

**CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
NOTES  
Milwaukie City Hall  
10722 SE Main St  
Tuesday, August 16, 2016  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Sherry Grau, Chair  
Scott Jones  
Lauren Loosveldt

**STAFF PRESENT**

Brett Kelter, Associate Planner (staff liaison)

**MEMBERS ABSENT**

James Fossen, Vice Chair

**1.0 Call to Order – Procedural Matters**

**Chair Sherry Grau** called the meeting to order at approximately 6:35 p.m.

**2.0 Design and Landmarks Committee Notes**

2.1 July 11, 2016

**Chair Grau** asked whether there were any revisions to the notes from the July 11, 2016, Design and Landmarks Committee (DLC) meeting. **Member Lauren Loosveldt** asked whether former member Chip Addabbo's resignation from the DLC was official—**Associate Planner Brett Kelter** confirmed that it was. Hearing no further comments, **Chair Grau** called for a vote to approve the notes and they were approved unanimously.

**3.0 Information Items – None**

**4.0 Audience Participation**

**Bruce Polone** of Milwaukie introduced himself as an artist and stone carver for 35 years, who was involved a few years ago with installation of the City logo stamped into new sidewalk corners downtown. He is currently coordinating with the Riverfront Task Force and Parks and Recreation Board on using decorative cast-iron manhole covers. His interest in attending the meeting was to learn more about what the DLC is doing and to encourage installation of large cast-iron painted medallions and terrazzo-stone dogwood flower disks where there are opportunities for new public improvements downtown.

**Mr. Kelter** noted that the DLC is not an entity tasked with soliciting specific developments or initiating specific designs for development, so the group does not purchase or use specific elements like the ones Mr. Polone has described. However, as the DLC works to update the Downtown Design Guidelines (DDG), it is very helpful to be reminded of local examples of the types of features that are referenced in the DDG.

**5.0 Public Meetings – None**

**6.0 Worksession Items**

6.1 Downtown Design Guidelines (DDG) Update, cont. (Milwaukie Character)  
Staff Person: Brett Kelter, Associate Planner

**Mr. Kelter** re-opened the DDG Update process by reviewing the group's editing work from the July meeting. There were a few additional small adjustments suggested for DDG page 13 ("Promote Linkages to Horticultural Heritage").

For DDG page 14 ("Establish or Strengthen Gateways"), **Member Loosveldt** explained her perspective that the gateway concept currently described in the DDG is not one that fits her sense of the Downtown character, as it seems to emphasize separation more than inclusion and welcome. She suggested that some of the features Mr. Polone had described (e.g., concrete sidewalk stamps, cast-iron manhole covers, painted cast-iron medallions) might be more suitable gateway-type elements. The group agreed, and there was consensus for the suggestion to delete the entire guideline/page and ensure that the basic principles are sufficiently reflected in other guidelines (perhaps within the "Pedestrian Emphasis" category).

Regarding DDG page 15 ("Consider View Opportunities"), **Member Loosveldt** had several suggested adjustments to the language, which served to clarify the group's understanding that this guideline should focus on views from outside a building at the pedestrian level and not from within a building. There was a question about whether the current zoning code had any provisions or requirements for where garbage and recycling containers could be located downtown. **Mr. Kelter** noted that there are some limitations on such containers when placed in the public right-of-way.

With time running out on the evening's meeting, the group discussed the methodology for the ongoing DDG edits. **Mr. Kelter** noted the importance of allowing time to revisit the previous meeting's work, even though that takes away time from delving into the next batch of guidelines. There was some discussion of potentially extending the meeting time to two hours if needed, depending on the progress from month to month. The group expressed willingness to meet a little longer if needed and agreed to make a concerted effort to read through the next batch of guidelines in advance of the meeting, in hopes of moving more quickly through the material.

## 7.0 Other Business/Updates

**Mr. Kelter** offered a quick recap on the DLC update to City Council, which was held earlier that night. He noted that, in retrospect, it might have been more useful to have discussed the DLC 2016-17 Work Program at an earlier meeting rather than trying to review it with members via e-mail. He was not sure if the Council's discussion constituted any formal approval or informal blessing of the work program and promised to check. He also agreed to learn more and clarify the Mayor's suggestion that the DLC might coordinate with City staff on the effort to update or refresh some of the streetscape elements of the Downtown Public Area Requirements.

**Mr. Kelter** reported that Mayor Gamba had made two additional suggestions: (1) that the DLC should be involved with the design of the South Downtown plaza; and (2) that the committee might take a look at revamping the Historic Preservation Overlay section of the zoning code (Milwaukie Municipal Code Section 19.403), to reconsider what kind of review process is required for seismic upgrades, solar panel installation, and similar simple building alterations and repairs. He agreed to revise the group's 2016-17 work program with an eye to integrating some of these points.

## 8.0 Design and Landmarks Committee Discussion Items – None

## 9.0 Forecast for Future Meetings:

September 6 or 12, 2016 DDG revisions (Milwaukie Character, cont.) – Pages 16-19

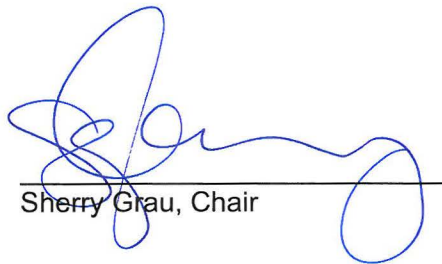
October 3, 2016 DDG revisions, (Pedestrian Element) – *specific guidelines TBD*

CITY OF MILWAUKIE DESIGN AND LANDMARKS COMMITTEE  
Notes from August 16, 2016  
Page 3

**Chair Grau** adjourned the meeting at approximately 8:15 p.m.

Respectfully submitted,

Brett Kelter, Associate Planner



Sherry Grau, Chair

