



# CITY OF MILWAUKIE

## AGENDA

November 12, 2019

### DESIGN AND LANDMARKS COMMITTEE

Johnson Creek Facility  
6101 SE Johnson Creek Blvd  
[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov)

**1.0 Call to Order — Procedural Matters**

**2.0 Meeting Notes – Motion Needed**

2.1 October 17, 2019

**3.0 Information Items**

**4.0 Audience Participation** — This is an opportunity for the public to comment on any item not on the agenda

**5.0 Public Meetings** — None

**6.0 Worksession Items**

6.1 Summary: Downtown design review process (continued)  
Staff Person: Brett Kelter, Associate Planner

**7.0 Other Business/Updates**

7.1 Summary: Final discussion of 2019-20 Work Program draft  
Staff Person: Brett Kelter, Associate Planner

**8.0 Design and Landmarks Committee Discussion Items** — This is an opportunity for comment or discussion for items not on the agenda.

**9.0 Forecast for Future Meetings:**

Dec. 2, 2019 Downtown design review update (regular meeting)

Dec. 3, 2019 Annual joint meeting with City Council

### Milwaukie Design and Landmarks Committee Statement

The Design and Landmarks Committee is established to advise the Planning Commission on historic preservation activities, compliance with applicable design guidelines, and to review and recommend appropriate design guidelines and design review processes and procedures to the Planning Commission and City Council.

1. **PROCEDURAL MATTERS.** If you wish to speak at this meeting, please fill out a yellow card and give to planning staff. Please turn off all personal communication devices during meeting. For background information on agenda items, call the Planning Department at 503-786-7600 or email [planning@milwaukieoregon.gov](mailto:planning@milwaukieoregon.gov). Thank You.
2. **DESIGN AND LANDMARKS COMMITTEE MEETING MINUTES.** Approved DLC Minutes can be found on the City website at [www.milwaukieoregon.gov](http://www.milwaukieoregon.gov).
3. **CITY COUNCIL MINUTES** City Council Minutes can be found on the City website at [www.milwaukieoregon.gov](http://www.milwaukieoregon.gov).
4. **FORECAST FOR FUTURE MEETING.** These items are tentatively scheduled, but may be rescheduled prior to the meeting date. Please contact staff with any questions you may have.

#### Public Meeting Procedure

Those who wish to testify should come to the front podium, state his or her name and address for the record, and remain at the podium until the Chairperson has asked if there are any questions from the Committee members.

1. **STAFF REPORT.** Each design review meeting starts with a brief review of the staff report by staff. The report lists the criteria for the land use action being considered, as well as a recommendation with reasons for that recommendation.
2. **CORRESPONDENCE.** Staff will report any verbal or written correspondence that has been received since the Committee was presented with its meeting packet.
3. **APPLICANT'S PRESENTATION.**
4. **PUBLIC TESTIMONY IN SUPPORT.** Testimony from those in favor of the application.
5. **NEUTRAL PUBLIC TESTIMONY.** Comments or questions from interested persons who are neither in favor of nor opposed to the application.
6. **PUBLIC TESTIMONY IN OPPOSITION.** Testimony from those in opposition to the application.
7. **QUESTIONS FROM COMMITTEE MEMBERS.** The committee members will have the opportunity to ask for clarification from staff, the applicant, or those who have already testified.
8. **REBUTTAL TESTIMONY FROM APPLICANT.** After all public testimony, the Committee will take rebuttal testimony from the applicant.
9. **CLOSING OF PUBLIC MEETING.** The Chairperson will close the public portion of the meeting. The Committee will then enter into deliberation. From this point in the meeting the Committee will not receive any additional testimony from the audience, but may ask questions of anyone who has testified.
10. **COMMITTEE DISCUSSION AND ACTION.** It is the Committee's intention to make a recommendation this evening on each issue on the agenda. Design and Landmarks Committee recommendations are not appealable.
11. **MEETING CONTINUANCE.** Prior to the close of the first public meeting, *any person* may request an opportunity to present additional information at another time. If there is such a request, the Design and Landmarks Committee will either continue the public meeting to a date certain, or leave the record open for at least seven days for additional written evidence, argument, or testimony.

*The City of Milwaukie will make reasonable accommodation for people with disabilities. Please notify us no less than five (5) business days prior to the meeting.*

#### **Milwaukie Design and Landmarks Committee:**

Cynthia Schuster, Chair  
Brett Laurila, Vice Chair  
Mary Neustadter  
Tracy Orvis  
Evan Smiley

#### **Planning Department Staff:**

Denny Egner, Planning Director  
David Levitan, Senior Planner  
Brett Kelter, Associate Planner  
Vera Kolias, Associate Planner  
Mary Heberling, Assistant Planner  
Tempest Blanchard, Administrative Specialist II

**CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
NOTES**

**Milwaukie City Hall  
10722 SE Main St  
Monday, October 17, 2019  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Cynthia Schuster, Chair  
Brett Laurila, Vice Chair  
Mary Neustadter  
Tracy Orvis

**STAFF PRESENT**

Brett Kelter, Associate Planner (staff liaison)

**OTHERS PRESENT**

(none)

**MEMBERS ABSENT**

Evan Smiley

**1.0 Call to Order – Procedural Matters**

**Chair Cynthia Schuster** called the meeting to order at 6:31 p.m.

**2.0 Design and Landmarks Committee Notes**

2.1 September 3, 2019

**Chair Schuster** called for any revisions to the September meeting notes; there were none, and the notes were approved unanimously.

**3.0 Information Items**

3.1 Introduction of new committee members  
Staff Person: Brett Kelter, Associate Planner

**Associate Planner Brett Kelter** noted that he had hoped that new committee member Evan Smiley would be on hand for introductions but that this item would be continued for the next meeting she is able to attend. He reported that she had informed him of a scheduling conflict with an evening class she has on Monday nights during the fall term (September to December), which prevents her from attending committee meetings until after the first of the year. She had offered to resign her new position if deemed necessary, but **Mr. Kelter** confirmed an internal decision to keep her on the committee and work to bring her up to speed for participation in the new year.

**4.0 Audience Participation – None**

**5.0 Public Meetings – None**

**6.0 Worksession Items**

6.1 Downtown design review process (continued)  
Staff Person: Brett Kelter, Associate Planner

The discussion resumed with Design Element F (Windows). **Chair Schuster** handed out hard copies of her notes on windows from an August 2018 email. The group discussed the 20% limit on window signage in Standard 1-B and agreed 1) that it should be deleted and left to the sign code for regulation and 2) that the maximum allowance for window signs should be 10% of window area. **Mr. Kelter** pointed out that Milwaukie Municipal Code (MMC) Subsection

14.12.010.J exempts window signs from needing a permit if they are 20% or less of the window area, so this is one code section that would need adjustment; however, an amendment may also be needed to clarify that window signs over a certain size are not allowed, even with a permit. The prohibitions section of the sign code (MMC Section 14.12.020) may be the place to make that clarification.

Noting potential conflicts with the building code, the members suggested removing the specific 0.6 visible transmittance (VT) figure from Standard 2-A and revise the language to simply clarify that transparent glass was required. It was noted that the numbers in Standard 2-B (12 in and 30 in) should be consistent with those in Design Element D (Façade Transparency). And the group agreed that Standard 2-C was more of a development standard (or a performance standard) and should be deleted.

**Chair Schuster** expressed a desire to establish a requirement for consistency when windows were being restored or replaced in an existing building. There was some discussion about how to handle restoration versus new development and a suggestion to refer back to any earlier language the group had drafted regarding this new versus restoration threshold. **Chair Schuster** suggested a new Standard 2-C that required replacement windows to be consistent with existing windows. She also suggested adding a Standard 2-D that listed approved materials for new windows, including anodized or painted aluminum, frameless window systems, and fiberglass. There was a question about where there should be standards for upper-floor windows or more points related to ground-floor windows.

The group agreed to delete Standard 3-C (prohibiting unpainted metal window frames) because it was not clear such a prohibition was needed. Regarding Standard 3-A, the suggestions were to move the prohibition on tinting into its own point and to re-phrase it as something like, "tinting beyond energy code requirements . . ." The prohibition on reflective and mirrored glass could stay in Standard 3-A.

Regarding the Guidance section for Windows, the group agreed to delete Point 4, as it is more of a development standard or performance issue. **Committee Member Mary Neustadter** noted that Points 3 and 6 seemed to be connected; the group agreed to move them closer together within the document but keep them separate, removing the word "large" from Point 6 and replacing it with "full-height." After some discussion, the group agreed on revised language for Point 1: ". . . provide windows at the street level, inviting pedestrians in and providing views both in and out, maintaining transparency and visibility regardless of the time of day." It was clear that Point 2 was effectively covered by Point 1 and could be deleted.

There was some discussion about whether Point 5 should be moved to Element D (Façade Transparency), but the group agreed it should be amended and **Chair Schuster** and **Committee Member Tracy Orvis** worked out the following language: ". . . should be used to add architectural interest to the overall building composition."

Moving on to Element G (Corners), the group reviewed the sketches of eroded corners provided by **Committee Member Brett Laurila** and agreed that a column could be used in any of them to support upper floors and provide cover over the eroded corner area. Within Standard 1-D, the group found the language to be too limiting and suggested inserting the "eroded corner" term and referring to a diagram of the sketches provided by Mr. Laurila. For Standard 1-B, there was some discussion about what was meant by "active spaces or uses" and suggestions to specify "active interior uses" and provide some examples such as lobbies, restaurants, and other high-traffic uses. The group wondered whether there should be a separate item providing guidance for "active exterior uses," such as providing site furnishings (e.g., benches, tables, etc.) or space for outdoor use. There was also a suggestion to somehow codify the term "active spaces," for greater clarity. Within Standard 1-A, the suggestion was to specify that the primary entry should be located within 5 ft of the corner "of the building."

Within the Guidance section, there was a suggestion to revise the language of Point 1 to read, “. . . chamfered or eroded corner, . . .”. Another suggestion was to break up Point 1 and relate it more directly to the Standards for this element. The group agreed to consider options for this for the next meeting and to wrap up discussion for the evening with an eye toward diving in next time on the next elements.

## **7.0 Other Business/Updates**

### **7.1 Discuss 2019-20 Work Program draft** Staff Person: Brett Kever, Associate Planner

**Mr. Kever** referred to the draft 2019-20 work program included in the packet and asked for any comments or suggestions, suggesting that the group should plan to finalize the draft at the November meeting. He noted that it might be useful to add an item related to the group's role in the various code amendment projects that will follow adoption of the updated comprehensive plan. A larger workplan is being developed, and he agreed to share more information about that as it became available.

There was a suggestion to add or flesh out an item about updating the historic preservation code. **Mr. Kever** noted that the workplan includes lines for updating both the historic resource inventory and the code itself. **Chair Schuster** suggested that the group aim to start making a plan for its role in any historic preservation updates, perhaps in the second half of 2020. **Mr. Kever** agreed to adjust the draft accordingly and to provide more information about staff's evolving sense of the larger amendment workplan as it develops.

**Mr. Laurila** described the boundary of the urban renewal district along Harrison St and wondered why it had excluded some of the commercial buildings between the light rail line near the Portland Waldorf School and the intersection with Highway 224. He wondered whether the committee could make any kind of recommendation about adjusting the boundary. **Mr. Kever** agreed to get more information about the topic.

## **8.0 Design and Landmarks Committee Discussion Items – None**

## **9.0 Forecast for Future Meetings**

**Mr. Kever** looked ahead to the upcoming meeting schedule, noting the regular November and December meeting dates as well as the group's joint meeting with the City Council on December 3 (scheduled to begin around 7:00 p.m.). He confirmed that the members were willing to have meetings on consecutive nights in December, which would preserve the opportunity to work more on the design review update on December 2.

November 4, 2019	Regular meeting
December 2, 2019	Regular meeting
December 3, 2019	Annual joint meeting with City Council (approx. 7:05 p.m.)

**Chair Schuster** adjourned the meeting at 8:30 p.m.

Respectfully submitted,  
Brett Kever, Associate Planner

---

Cynthia Schuster, Chair



# CITY OF MILWAUKIE

**To:** Design and Landmarks Committee

**Through:** Dennis Egner, Planning Director

**From:** Brett Kelter, Associate Planner

**Date:** November 5, 2019

**Subject:** Worksession Items

---

**BACKGROUND:** Downtown design review process (continued)

This draft includes select parts of the review draft, capturing changes and suggestions discussed at the October 17 meeting. It also includes a draft of the next design element (Element H -- Building Massing).

## Downtown Design Review

MMC Subsection 19.508.4 (Building Design)

### List of Design Elements

#### Original

- A. Site Frontage
- B. Wall Structure & Building Façade Detail
- C. Exterior Building Materials
- D. Façade Transparency
- E. Doors & Entrance Locations
- F. Windows
- G. Corners
- H. Building Massing
- I. Weather Protection
- J. Roof Screening
- K. Service Areas (Screening)
- L. Green Architecture
- M. Pedestrian Circulation
- N. Private Open Space
- O. Pedestrian-Oriented Open Space
- P. Landscaping
- Q. Outdoor & Exterior Building Lighting

#### Revised (draft proposal)

- A. Site Frontage
- B. Pedestrian Circulation
- C. Pedestrian-Oriented Open Space
- D. Landscaping
- E. Private Open Space
- F. Building Massing
- G. Wall Structure & Building Façade Detail
- H. Façade Transparency
- I. Corners
- J. Windows
- K. Doors & Entrance Locations
- L. Roof Screening
- M. Weather Protection
- N. Green Architecture
- O. Outdoor & Exterior Building Lighting
- P. Exterior Building Materials
- Q. Service Areas (Screening)

#### Elements Recommended for Deletion

- 1. Rooftops
- 2. Ground-level Screening
- 3. Vehicle Parking
- 4. Long-term Bicycle Parking
- 5. Waste Collection Areas
- 6. Privacy Considerations / Transition Measures
- 7. Safety & Building Security
- 8. Public Open Space
- 9. Outdoor Lighting
- 10. Parking Lot Lighting
- 11. Landscape Lighting

## Downtown Design Review

MMC Subsection 19.508.4 (Building Design)

### Element F – Windows

#### Purpose/Intent

To create a welcoming pedestrian environment and enhance street safety by developing visually interesting exterior façades, allowing for daylighting of interior spaces, and creating visual connections between interior and exterior spaces.

#### Design Standards

##### 1. General Standards

- A. Windows shall be designed to provide shadowing. This can be accomplished by recessing windows 4 in into the façade and/or incorporating exterior trim of at least 4-in reveal and of a contrasting material or color.
- B. ~~Signs are limited to a maximum coverage of 20% of the required window area.~~ *[Leave this to the sign code and change standard to 10% maximum coverage.]*
- C. Refer to **Element D** (Façade Transparency) for door and window coverage standards.

##### 2. Nonresidential Ground-Floor Windows

- A. Ground-floor windows must have a visible transmittance (VT) of 0.6 or higher transparent glass.
- B. Where a grade elevation change does not dictate otherwise, the bottom edge of windows along pedestrian ways shall be constructed no less than 12 in and no more than 30 in above the abutting walkway surface. *[Add language to allow a break from the requirement where grade changes impact the situation. Make sure the 12 in and 30 in are consistent with the language of Element D (Façade Transparency).]*
- C. ~~No more than 60% of window areas shall be covered by any combination of interior furnishings, including, but not limited to, curtains, shades, or signs. Product displays do not constitute interior furnishings.~~ *[This is more of a development standard than a design standard.]*
- D. *[New requirement]* – In restoration scenarios, replacement windows must be consistent with existing windows. *[Language needs refinement.]*
- E. *[New requirement]* – The following material are approved for new windows:
  - 1) Anodized or painted aluminum windows
  - 2) Frameless window systems
  - 3) Fiberglass
- F. *[Are any more standards needed for ground-floor windows?]*

##### 3. *[Are specific standards needed for upper-floor windows?]*



#### 4. Prohibited Window Elements

For all building windows facing streets, courtyards, and/or public squares in Downtown, the following window elements are prohibited:

- A. Reflective, ~~tinted~~, mirrored, or opaque [should opaque glazing be prohibited?] glazing.
- B. Glazing tinted beyond energy code requirements.
- C. Simulated divisions (internal or applied synthetic materials).
- ~~D. Exposed, unpainted metal frame windows.~~

#### Guidance

1. Retail and commercial uses should provide windows at the street level that add activity and variety at the street level, inviting pedestrians in and providing views both in and out, maintaining transparency and visibility regardless of the time of day.
- ~~2. Ground floor windows for nonresidential buildings should allow views into storefronts, working areas, or lobbies.~~
3. Operable, opening windows at restaurants, shops, and other retail businesses help blend indoor and outdoor spaces and attract customers and sidewalk activity.
- ~~4. Ensure that the building is visible to the interior by limiting the use of shades, curtains, security fencing, and product shelving at windows and near the inside of window and door areas on the ground level.~~
5. Transom, sidelight, and other window combinations should be used to increase transparency and add architectural detail to the building add architectural interest to the overall building composition.
6. Use large full-height, operable sliding, pivoting, or articulating windows to connect indoor and outdoor spaces. [Move this closer to point 3.]
7. Bay and projecting windows on residential buildings add interest to the façade and expand views out of living units.
8. Use window materials that contrast but complement other primary wall and surface materials.

#### Notes on Figures

- Keep graphic on windows and doors (19.508.4.E)

## Downtown Design Review

MMC Subsection 19.508.4 (Building Design)

### Element G – Corners

#### Purpose/Intent

To create a strong architectural statement at street corners, provide opportunities for pedestrian-scale activity, establish visual landmarks, and enhance visual variety.

#### Design Standards

##### 1. Nonresidential or Mixed-Use Buildings

Nonresidential or mixed-use buildings at the corner of two public streets—or at the corner of a street and a public area, park, or plaza—shall incorporate two of the following features (note: for the purposes of this standard an alley is not considered a public street):

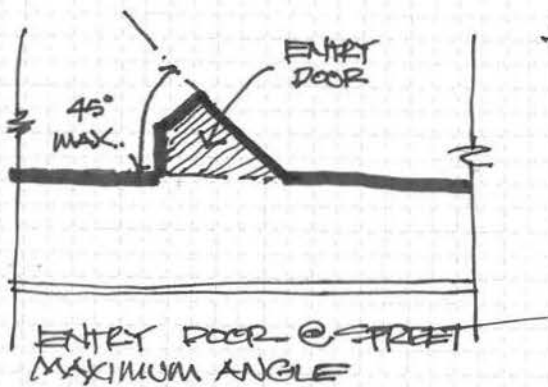
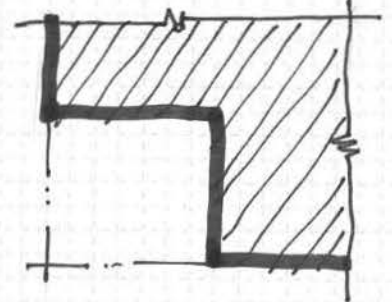
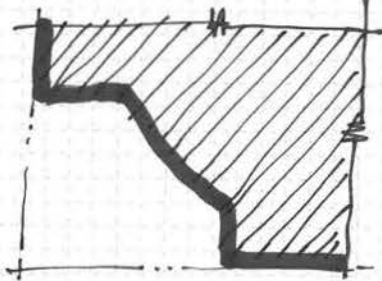
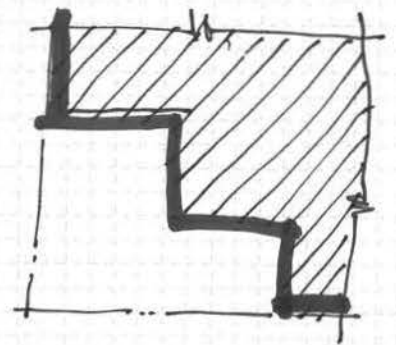
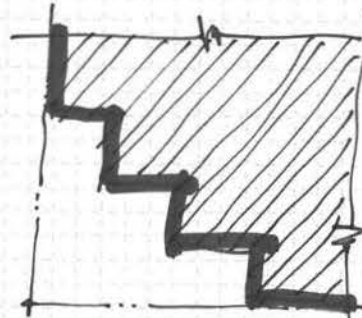
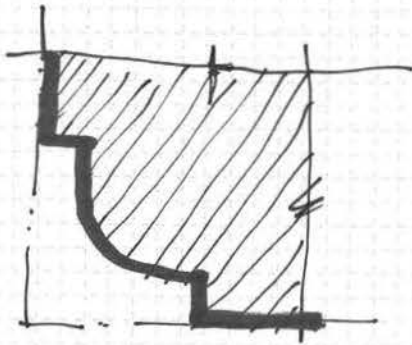
- A. The primary entry to the building located within 5 ft of the corner of the building.
- B. Active ~~space(s) or use(s)~~ interior uses near the corner, such as lobbies, restaurants, and similar high-traffic uses. *[Is a similar option needed for active exterior uses, like site furnishings (benches, tables, etc.) or space for outdoor uses? Also, might need to codify the idea or term “active spaces.”]*.
- C. A prominent architectural element, such as increased building height or massing, building material change, or a pedestrian canopy or marquis at the corner of the building or within 20 ft of the corner of the building.
- D. An eroded corner: For example, the corner of the building cut at a 45° angle or a similar dimension “rounded” corner. See Figure xx *[Brett Laurila’s sketches]*.
- E. A combination of special paving materials, street furnishings, and (where appropriate) plantings. *[Is this specific enough to be a standard? Do you have to do all 3? What is the clear & objective standard for determining whether plantings are appropriate?]*

#### Guidance

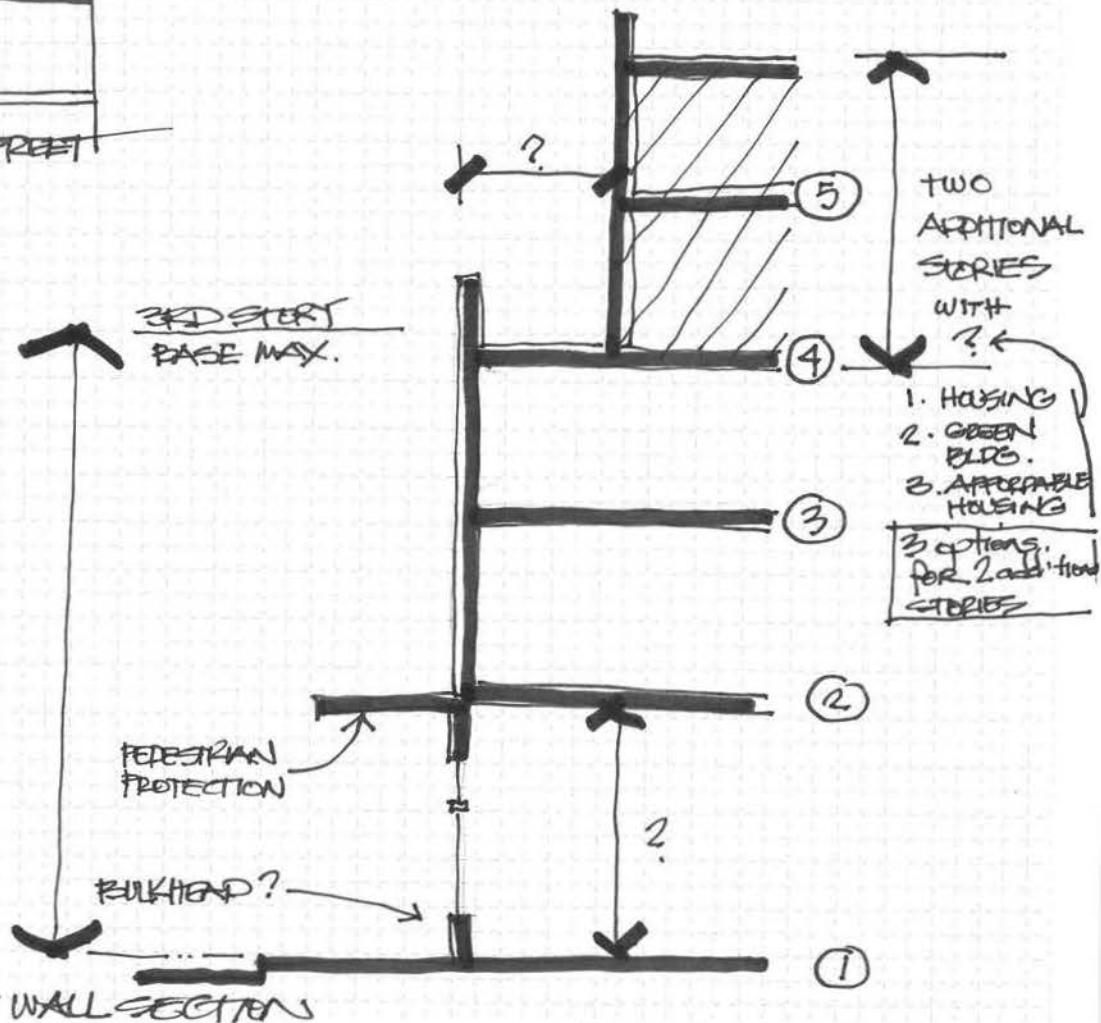
1. In order to highlight and make prominent any building corners, a change in building material, window coverage pattern, chamfered or eroded corner, building height, or façade articulation could be used to add architectural distinction. *[Need to think about breaking this guidance point up and relate it more to the various standards above.]*
2. Use special paving materials and plazas for pedestrian emphasis.

#### Notes on Figures

- Make the image larger and clearer.
- For purposes of the illustration, the door should swing out.
- Use Brett Laurila’s sketches, noting that a column can be added to each scenario to support upper floors and provide cover.



ERODED STREET CORNER



DRAWING NO:

TITLE:

LOCATION:

**REVIEW DIAGRAMS**  
NO SCALE

DATE:

SCALE: 9/15/19

JOB #:

2700 SE Harrison Street  
Suite A  
Milwaukee, WI 53222

p. 503.233.8991

info@bkl-a.com  
www.bkl-a.com

**bkl/a**  
architecture, llc

PAGE \_\_\_ OF \_\_\_

## Downtown Design Review

MMC Subsection 19.508.4 (Building Design)

### Element H –Building Massing [*and Height?*]

#### Purpose/Intent

To shape building massing so as to promote compatible building scales, relationships between adjacent downtown buildings, and an inviting pedestrian realm on the street.

*[Does this language reflect the standards below?]*

#### Design Standards

##### 1. Height

The minimum building height standards apply to new commercial, office, residential, and mixed-use buildings. *[What types of new buildings do the standards not apply to? Also, make sure these standards do not conflict with the standards in Element B (Wall Structure & Building Design Detail).]*

- A. Minimum building heights are specified in Table 19.304.4. The minimum building height of 25 ft shall be met along all street frontages for a depth of at least 25 ft from the front of the building.
- B. Base maximum building heights are specified in Figure 19.304-4. Height bonuses are available for buildings that meet the standards of Subsection 19.304.5.B.3.
- C. Buildings shall provide a stepback of at least 18 in for any street-facing portion of the building above the base maximum height as identified in Figure 19.304-4.
- D. Rooftop structures related to shared outdoor space—such as arbors, trellises, or porticos related to roof decks or gardens—shall not be included in the building's maximum height calculation, as long as they do not exceed 10 ft high.
- E. Height Bonuses

To incentivize the provision of additional public amenities or benefits beyond those required by the baseline standards, height bonuses are available for buildings that include desired public amenities or components, increase downtown vibrancy, and/or help meet sustainability goals. A building can utilize up to 2 of the development incentive bonuses of this subsection, for a total of 2 stories or 24 ft of additional height, whichever is less, above the height maximum specified in Figure 19.304-4.

##### 1) Residential or Lodging

New buildings that devote at least 1 story or 25% of the gross floor area to residential OR lodging uses are permitted 1 additional story or an additional 12 ft of building height, whichever is less. The residential height bonus cannot be used in combination with the lodging height bonus.

## 2) Green Building

New buildings that receive certification (any level) under an American National Standards Institute (ANSI) approved green building rating system (e.g., LEED, Earth Advantage, or other certification outlined in MMC Section 19.510) are permitted 1 additional story or an additional 12 ft of building height, whichever is less. Height bonus eligibility shall be verified at the time of building permit submittal and shall be contingent upon submittal of green building certification. The height bonus may be binding under a development agreement and height bonus awards may be revoked, and/or other permits or approvals may be withheld, if the project fails to achieve certification.

## 3) Affordable Housing

New buildings that provide at least 1 story or 25% of the gross floor area as affordable housing, defined as 80% of median family income, are permitted 1 additional story or an additional 12 ft of building height, whichever is less. *[May need to refine the language to establish some certification or monitoring.]*

*[In general, need to make sure Community Development staff is aware of possible implications of any height bonuses on various tax abatement and other incentive programs.]*

Additional building height may be approved through Type III variance review, as per MMC Subsection 19.911.6.

Reference to MMC Table 19.304.4 (Summary of Downtown Development Standards)

Building Height Standards	Downtown Mixed Use zone (DMU)	Open Space (OS)
Minimum	25 ft	None
Maximum	45 ft (up to 69 ft with bonuses)	15 ft

## 2. Building Transitions and Step-backs

- A. For properties north of Harrison St and located within 50 ft of a lower-density residential zone (i.e., R-10, R-7, or R-5), any new building shall be located at least 6 ft *[not sure what setback is desired by the group]* from any adjacent property line. This requirement supersedes the applicability of the transition area measures provided in MMC Subsection 19.504.6.
- B. For any property in the Downtown Mixed Use (DMU) zone, within 50 ft of the property line abutting lower-density residential zones (i.e., R-10, R-7, or R-5), any new building shall provide a step-back of at least 6 ft for any portion of the building above 35 ft in height above grade. *[Note to modify the standard to protect solar access (e.g., on a certain day of the year, at a certain time of day, the proposed building shall not shade the adjacent site past a certain point). Also need to more clearly address the issue of massing. Consider pulling some of the SolSmart material (provided by Cynthia) into the standards and potentially requiring a solar study of neighboring properties.]*



- C. The height bonuses allowed in Standard 1-E above cannot be applied within 50 ft of a lower-density residential zone (i.e., R-10, R-7, or R-5). *[Not clear how many properties this affects.]*

## Guidance

1. Building height in Downtown should contribute to a welcoming and pedestrian-scaled sense of enclosure and definition of the street.
2. Buildings that do not reach the minimum height standard should include other design features that strongly define the street edge and enclosure, such as façade composition, awnings, street trees and landscaping, balconies, and other features.
3. Buildings that exceed height limitations should mitigate impacts by including step-backs, façade insets, high façade permeability, and other perceived mass-reducing techniques.
4. Rooftop structure such as trellises and porticos are desirable and encouraged design features that, within limit, do not count against height limitations. Rooftop structures that exceed the 10-ft height limit should be pulled back from the building edge. *[This duplicates Standard 1-D—is it necessary to have it here as guidance?]*
5. Building massing should ensure access to light, privacy, and sky views for building occupants and people on the street.
6. The overall collection of buildings in Downtown should contribute to a varied and attractive skyline. Building massing should be differentiated to a reasonable degree from adjacent buildings.
7. Façade articulation techniques should be employed to reduce the perceived scale of large buildings and add visual interest to the built environment.
8. Where applicable, building step-backs and transition measures should be deployed to blend building massing between downtown and any adjacent residentially zoned neighborhoods.
9. *[Include approval criteria for building height variances (from MMC 19.911.6.D) as guidance?]:*
  - a. Building height should result in a project that is exceptional in the quality of detailing, appearance, and materials or should create a positive unique relationship to other nearby structures, views, or open space.
  - b. Building height should preserve important views to the Willamette River (where applicable), limit shadows on public open spaces, and ensure step-downs and transitions to neighborhoods at the edge of the DMU zone.
  - c. Building height should result in a project that provides public benefits and/or amenities beyond those required by the base zone standards, that increases downtown vibrancy, and/or that helps meet sustainability goals.

## Notes on Figures

- Consider adding a graphic to show the area of concern for building transitions.
- Consider using Cynthia's building massing graphic to beef up the Guidance section.

## Milwaukie Design and Landmarks Committee

### 2019-20 WORK PROGRAM

*To be Confirmed by City Council on December 3, 2019*

#### Accomplishments of 2018-19

Between November 2018 and September 2019, the Design and Landmarks Committee (DLC) met 13 times, including 2 special meetings outside the Committee's regular monthly schedule.

The DLC membership fluctuated again during the year, with Chair Lauren Loosveldt stepping down in April 2019 to take a position on the Planning Commission and Kyle Simukka resigning in May 2019 to move out of the area. In April 2019, Cynthia Schuster was elected as Chair and Brett Laurila was elected as Vice Chair. Two new members (Tracy Orvis and Evan Smiley) were appointed in August 2019 to fill the vacant seats.

Public meetings for recommendations on land use applications:

- **March 2019** = Preliminary review of Coho Point design
- **May 2019** = Design review for height variance request for Monroe Street Apartments at 37<sup>th</sup> Ave & Monroe St (land use file #VR-2019-003)

The DLC also reviewed and provided comments on draft policies for Historic Preservation and Urban Design as part of the Comprehensive Plan Update process.

Throughout the year, the DLC continued its work to update the Downtown Design Guidelines, reviewing the draft language for a revised framework of design elements. The DLC has been making edits and identifying issues that need further discussion.

#### Work Program for 2019-20

##### Downtown Design Review Update

The Downtown Design Review update continues to be the DLC's focus for the coming year, with the following tasks and deliverables:

- Complete review of revised draft of Design Review document (late 2019)
- Develop revised code language, including applicability and process, as well as revised diagrams and graphics (early 2020)
- Provide commentary document to explain proposed changes
- Present draft documents to Planning Commission and City Council in worksession settings and solicit feedback (as per timing in citywide workplan)
- Revise draft as necessary in preparation for code amendment process

### Other Tasks

- The DLC continues to be prepared to respond as needed for review of the following types of applications:
  - Downtown Design Review. For development proposals in Downtown zones, conduct public design review meetings to advise the Planning Commission on implementation of the Downtown Design Guidelines.
  - Post-Decision Limited Design Review. Conduct design review meetings on development proposals when the Planning Commission has made design review a condition of approval or to assist with other City projects.
  - Historic Resources Review. Review Historic Landmark alteration or demolition requests and advise the Planning Commission on applications when City approval is required by the Milwaukie Municipal Code (MMC).
- The DLC is interested in developing ideas and making a plan for action on Parking Lot Item #1 (Historic Preservation), below, beginning sometime in late 2020.

### “Parking Lot” Items

There are several topics and tasks that the DLC would like to work on but may not have time for in 2019-20. Those items are captured in a “parking lot” of ideas for future activity:

1. Historic Preservation
  - a. Update the City’s inventory of Historic Resources.
  - b. Update code language for the Historic Preservation Overlay Zone (MMC Section 19.403) to clarify and strengthen the City’s protections for designated historic resources.
2. Development of Opportunity Sites

As opportunities present themselves, participate in the City’s development of its various “opportunity sites,” including Block 14 on Main St between Harrison St and Jackson St, as well as the Coho Point site at Washington St and McLoughlin Blvd.
3. Take advantage of relevant training opportunities as they arise.