

**CITY OF MILWAUKIE
DESIGN AND LANDMARKS COMMITTEE
NOTES
Milwaukie City Hall
10722 SE Main St
MONDAY, NOVEMBER 3, 2014
6:30 PM**

COMMITTEE MEMBERS PRESENT

Sherry Grau, Chair
Val Ballestrem, Vice Chair
James Fossen
Adam Argo
Scott Jones

STAFF PRESENT

Li Alligood, Senior Planner (DLC Liaison)

MEMBERS ABSENT

None

1.0 Call to Order – Procedural Matters

Chair Grau called the meeting to order at 6:30 p.m. and read the conduct of meeting format into the record.

**Note: The information presented constitutes summarized minutes only. The meeting audio is available from the Planning Department upon request.*

2.0 Design and Landmarks Committee Minutes

There were none.

3.0 Information Items

Ms. Alligood noted that the Planning Commission had requested a joint worksession with the Design and Landmarks Committee on November 13 to discuss the proposed revisions to the downtown design review process. The Committee members were available for a joint meeting.

The Committee would be conducting a design review meeting on December 1 for the Reliable Credit Parking Lot application (DR-14-07), which had just been made complete.

4.0 Audience Participation –This is an opportunity for the public to comment on any item not on the agenda. There was none.

5.0 Public Meetings

There were no public meetings.

6.0 Worksession Items

- 6.1 Summary: Moving Forward Milwaukie Briefing #4: Proposed Design Standards and Downtown Design Review
Staff Person: Li Alligood, Senior Planner

Li Alligood, Senior Planner, provided an overview of the Moving Forward Milwaukie project goals and proposed design standards to implement them via PowerPoint.

- The goal of the proposed design standards was to codify the intent of the Downtown Design Guidelines in order to provide a clearer picture of what the community's expectations for new development downtown were.
- **Ms. Alligood** reviewed the proposed downtown design standards with the Committee and asked for feedback about the proposals.

The Committee discussed key aspects of the proposal, and suggested:

- Retaining requirements for a significant break in façade for buildings of more than 150 ft in length.
- Retaining requirements for corner door treatments
- Retain requirements for weather protection, and keep the proposed 50% requirement
- Removing requirement for a minimum ratio for vertical upper windows and measure as a grouping rather than by individual panes

DLC Member Fossen arrived at 7:30.

- 5 ft maximum heights for mechanical equipment seemed overly restrictive, and the 5 ft minimum setback could be insufficient. An alternative approach could be a ratio of setback to height (Note: staff reviewed the text after the meeting and noted that the graphic used to illustrate the concept was mislabeled with a 5 ft maximum height – the text allows for 10 ft)
- Suggested requiring a minimum open space requirement for projects greater than 20,000 sf be the greater of either 400 sf or 2%, which would require additional open space for larger buildings.

The Committee supported the proposed two-track downtown design review procedure.

DLC Member Jones suggested a scalable design review process that was related to the size (and cost) of the project.

The Committee discussed the potential impacts of a Type II review process on its role and determined that the DLC would still have a key role in the process.

7.0 Other Business/Updates

7.1 Joint Worksession with Planning Commission

Discussed under Item 3.0.

8.0 Design and Landmarks Committee Discussion Items

9.0 Forecast for Future Meetings:

November 13, 2014 1. Joint worksession with Planning Commission: Downtown Design Review

December 1, 2014 1. Public Meeting: DR-14-07 Reliable Credit Parking Lot

Meeting adjourned at approximately 8:00 p.m.

Respectfully submitted,

Li Alligood, Senior Planner



Sherry Grau, Chair