixed Use Downtown District permitted uses, clarifying the Willamette River Greenway Overlay District exceptions, clarifying off street parking and loading requirements, and site plan and design review for mechanical equipment. She then explained the next steps and schedule.

There was discussion regarding modifying the standards for tree preservation.

3b. LEG 19-00003 - Beavercreek Road Concept Plan- Code and Zoning Amendments- (Geologic Hazards, Upland Habitat, Master Planning)

Vice Chair Gage opened the public hearing.

Christina Robertson-Gardiner, Senior Planner, gave a background on the Beavercreek Road Concept Plan zoning and code amendments.

Josh Wheeler, Assistant City Engineer, provided a presentation on the Geologic Hazards Overlay District in the Beavercreek concept area. He explained when a detailed analysis was required, exemptions from the Geologic Hazard Code, Geologic Hazard Code standards, and new geologic hazard state standards.

There was discussion regarding the safety of future development on slopes greater than 25% and areas that were prone to landslides.

Ms. Robertson-Gardiner discussed the current upland habitat regulations under the Natural Resource Overlay District. Staff did not recommend any revisions to these regulations. She also discussed the master planning requirement for clear and objective standards for housing. Staff recommended amending the Beavercreek Road Concept Plan text to no longer require implementation through the master plan process.

There was consensus to move forward with staff's recommendations.

Christine Kosinski, resident of unincorporated Clackamas County, discussed her concern about the use of Holly Lane as a route to I-205 and how buildings in landslide areas could not get landslide insurance. She thought the City's landslide regulations should be changed.

3c. GLUA-19-00021: Annexation, Zone Change and 7-Lot Subdivision on Maplelane Road (Continuance)

Vice Chair Gage opened the public hearing.

Ms. Terway said staff was requesting a continuance of the hearing to October 28, 2019.

A motion was made by Commissioner Stoll, seconded by Commissioner Geil, to continue GLUA-19-00021: Annexation, Zone Change and 7-Lot Subdivision on Maple Lane Road to October 28, 2019. The motion carried by the following vote:

Aye: 4 - Tom Geil, Vern Johnson, Patti Gage and Greg Stoll

4. Communications

Ms. Terway discussed upcoming agenda items and interviews for the open Commission seat.

5. Adjournment

Vice Chair Gage adjourned the meeting at 8:38 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, November 25, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 4 - Tom Geil, Vern Johnson, Mike Mitchell and Dirk Schlagenhauer

Absent: 2 - Patti Gage and Greg Stoll

Staffers: 2 - Laura Terway and Christina Robertson-Gardiner

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a. Planning Files: LEG 19-00003 - Beaver Creek Road Concept Plan- Code and Zoning Amendments- (Beaver Creek Road Design, Transportation Analysis, Speed Zones within the Concept Plan)

Christina Robertson-Gardiner, Senior Planner, presented the staff report. This was in regard to the Beaver Creek Road Concept Plan code and zone amendments and the topics for discussion tonight were road design, transportation analysis, and speed zones. She gave a background on the Beaver Creek Road design options, research done on roundabouts, public survey results, Holly Lane extension, conceptual cost estimates, and City Commission direction.

John Repplinger, Transportation Engineer, explained the transportation analysis for this concept plan area which updated prior analyses undertaken earlier and focused on the difference between development assumptions from the Transportation System Plan in 2013 and the Beaver Creek Road Concept Plan in 2008 and 2016. The difference was an additional 750 housing units and 4,095 additional employees. The conclusion of the analysis was that the projects in the TSP would provide adequate capacity to meet the mobility standards to accommodate development in this area and adding more lanes or using roundabouts or signals on Beaver Creek also met the requirements.

There was discussion regarding the funding, projects in the Transportation System Plan, how future applications would have to do a traffic study and traffic improvements, signals vs. roundabouts, pedestrian and bicycle safety, three lanes vs. five lanes, limiting driveways and left turns on Beaver Creek, and truck traffic and roundabouts.

Ms. Robertson-Gardiner discussed speed zones within the concept plan area and how Senate Bill 558 would affect the speeds in the residential sections.

There was discussion regarding speed study requirements and how the Senate Bill only applied to residential streets within the concept plan.

Todd Mobley with Lancaster Engineering discussed the streets in the southern end of the plan area which would have lower volumes of traffic and everything south of Glen Oak would be limited to a right in, right out movement. Because there would not be much traffic on these roads, there should be flexibility in the way they could be constructed, not over-designed or oversized. He thought the streets did not need to be collectors, but local streets.

Christine Kosinski, resident of unincorporated Clackamas County, thought the City should remove the Holly Lane extension from the Transportation System Plan and remove the hazardous landslide areas of Thayer Road and Maple Lane. They should also change the trip counts coming out of the development located at the old bus barn so they would not be automatically directed to use Holly Lane. The City needed to follow the FEMA Natural Hazard Mitigation Plan and statewide land use planning goals, especially Goal 7.

Elizabeth Graser-Lindsey, resident of unincorporated Clackamas County, discussed the traffic on Beavercreek Road and how it should be developed to five lanes. The City's SDCs should be high enough to pay for these improvements to make sure the road could function properly. She did not think roundabouts were appropriate for the large amount of thru traffic that was on this road. They were also not beneficial to pedestrians and bicyclists.

Ms. Robertson-Gardiner discussed the upcoming meetings for this item.

There was consensus to move forward with the City Commission's direction to transition from 5 lanes to 3 lanes, however there was concern that the lanes needed to be reduced at the appropriate place so it would not back up traffic. There was consensus to use traffic signals instead of roundabouts and not to renegotiate with ODOT to remove the Holly Lane extension from the TSP. There was discussion regarding including SB 558 to reduce residential streets to 20 mph, the need for physical separation between sidewalks and bike lanes and the street section, and changes to the home occupation code.

4. General Business

4a. Planning Commission Yearly Update to the City Commission

Chair Mitchell led a discussion on what would be included in the Planning Commission annual report to the City Commission which would be given on December 18.

5. Communications

Ms. Terway announced upcoming meetings.

6. Adjournment

Chair Mitchell adjourned the meeting at 9:16 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, August 26, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

Absent: 1 - Tom Geil

Staffers: 4 - Laura Terway, Carrie Richter, Christina Robertson-Gardiner and Kelly Reid

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a. Marquis Parking Lot Expansion: GLUA-18-00031 (General Land Use Application), PARK-18-00001 (Parking Adjustment); SP-18-00119 (Site Plan and Design Review) with VAR-18-00002 (Type III Planning Commission Variance)

Chair Mitchell opened the public hearing and read the hearing statement. He asked if any Commissioner had ex parte contacts, conflicts of interest, bias, or any other statements to declare.

Commissioner Johnson visited the site.

Commissioner Stoll had a family member there five or six years ago and in the course of his work he dropped off and picked up patients there. They did generate business for his employer.

Commissioner Schlagenhauser drove by the site a lot.

Chair Mitchell visited the site.

Kelly Reid, Planner, presented the staff report. This was a request for site plan and design review for a parking lot expansion from 43 to 63 spaces, a parking adjustment to exceed the maximum number of parking spaces permitted, and a variance to allow new parking spaces in front of the building. She gave a background on the subject site, proposed site plan, and parking adjustment. She explained how the applicant showed the need for more parking and how staff recommended limiting the parking to 58 total spaces on the site. She then discussed the variance request. Because there were no other areas on the site for the extra parking, staff recommended approval with

mitigation in the form of additional pedestrian amenities (one per new space in front of the building). Staff also recommended a condition that an alternative landscaping plan may be approved by staff if the perimeter parking lot landscaping was less than five feet wide after right-of-way dedication. She added emails from the Planning Commission into the record.

Tricia Clark and Scott Miller, applicants, stated they would like to be able to put in 63 parking spaces. This was not an assisted living facility, but a memory care and post acute rehab facility. The parking ratios were different and they required more staff. Most of the time people had a hard time finding parking at the site and they would like as much parking as possible. They knew there were requirements for landscaping, setbacks, and trees and tying into the Molalla Avenue project.

There was discussion regarding the amount of staff and residents on site, long term plans, locations of the new parking spaces, traffic flow and driveway access onto Molalla, using the word "shall" or "must," increasing the number of pedestrian amenities to three, and future improvements to Molalla.

Chair Mitchell closed the public hearing.

There was support to allow more parking spaces up to 63 and an amendment to Condition #30 regarding pedestrian amenities.

A motion was made by Commissioner Stoll, seconded by Commissioner Schlagenhauser, to approve the Marquis parking lot expansion: GLUA-18-00031 (General Land Use Application), PARK-18-00001 (Parking Adjustment); SP-18-00119 (Site Plan and Design Review) with VAR-18-00002 (Type III Planning Commission Variance) with the conditions as amended for up to 63 parking spaces and 3 pedestrian amenities. The motion carried by the following vote:

Aye: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3b. LEG 19-00003 - Beavercreek Road Concept Plan- Code and Zoning Amendments- (Process Moving Forward, Topics of Future Meetings)

Chair Mitchell opened the public hearing.

Christina Robertson-Gardiner, Senior Planner, introduced the tracking matrices, provided an overview of the August 13 City Commission Work Session, and discussed the identified future topics and calendar. She entered an email from Lori Bell into the record.

A motion was made by Commissioner Stoll, seconded by Commissioner Gage, to continue LEG 19-00003 - Beavercreek Road Concept Plan- Code and Zoning Amendments to September 9, 2019. The motion carried by the following vote:

Aye: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

4. Communications

Laura Terway, Community Development Director, discussed advertising for the open Planning Commission seat and TGM grant for the Comprehensive Plan update.

5. Adjournment

Chair Mitchell adjourned the meeting at 8:23 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, October 28, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

Absent: 1 - Tom Geil

Staffers: 3 - Laura Terway, William Kabeiseman and Pete Walter

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a. Request for Continuance: Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment

Chair Mitchell opened the public hearing.

A motion was made by Commissioner Stoll, seconded by Commissioner Johnson, to continue planning files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment to November 18, 2019. The motion carried by the following vote:

Aye: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3b. GLUA-19-00021: Annexation, Zone Change, 7-Lot Subdivision and Minor Variance Request for 14576 S. Maplelane Road

Chair Mitchell opened the public hearing. He read the hearing statement and asked if the Commission had any ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

Chair Mitchell walked by the site every day as he lived about two blocks from the site.

Pete Walter, Senior Planner, presented the staff report. This was a request for annexation of one acre, zone change to R-3.5, 7-lot subdivision, and minor variance

request for 14576 S. Maplelane Road. He discussed the background of the application and subject site, subdivision layout, minor variance to the lot depth for Lot 2, district/boundary changes, comments received, and approval criteria. Staff recommended approval with conditions.

Desiree Roland, applicant, discussed how the utilities would be curved for the sidewalk.

Chair Mitchell closed the public hearing.

A motion was made by Commissioner Schlagenhauser, seconded by Commissioner Stoll, to recommend approval of GLUA-19-00021: Annexation, Zone Change, 7-Lot Subdivision and Minor Variance Request for 14576 S. Maplelane Road with conditions to the City Commission. The motion carried by the following vote:

Aye: 5 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

4. General Business

4a. Buildable Land Inventory and Preliminary Housing Needs Analysis Presentation

Mr. Walter gave a presentation on the Buildable Land Inventory and Preliminary Housing Needs Analysis. He discussed the scope of the project, findings of the inventory, housing forecast, Oregon City housing mix, median house price and median gross rent, cost burdened households, housing units needed, housing need by income level and by type, summary of the analysis, and next steps.

There was discussion regarding how the City needed more multi-family land, Metro requirements for density, how developers would meet these goals, affordable housing, and Comprehensive Plan update.

Ms. Terway said the Planning Commission's annual report would be given to the City Commission in December. There would be a Planning Commission goal setting meeting in January.

5. Adjournment

Chair Mitchell adjourned the meeting at 8:02 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, June 24, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 6 - Tom Geil, Patti Gage, Mike Mitchell, Dirk Schlagenhauer, Greg Stoll and Robert Mahoney

Absent: 1 - Vern Johnson

Staffers: 4 - Laura Terway, William Kabeiseman, Kelly Reid and James Band

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a.

Public Safety Building: GLUA-19-00011 (General Land Use Application), CI-19-00001 (Code Interpretation), CU-19-00001 (Conditional Use) SP-19-00037 (Site Plan and Design Review), VAR-19-00002 and VAR-19-00003 (Variances) at 1232 Linn Avenue & 698 Warner Parrott Road.

Chair Mitchell opened the public hearing and read the hearing statement. He asked if the Commission had any ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

Commissioners Mahoney and Stoll had visited the site. Commissioner Geil was familiar with the site. Commissioners Schlagenhauer and Gage had been by it many times, but not recently. Chair Mitchell had been by the site recently.

Kelly Reid, Planner, presented the staff report. This was a request for a code interpretation to consider a police station to be similar use to a fire station which was a conditional use in the Institutional zone, a conditional use for a police station, site plan and design review for a 33,900 square foot public safety building, public plaza, and two new parking lots, variance to building placement and frontage standards, and variance to selected building design standards. She gave a background on the application and discussed the code interpretation, Conditional Use criteria, site plan, proposed variances and variance criteria, and recommended conditions of approval. Staff recommended approval with conditions.

Laura Terway, Community Development Director, discussed an amendment to Condition #54, to allow either the undergrounding of the overhead utilities or paying a fee in lieu.

Jim Band, Police Chief, was the applicant. He discussed the public process and input that went into this building project.

John Pete, FFA Architecture, explained the design concept for the building. They agreed with all of the recommended conditions of approval.

There was discussion regarding the mid-block crosswalks, the use of cross laminated timber, lighting in the parking lot, right turn in and right turn out on Linn Avenue, use of the lobby, and secure parking and public parking.

Rita Mills, resident of Oregon City, was glad to see the playground area would be preserved. She hoped they would salvage some of the building materials to be reused by Habitat for Humanity.

Paul Edgar, resident of Oregon City, thanked everyone who had been involved in this project. He was fully in support. He thought it would be good to have an entrance off of Linn Avenue.

George Izzet, resident of Oregon City, asked about the maintenance of the easement area on Marshall. He was concerned that it would become a through street and he would lose his privacy. He was also concerned about light pollution from the parking lots and where the trees would be planted. Ms. Reid did not know who was supposed to be maintaining the easement currently. Any future development would make the easement become a public street to connect to Marshall.

Gloria Singletor, resident of Oregon City, said the secure parking would be behind her lot. She was concerned about the light pollution and the drainage. Ms. Reid responded the site would be connected to the City storm system and an underground storage detention tank would also be installed to slowly release the stormwater to the pipe at the same flow rate as today.

Nathan Patterson gave rebuttal on the stormwater approach to the project and how it would not increase flows into the existing pipe.

There was discussion regarding the amount of impervious surface on the site.

Mr. Pete explained how they were meeting all of the lighting trespass requirements.

Chair Mitchell closed the public hearing.

There was discussion and consensus for approval on the Code interpretation and variance requests.

A motion was made by Commissioner Geil, seconded by Commissioner Mahoney, to approve the Public Safety Building: GLUA-19-00011 (General Land Use Application), CI-19-00001 (Code Interpretation), CU-19-00001 (Conditional Use) SP-19-00037 (Site Plan and Design Review), VAR-19-00002 and VAR-19-00003 (Variances) at 1232 Linn Avenue & 698 Warner Parrott Road with the recommended conditions of approval and amended Condition #54. The motion carried by the following vote:

Aye: 6 - Tom Geil, Patti Gage, Mike Mitchell, Dirk Schlagenhauser, Greg Stoll and Robert Mahoney

4. Historic Review Board Policy Changes

Ms. Reid reviewed the Historic Review Board policy changes. The changes included removing gray areas, adding modern products, and a new policy for solar. She explained the process to update the policies and summarized the proposed policies and next steps.

There was discussion regarding the authority of the HRB, Planning Commission, and City Commission as well as staff to make decisions on applications, open house that was held on these policies, wood windows, and letting all property owners know about the changes.

Paul Edgar, resident of Oregon City, discussed how some of the changes were not compatible with the historic district. He thought this item should be continued so the Commission could read the document he sent them regarding the significance of the Canemah National Register District. He did not want to have the relevance of the district altered.

Mackenzie Strawn, resident of Sublimity, owned Stayton Wood Windows. He had an interest in maintaining historic architectural details in this region. He discussed how traditional wood windows were best and his concern about allowing other types of windows.

There was discussion regarding the energy efficiency of wood windows.

5. Communications

Ms. Terway gave an update on the Code amendments.

There was discussion regarding affordable housing.

6. Adjournment

Chair Mitchell adjourned the meeting at 9:11 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, July 22, 2019

7:00 PM

Commission Chambers

1. Call To Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 7 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauer, Greg Stoll and Robert Mahoney

Staffers: 3 - Laura Terway, Carrie Richter and Kelly Reid

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearings

3a. GLUA-19-00020: Variance for retaining wall height in front of building at 397 Warner Milne Road

Chair Mitchell opened the public hearing and read the hearing script. He asked if any Commissioner had ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

All Commissioners had visited the site.

Kelly Reid, Planner, presented the staff report on the request for a minor site plan and design review with a variance for the height of the proposed retaining wall. She explained the subject site on Warner Milne Road, proposed site plan, site conditions, reasons for the retaining wall already being on site, proposed retaining wall, and criteria for retaining walls and variances. Staff recommended approval with no conditions.

There was discussion regarding the site plan, if the retaining wall would be a site obstruction at the corner, the safety of the area between the sidewalk and wall, and pedestrian circulation requirements.

Stuart Strauss, architect, was representing the applicant. He addressed the questions regarding the space between the wall and the sidewalk, how there would be landscaping between the wall and sidewalk but no lawn, and how the visual clearance to the corner would not be impaired by the railing. He explained the evaluation process for the design of the wall and guard rail and how they were in compliance with the building code. He thought it would be safe.

Chuck Crone, project manager, said none of the wall or railing was in the public right-of-way. It was all on private property. They were in compliance for the railing, wall, and placement and setback of the wall. The variance was for the height of the wall.

There was discussion regarding safety of the corner, purpose of the guard rail, and stormwater runoff.

Chair Mitchell had taken a picture of the site and there was discussion regarding the safety of the sloped area next to the public sidewalk.

Chair Mitchell closed the public hearing.

Commissioner Geil was still concerned about safety and was not in support.

A motion was made by Commissioner Mahoney, seconded by Commissioner Johnson, to approve GLUA-19-00020: variance for retaining wall height in front of building at 397 Warner Milne Road. The motion passed by the following vote:

Aye: 6 - Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser, Greg Stoll and Robert Mahoney

Nay: 1 - Tom Geil

3b. GLUA-19-00022: Chapter 17.40 Code Amendment for HRB Policies Procedures

Ms. Reid said this was a legislative amendment to the historic overlay chapter of the code. She explained historic review processes and how the amendment would clean up conflicting procedural standards. The Historic Review Board policies would also be updated to remove gray areas, add modern products, and add new policies for solar and porches/decks. She then gave the next steps in the process.

There was discussion regarding the policies standing on their own without being part of the code and letting new home owners know about these policies.

Carrie Richter, City Attorney, thought the policies were clear and objective.

A motion was made by Commissioner Geil, seconded by Commissioner Stoll, to recommend the City Council approve GLUA-19-00022: Chapter 17.40 Code Amendment for HRB Policies Procedures. The motion carried by the following vote:

Aye: 7 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser, Greg Stoll and Robert Mahoney

4. Communications

Laura Terway, Community Development Director, invited the Commission to an upcoming volunteer appreciation dinner.

5. Adjournment

Chair Mitchell adjourned the meeting at 8:12 PM.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Planning Commission

Monday, November 18, 2019

7:00 PM

Commission Chambers

Special Date

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

Staffers: 4 - Laura Terway, Carrie Richter, Christina Robertson-Gardiner and Diliانا Vassileva

2. Public Comments

There were no public comments on non-agenda items.

3. Public Hearing

3a. Planning Files GLUA 19-0006 / CI-19-00002: Code Interpretation for Multi-Family on Beavercreek Road

Chair Mitchell opened the public hearing and read the hearing statement. He asked if the Commission had any conflicts of interest, ex parte contacts, bias, or any other statements to declare including a visit to the site.

Chair Mitchell and Commissioner Stoll drove by the site.

Christina Robertson-Gardiner, Senior Planner, presented the staff report. This was a code interpretation for a site plan and design review from 2014 for a property located on the corner of Meyers and Beavercreek Roads. The applicant requested that the Planning Commission determine that a demolition permit was the same as a building permit, that the demolition/building permit issued by the City had the effect of vesting the approval such that the applicant may obtain other building permits and any other necessary approvals to develop the subject property according to the approval, and any building permits necessary to construct the project as provided in the approval cannot be disturbed by subsequent changes to the Municipal Code or the Oregon Structural Specialty Code. If the Planning Commission did not concur, the 2014 approval became void and any development onsite would require a new review process. She explained the timeline of the approval, rationale for considering a demolition permit the same as a building permit, and public comment from the Hamlet of Beavercreek. Staff recommended approval of the application, but to include a condition that the interpretation related to the Oregon Structural Specialty Code was not approved as it was a decision for the Building Codes Division or the Building Official.

There was discussion regarding the timeline, why this decision was before the Planning Commission, how demolitions were regulated by the Building Code, the code that was enacted at the time this was approved, and changing the process so a demolition permit was not considered a building permit going forward.

Mike Greeter, attorney representing the applicant, said they were asking the Commission to make this call because this property had been under severe scrutiny and subject to litigation and the question of whether a demolition permit was a building permit was germane and important to any potential buyer. If they approved the code interpretation as recommended by staff, then it became a vested decision that could be relied on.

Chair Mitchell closed the public hearing.

A motion was made by Commissioner Geil, seconded by Commissioner Schlagenhauser, to approve Planning Files GLUA 19-0006 / CI-19-00002: Code Interpretation for Multi-Family on Beavercreek Road. The motion carried by the following vote:

Aye: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3b.

Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment

Chair Mitchell opened the public hearing. He asked if the Commission had any conflicts of interest, ex parte contacts, bias, or any other statements to declare including a visit to the site.

Commissioner Johnson toured the site, Commissioner Stoll drove the site and applicable neighborhood streets, Commissioner Schlagenhauser visited the site, Commissioner Geil drove by the site regularly, and Chair Mitchell visited the site.

Diliana Vassileva, Assistant Planner, presented the staff report. This was a request for site plan and design review and parking adjustment for the Milner Veterinary Clinic on Molalla Avenue. The applicant proposed a new 18 stall parking lot and associated landscaping on the property across the street from the clinic. That would result in a total of 39 parking stalls which exceeded the maximum number of parking stalls allowed per code which was 15. She explained the parking requirements in the code, reasons for parking maximums, approval criteria, results of the client and staff parking study, and on-street parking availability. Staff recommended denial of the application. Alternatively, the applicant could extend the 120-day review period and the Planning Commission could continue this hearing to a future date to give the applicant time to complete the study of on-street parking availability.

There was discussion regarding how site plan and design review did not allow the opportunity to overbuild parking in anticipation of future expansion, how the application did not meet the criteria, if the criteria applied to veterinary clinics, safety of crossing the street with an animal, and the parking analysis.

Steve Milner, applicant, said at the time this building was built, there was not a definition of land use for veterinary clinic and there still was not a definition. The vacant lot had been an eyesore for a long time and his business had been growing so much

that they had outgrown their building. They would either have to expand or move. If he expanded, eight parking spots would be removed. The extra parking lot would be for employees so the clients could park in the parking lot. His clients would not be able to walk across the street and on-street parking caused safety hazards. He did not agree with the City's parking study and he thought he had identified all of the realistic parking spaces in his analysis. He had already invested money into the new parking lot and did not want to do additional parking studies.

There was discussion regarding the maximum distance between parking stalls, how much the dog wash stations contributed to the parking problem, and how two more parking stalls would be allowed if it was in the hospital category.

Chair Mitchell closed the public hearing.

There was deliberation on how the criteria that was being used for this application was not appropriate, the threat to public safety of customers crossing the street, and property owner rights.

Chair Mitchell re-opened the public hearing.

Commissioner Stoll stated based on his site visit, he thought it was unreasonable to expect people to park on both sides of the neighborhood streets and still allow two-way traffic. There was no sidewalk and the pavement was narrow with gravel shoulders. He disagreed that there were 102 spots available.

Chair Mitchell said based on his site visit, he also did not think it was reasonable to expect people to park on the residential streets. He did not think residents should have to bear the burden of a business parking on their residential street especially when it was not an improved street. He did not see a reason why they would not allow the business owner to build the number of parking spaces he thought was right for his business.

Mr. Milner said his appointment book was full every day and he was adding staff. They were living wage jobs and they did good things here.

Chair Mitchell closed the public hearing.

Chair Mitchell said the Commission found that the categories of usage contained in the City code did not accurately reflect the parking needs of this type of business.

Laura Terway, Community Development Director, pointed out the applicant said he only needed 32 spaces, but was proposing 39. They could not leave space open for the extra parking spaces to be striped later, as it would need to be landscaped.

There was discussion regarding the parking lot and on-street parking standards and how the applicant had to show there was no available on-street parking.

Chair Mitchell said the Commission also found that counting on-street parking in a residential neighborhood on an unimproved street was an undue burden on those neighbors and not counting those spaces was beneficial to the City.

Carrie Richter, City Attorney, said they could make the finding that available on-street parking did not include under-improved streets, but not because they were residential streets. They had to apply the code evenly and with the same regulatory strictness in

every circumstance. She could see a strategy for 32 parking spaces, but it did not solve the on-street evidentiary hole. They had to show that there was no on-street capacity. The job of the Planning Commission was to apply the applicable approval criteria.

There were some on the Commission who thought following the criteria would put people at risk.

Ms. Terway suggested re-opening and continuing the hearing for additional evidence.

Chair Mitchell re-opened the public hearing.

Elizabeth Graser-Lindsey, resident of Beavercreek, thought findings could be found to achieve what they wanted. They could say the on-street parking was inadequate and an addition to this business would justify the additional 7 parking spaces.

Mr. Milner said if he did not have an additional parking lot he could not expand the building. Before he spent the time and money engineering an expansion, he wanted to get the parking lot in place. He might only need 32 spaces now, but he would need more in the future and it would be expensive to put in more parking later. He thought putting in additional landscaping would be too expensive. He did not think every law fit every situation and that was why there was a Planning Commission.

A motion was made by Commissioner Johnson, seconded by Commissioner Stoll, to continue Planning Files GLUA-19-00017 (General Land Use Application), SP-19-00053 (Site Plan and Design Review), PARK-19-00002 (Parking Adjustment) - Milner Veterinary Clinic Parking Lot and Parking Adjustment to December 16, 2019. The motion carried by the following vote:

Aye: 6 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell, Dirk Schlagenhauser and Greg Stoll

3c.

Planning Files: LEG 19-00003 - Beavercreek Road Concept Plan- Code and Zoning Amendments- (Parks, Enhanced Home Occupation/Cottage Industry)

Ms. Robertson-Gardiner presented the staff report on the Beavercreek Road Concept Plan zoning and code amendments. The topics for tonight included parks and expanded home occupation: cottage industry. In October, the Planning Commission recommended that the conservation area located near Thimble Creek should be added as a City park and for staff to look at park descriptions to be added to the Parks Master Plan. She explained the linear park elements, Thimble Creek conservation area elements, and park code amendments. Regarding the expanded home occupation, the Commission wanted some additional opportunities for retail. The proposed code would allow one commercial vehicle between 8,000 and 26,000 pounds could be stored on-site outside of an accessory building, no restriction on number of commercial vehicles under 8,000 pounds, no commercial vehicles may be stored in the right-of-way, up to three off-site employees allowed to work at the residence during certain hours, all business would be conducted within the home or accessory structure, no outdoor storage of materials, not more than one-half of the square footage of the primary dwelling would be used, retail of items associated with the service was allowed on site, and any dedicated retail space could be no larger than 300 square feet and be the same as employee hours. She asked if there should be any changes to the proposed code.

Elizabeth Graser-Lindsey, resident of Beavercreek, said these residential areas would be on the small side and if they were trying to accommodate a wide variety of businesses, it would be good to allow lot averaging options to have some bigger properties in this area as well.

There was discussion regarding the weight of the commercial vehicles allowed in a neighborhood, changing the wording that one commercial vehicle over 8,000 pounds that did not require a commercial drivers license would be allowed, the allowed employee hours should match the allowed construction hours, and that retail hours should be the same as employee hours.

There was unanimous agreement to continue with the meeting even though it was after 10:00 PM.

The Commission discussed the 300 square foot limitation for retail, whether the retail should be related to the service or whether to allow walk-in retail, and that there was no need to differentiate the uses in the R-2 and R-5 zones.

Ms. Robertson-Gardiner reviewed the next steps for this project.

4. Communications

Ms. Terway announced upcoming meetings.

There was consensus not to pursue making a demolition permit a separate process from a building permit.

Chair Mitchell discussed the Planning Commission's annual report to the City Commission which would happen in December.

5. Adjournment

Chair Mitchell adjourned the meeting at 10:10 PM.



City of Oregon City

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Meeting Minutes - Draft

Planning Commission

Monday, August 12, 2019

7:00 PM

Commission Chambers

1. Call to Order

Chair Mitchell called the meeting to order at 7:00 PM.

Present: 5 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell and Dirk Schlagenhauser

Absent: 1 - Greg Stoll

Staffers: 2 - Carrie Richter and Christina Robertson-Gardiner

2. Public Comments

Bob Mahoney, resident of Oregon City, introduced a concept, order of the cup, which was a cup full of pencils. This represented the Planning Commission's compensation for their work. He had handed in his resignation from the Planning Commission for personal reasons. He gave advice to the Planning Commission about not being intimidated by growth and to listen to and protect the environment. He thought they were excluding the public from participation in local government through fees.

The Commission thanked Mr. Mahoney for his work.

3. Public Hearing

3a. LEG 19-00003 - Amendments to various Chapters of the Oregon City Municipal Code, Zoning Map and Comprehensive Plan Map and ancillary documents to the Comprehensive Plan to implement the Beavercreek Road Concept Plan.

Chair Mitchell opened the public hearing

Carrie Richter, City Attorney, clarified this was a legislative proceeding.

Christina Robertson-Gardiner, Senior Planner, gave a presentation on the Beavercreek Road Concept Plan. She discussed the history of the Plan and what it envisioned, status of the Plan, public outreach, and the implementation of the Plan. She explained the draft implementation map from June 2019.

There was discussion regarding density, street layouts, property ownership, Comprehensive Plan and zoning designations, and the areas in the Urban Growth Boundary and City limits.

Ms. Robertson Gardiner talked about the proposed north employment campus, mixed employment village, main street, west mixed use neighborhood, east mixed use neighborhood, and parks, trails, and open space.

There was discussion regarding development fees and acquiring park land.

Ms. Robertson-Gardiner explained the parks and open space mapping. She was asking for direction on Beavercreek Road including whether traffic signals or roundabouts should be used at intersections, the importance of the Holly Lane connection, and the optimal cross section for Beavercreek Road.

There was discussion regarding the implementation process and development of Beavercreek Road. Currently they planned to have three lanes on Beavercreek with a five lane dedication length.

Ms. Robertson-Gardiner outlined the outstanding items that would be discussed at the August 26 Planning Commission meeting.

Ms. Richter explained the need for clear and objective standards for residential development.

Christine Kosinski, resident of unincorporated Clackamas County, did not want the plan for Holly Lane to be built. She was concerned about landslides, increased traffic, and lowered property values. The plan went against the Comprehensive Plan and did not comply with Goal 1 and Goal 7.

Paul Edgar, resident of Oregon City, suggested holding a work session with the property owners in this area to discuss what could be done with the land, especially for affordable housing. He discussed a map of Title 4 industrial zoned lands and thought they should contact Metro about the flexibility of moving the industrial somewhere else. They needed to look at what made the best sense for this area and talk with people about the options.

There was discussion regarding traffic signals vs. roundabouts, allowing distribution/warehouse uses, need for a separated bike path, designing the transportation system for the future, expressing concerns about traffic to the City Commission, not allowing businesses with drive thrus, different buffers on the north and south boundaries, and geologic hazards in the City.

A motion was made by Commissioner Gage, seconded by Commissioner Geil, to continue LEG 19-00003 - amendments to various chapters of the Oregon City Municipal Code, Zoning Map and Comprehensive Plan Map and ancillary documents to the Comprehensive Plan to implement the Beavercreek Road Concept Plan to August 26, 2019. The motion carried by the following vote:

Aye: 5 - Tom Geil, Vern Johnson, Patti Gage, Mike Mitchell and Dirk Schlagenhauser

4. Communications

There were no communications.

5. Adjournment

Chair Mitchell adjourned the meeting at 9:26 PM.