



## AGENDA

### MILWAUKIE DESIGN AND LANDMARKS COMMITTEE Monday, August 12, 2014, 6:30 PM

CITY HALL CONFERENCE ROOM  
10722 SE MAIN ST

- 1.0 Call to Order—Procedural Matters**
- 2.0 Meeting Notes—Motion Needed**
  - 2.1 January 29, 2014
  - 2.2 March 3, 2014
  - 2.3 April 7, 2014
  - 2.4 May 19, 2014
- 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: 2014/2015 DLC Work Program  
Presenters: Li Alligood, Senior Planner
- 7.0 Other Business/Updates**
  - 7.1 DLC Notebook Update Pages
- 8.0 Design and Landmark Committee Discussion Items—**This is an opportunity for comment or discussion for items not on the agenda.
- 9.0 Forecast for Future Meetings:**
  - August 19, 2014 1. Annual meeting with City Council
  - September 1, 2014 1. Labor Day – need to reschedule

## 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@ci.milwaukie.or.us](mailto:planning@ci.milwaukie.or.us). Thank You.
2. **DESIGN AND LANDMARK COMMITTEE MEETING MINUTES.** Approved DLC Minutes can be found on the City website at [www.cityofmilwaukie.org](http://www.cityofmilwaukie.org)
3. **CITY COUNCIL MINUTES** City Council Minutes can be found on the City website at [www.cityofmilwaukie.org](http://www.cityofmilwaukie.org)
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 Landmark 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:**

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

### **Planning Department Staff:**

Denny Egner, Planning Director  
Li Alligood, Senior Planner  
Brett Kelter, Associate Planner  
Vera Kolas, Associate Planner  
Marcia Hamley, Administrative Specialist II  
Alicia Martin, Administrative Specialist II

CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
NOTES  
Milwaukie Public Safety Building  
3200 SE Harrison St  
WEDNESDAY, JANUARY 29, 2014  
6:30 PM

**COMMITTEE MEMBERS PRESENT**

Greg Hemer, Chair  
Sherry Grau, Vice Chair  
Val Ballestrem  
James Fossen

**STAFF PRESENT**

Dennis Egnor, Planning Director  
Li Alligood, Associate Planner (DLC Liaison)

**MEMBERS ABSENT**

Becky Ives

**1.0 Call to Order – Procedural Matters**

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

**2.0 Design and Landmarks Committee Notes**

2.1 October 7, 2013

**DLC Member Val Ballestrem** moved to approve the **October 7, 2013**, meeting minutes as proposed. **DLC Member James Fossen** seconded the motion. The motion was approved unanimously.

2.2 October 23, 2013

**DLC Member Sherry Grau** moved to approve the **October 23, 2013**, meeting minutes as proposed. **DLC Member Ballestrem** seconded the motion. The motion was approved unanimously.

2.3 November 25, 2013

**DLC Member James Fossen** moved to approve the **November 25, 2013**, meeting minutes as proposed. **DLC Member Val Ballestrem** seconded the motion. The motion was approved unanimously.

41

42 **3.0 Information Items**

43 **Dennis Egner, Planning Director**, noted that staff would be returning to the DLC to review the  
44 Kellogg bicycle/pedestrian bridge lighting in order to provide a recommendation to the Planning  
45 Director. Planning Director review of the lighting plan was a condition of approval of land use file  
46 CSU-12-03.

47

48 **The Committee** discussed the original land use review and pedestrian bridge design.

49

50 **Li Alligood, Associate Planner**, introduced Mr. Egner, who had recently joined the City as the  
51 Planning Director. **Mr. Egner** provided an overview of his professional background. A new  
52 Associate Planner, Vera Koliass, had also joined the Planning Department.

53

54 **4.0 Audience Participation** –This is an opportunity for the public to comment on any item  
55 not on the agenda. There was none.

56

57 **5.0 Public Meetings** – None

58 **6.0 Worksession Items**

59 6.1 Summary: DLC Bylaws Update

60 Staff Person: Li Alligood, Associate Planner

61

62 **Chair Hemer** provided an overview of past discussions about the bylaws. The DLC had  
63 provided direction to staff regarding revisions to the bylaws, and the revised bylaws had been  
64 included in the packet.

65 **Ms. Alligood** provided an overview of the DLC's discussions about updating its bylaws. The  
66 Committee's adopted bylaws were sufficient but not ideal. **The Committee** had discussed the  
67 bylaws at its November meeting and provided direction regarding edits to the proposed draft  
68 bylaws. Ms. Alligood pointed out items that had been revised since the November discussion.

69 **Chair Hemer** led a discussion about the proposed revisions to the bylaws. **The Committee**  
70 determined which edits they wanted to retain.

71 **Ms. Alligood** noted that the next step would be to request that Council adopt the revised  
72 bylaws.

73 **Mr. Egner** suggested the group continue to consider goals for discussion with Council, and  
74 provided an overview of the Council's adopted goals for 2014.

75

76 **DLC Member Grau** moved to approve the revised bylaws as amended during the  
77 discussion. **DLC Member Ballestrem** seconded the motion. **The motion was approved**  
78 **unanimously.**

79

80 6.2 Summary: Officer Elections

81 Staff Person: Li Alligood, Associate Planner

82

83 **Ms. Alligood** noted that officer elections were conducted during the first meeting of the year.

84 **Chair Hemer** and **DLC Member Grau** stated that they would be willing to continue in the roles  
85 of Chair and Vice Chair.

86 **DLC Member Val Ballestrem** moved to reelect **Greg Hemer** as Chair and **Sherry Grau** as  
87 Vice Chair. **DLC Member** seconded the motion. **The motion was approved unanimously.**

88

## 89 **7.0 Other Business/Updates**

90 7.1 Joint DLC/PC meeting on February 11, 2014

91 **Ms. Alligood** noted that the Moving Forward Milwaukie project team hoped to provide an  
92 update at a joint meeting of the Planning Commission and Design and Landmarks Committee  
93 on February 11. The Planning Commission and DLC bylaws also stated that the groups should  
94 meet twice a year. **The Committee** agreed, although DLC Member Fossen was unavailable on  
95 that date.

96

97 7.2 DLC Notebook Update Pages

98 **Ms. Alligood** provided updated staff list for the DLC notebook.

99

## 100 **8.0 Design and Landmarks Committee Discussion Items**

101

## 102 **9.0 Forecast for Future Meetings:**

103 March 3, 2014 1. Worksession: Kellogg bicycle/pedestrian bridge lighting design

104            April 7, 2014            1. TBD

105

106

107 Meeting adjourned at approximately 7:30 p.m.

108

109

110

111

Respectfully submitted,

112

Li Alligood, Associate Planner

113

114

115

116

117

118 \_\_\_\_\_  
Sherry Grau, Chair

DRAFT

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

**COMMITTEE MEMBERS PRESENT**

Greg Hemer, Chair  
Sherry Grau, Vice Chair  
Val Ballestrem  
James Fossen  
Becky Ives

**STAFF PRESENT**

Denny Egner, Planning Director  
Ryan Marquardt, Senior Planner  
Stacy Bluhm, Light Rail Construction  
Manager

**MEMBERS ABSENT**

None

**1.0 Call to Order – Procedural Matters**

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

**2.0 Design and Landmarks Committee Notes - None**

**3.0 Information Items**

**Denny Egner, Planning Director**, noted that the next Moving Forward Milwaukie event was taking place on March 6.

**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 - None**

**6.0 Worksession Items**

6.1 Summary: Kellogg Pedestrian Bridge Lighting Plan

Staff Person: Ryan Marquardt, Senior Planner, and Amy Fandrich, TriMet

**Ryan Marquardt, Senior Planner**, presented an overview of the proposal via PowerPoint.

- This was a consultation about a specific condition of approval from the Kellogg Bridge condition of approval from 2011, rather than the more typical design review meeting.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

- The condition of approval from WG-11-01 related to the pedestrian bridge lighting were:  
"Prior to approval of development permits for the pedestrian bridge, the applicant or other authorized entity shall propose pedestrian scale lighting for the pedestrian bridge. The Planning Director shall consult with the DLC about the proposed lighting prior to approving any development permits for the pedestrian bridge.

- A. Propose energy-efficient and wildlife-friendly lighting, preferably LED lighting.
- B. Shield lights from shining directly into windows on residential properties."

- The focus of the consultation was a light concept for the pedestrian bridge. A Type I Design Review application would be required prior to installation of the lighting.

**Mr. Marquardt** reviewed the proposed lighting concept for compliance with the conditions of approval.

- Propose energy-efficient and wildlife-friendly lighting, preferably LED lighting.
  - The proposed lighting fixtures were energy-efficient LED fixtures. This condition was met.
  - The City did not have specific standards for lighting adjacent to natural resource areas, but did have standards related to light trespass onto adjacent properties, which was limited to 0.5 foot candles at the edge of parking lots. The submitted photometric studies showed that the light level on the walkway was 4-5 foot candles, and below 0.5 foot candles within the natural resource area.
- Shield lights from shining directly into windows on residential properties.
  - The applicant had proposed shielding for the light fixtures, and the photometric studies showed that the light level at the adjacent property was 0 foot candles. This condition was met.
- Staff was requesting DLC direction regarding the consistency of the lighting plan with the downtown design guidelines for lighting.

**Stacy Bluhm, Light Rail Construction Manager**, provided an overview of the funding for and design of the pedestrian bridge.

- There was \$1.4 million designated for the pedestrian bridge, but the cost estimates were \$2.4 million. Because of the lack of funding, the pedestrian bridge would be installed in



1 phases and the first phase would not include lighting. The idea was to plan for the  
2 lighting so it could be installed at a later date.

- 3 • The City would be paying for the lighting, but TriMet was willing to accommodate future  
4 lighting into the first phase of construction.

5

6 **The Committee** asked questions about the phasing of the pedestrian bridge, how the lighting  
7 would be integrated, how the bridge would be constructed, and how pedestrians would access  
8 the bridge.

9

10 **Amy Fandrich, TriMet**, introduced herself to the Committee and provided an overview of the  
11 lighting proposal.

- 12 • TriMet had considered a number of options for lighting on the pedestrian bridge,  
13 including a treatment similar to the jump span lighting. The pedestrian bridge didn't lend  
14 itself to the recessed lighting design for a number of reasons, including maintenance  
15 requirements and cost.
- 16 • TriMet's lighting engineers had proposed an alternative concept, which the Committee  
17 was reviewing tonight. The proposed lighting plan included fixtures that were attached to  
18 the bridge structure at regular intervals and were about 13 ft above the walking surface  
19 and addressed concerns about maintenance and vandalism.
- 20 • She reviewed the materials in the packet and described the various considerations  
21 reflected in the proposed lighting concept.

22

23 **The Committee** asked questions about the details of the light fixtures, including voltage, pole  
24 mounts, width of the poles, and the proposed shield.

25

26 **Ms. Fandrich** noted that the proposed concept was matte black in color, but other colors, such  
27 as dark bronze, were available. The proposed poles were square, and holes would be drilled in  
28 the bridge during construction to allow future installation of conduit and light fixtures.

29 **Ms. Bluhm** requested, at minimum, DLC input on the spacing of the light fixtures so the holes  
30 could be drilled during construction. This would not preclude future installation of light poles and  
31 fixtures.

32

1 **Ms. Fandrich** noted that the proposed lighting concept was fairly standard for walkways.  
2 Lighting on the hand rails would potentially glare into the natural areas. Footlights were good for  
3 stairs but did not provide enough light for safety.

4  
5 **Ms. Bluhm** noted that the Police Chief agreed that these options did not provide sufficient  
6 visibility and safety.

7  
8 **Chair Hemer** asked for clarification about what TriMet was proposing and requesting.

9  
10 **Ms. Fandrich** and **Ms. Bluhm** clarified that the poles would be attached to the pedestrian  
11 bridge, but the cord would need to be precut for the conduit. The size of the pole was not  
12 critical, but the spacing was critical. TriMet's proposal was to install the light poles on every 4<sup>th</sup>  
13 vertical rather than every 3<sup>rd</sup> vertical.

14  
15 **DLC Member Becky Ives** noted that the Committee had spent a great deal of time to establish  
16 the weathering steel finish of the rail and pedestrian bridge and had some concerns about the  
17 color of the light poles and fixtures, and the potential for contrast with the weathering steel  
18 finish.

19  
20 **Ms. Bluhm** noted that black was proposed because light poles throughout downtown were  
21 black, but the fixtures on the bridge could be a dark bronze or other finish.

22  
23 **Chair Hemer** asked if the light fixtures would impede or affect the planned public art beneath  
24 the Kellogg Bridge. **Ms. Bluhm** stated that they would not.

25  
26 **Ms. Ives** clarified that TriMet was looking for the DLC's direction regarding the placement of the  
27 lights and approval of the concept of overhead lighting.

28  
29 **Mr. Marquardt** noted that the project team was looking for a head nod from the DLC regarding  
30 the placement of the lights on every 4<sup>th</sup> vertical and the use of overhead lighting. The design of  
31 the poles and light fixtures could be finalized later in the process.

32  
33 **Chair Hemer** asked questions about the preference of the Department of Fish and Wildlife, the  
34 level of illumination being proposed, and how far the lighting concept could extend into Kronberg

1 Park. He was concerned about the impact of the lighting on the future restored Kellogg Creek  
2 and the pedestrian experience.

3

4 **Ms. Bluhm** and **Ms. Fandrich** responded to his questions and discussed regional and national  
5 lighting standards for pedestrian pathways.

6

7 **Chair Hemer** asked why the light fixtures did not alternate on either side of the bridge, and  
8 whether it was a cost consideration. **Mr. Marquardt** and **Ms. Bluhm** noted that the shielding  
9 would cut off the lighting more easily from the adjacent residences, and that it was more costly  
10 to run conduit on both sides of the bridge.

11 **DLC Member James Fossen** suggested that some of the light fixtures would be on or off at  
12 different times of the day to adjust for light levels. **Ms. Fandrich** noted that the light levels were  
13 consistent along the bridge with the proposed spacing.

14

15 **Chair Hemer** asked details about how the light fixtures would operate. **Ms. Fandrich** noted that  
16 those details would need to be worked out during the next level of design.

17

18 **Mr. Marquardt** noted that the DLC appeared to be supporting Option B, mounting to every 4<sup>th</sup>  
19 vertical, with the proposed illumination of 3 foot candles and a height of 13 ft above the bridge  
20 walkway surface.

21

22 **DLC Member Val Ballestrem** clarified that he understood that the details of the lighting would  
23 be reviewed later in the process.

24

25 **Chair Hemer** asked the Committee members to state their recommendation on Option B.

26

27 **Ms. Ives** stated that she supported the concept, but it was important that the fixture fit with the  
28 weathering steel finish of the bridge.

29

30 **Mr. Ballestrem** stated that he supported Option B, and agreed that the color of the fixtures was  
31 important. He felt that the option was reasonable and a financial possibility.

32

33 **DLC Member Sherry Grau** supported the proposal.

34

1 **DLC Member James Fossen** supported the proposal but hoped that there wouldn't be regret  
2 about not installing brighter lights in the future.

3

4 **Chair Hemer** supported the proposal, but stated that his impression had been that the DLC  
5 would be reviewing the design of the lights rather than the location of the lights. He felt that the  
6 bridge was being permitted without lighting and he felt duped.

7

8 **Ms. Bluhm** noted that the DLC had reviewed the bridge in 2011 and the lighting design had  
9 been prepared later.

10

11 **Chair Hemer** expressed frustration that the lighting would likely not be installed with the  
12 pedestrian bridge and disappointment with the final result.

13

## 14 **7.0 Other Business/Updates**

15 7.1 Farewell to DLC Member Becky Ives

16

17 **Chair Hemer** noted that **Ms. Ives** had served on the DLC for 8 years, and was finishing her  
18 second term.

19

20 **Ms. Ives** remembered some of the key projects she had worked on, including the Milwaukie  
21 High School expansion, North Main Village project, and Riverfront Park. She noted that local  
22 knowledge, such as that provided by former DLC member Patty Wisner, was very important to  
23 the DLC, as was access to the Milwaukie Museum.

24

25

26

27 7.2 Update on Riverfront Park

28

29 **Ms. Ives** asked about landscaping for Riverfront Park. **Mr. Egner** and **Mr. Marquardt** noted that  
30 there was some community support for retaining the existing redwood tree on the site, which  
31 would necessitate redesign of the planned park plaza and large restroom building.

32

## 33 **8.0 Design and Landmarks Committee Discussion Items**

34

1 **9.0 Forecast for Future Meetings:**

- 2 April 7, 2014 1. Riverfront Park after-action review  
3 May 5, 2014 1. TBD  
4  
5

6 Meeting adjourned at approximately 8:00 p.m.  
7  
8  
9

10 Respectfully submitted,

11 Li Alligood, Senior Planner  
12  
13  
14  
15

16 \_\_\_\_\_  
17 Sherry Grau, Chair

DRAFT

CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
MINUTES  
Milwaukie City Hall  
10722 SE Main St  
MONDAY, APRIL 7, 2014  
6:30 PM

**COMMITTEE MEMBERS PRESENT**

Greg Hemer, Chair  
Sherry Grau, Vice Chair  
Val Ballestrem  
James Fossen

**STAFF PRESENT**

Li Alligood, Associate Planner (DLC Liaison)  
Jason Rice, Engineering Director  
Vera Koliass, Associate Planner

**MEMBERS ABSENT**

None

**1.0 Call to Order – Procedural Matters\***

**Chair Hemer** called the meeting to order at 6:32 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 Notes**

2.1 February 11, 2014, Joint Meeting with Planning Commission

**DLC Member James Fossen** moved to approve the February 11, 2014, meeting minutes as proposed. **DLC Member Val Ballestrem** seconded the motion. The minutes were approved unanimously.

**3.0 Information Items**

**Li Alligood, Associate Planner**, noted that Senior Planner Ryan Marquardt was no longer with the city.

**Mr. Ballestrem** provided an update of the Moving Forward Milwaukie project.

39 **Chair Hemer** provided additional information about the Moving Forward Milwaukie opportunity  
40 site development process.

41

42 **4.0 Audience Participation** –This is an opportunity for the public to comment on any item  
43 not on the agenda. There was none.

44

45 **5.0 Public Meetings - None**

46

47 **6.0 Worksession Items**

48 6.1 Summary: Milwaukie Riverfront Park Phase II Detailed Design Review

49 Presenters: Vera Koliass, Associate Planner, and Jason Rice, Engineering  
50 Director

51

52 **Vera Koliass, Associate Planner**, provided an overview of Phase II of Riverfront Park via  
53 PowerPoint presentation. She noted that the decision for Riverfront Park (DR-09-01) included  
54 conditions of approval for requiring evaluation of detailed design elements by the DLC. The DLC  
55 was being asked to make a finding that the development plans for the small restroom and seat  
56 wall do not diminish the park's compliance with the Pedestrian Emphasis guidelines.

57

58 **Jason Rice, Engineering Director**, provided an overview of the project Phases. Phase I was  
59 Klein Point, which had been constructed in 2013. Phase II included bank grading and  
60 revegetation and walking path, relocation of the utility poles in the park, two parking areas, the  
61 boat ramp and dock, and a small bathroom. The redwood tree would remain until a decision had  
62 been made about whether to redesign the park plaza area to retain the tree.

63

64 **The Committee** discussed access to the park from McLoughlin Blvd.

65

66 **Ms. Koliass** provided an overview of the previous after-action reviews for Klein Point. Future  
67 after-action reviews would be required for the large restroom and plaza fountain. This review  
68 focused on the small restroom building and seat walls along the proposed path. She referred to  
69 Attachment 1 of the meeting packet. The seat walls were 18 inches tall and 18 inches wide; the  
70 small restroom would be located near the new dock.

71

72 **The Committee** discussed whether the park would have facilities for garbage and fish cleaning.  
73 **Mr. Rice** noted that the North Clackamas Parks and Recreation District would be maintaining  
74 and monitoring the park and would be considering where trash cans should be located. There  
75 was no fish cleaning station proposed.

76  
77 **The Committee** discussed the design and location of the seat walls and the design of the small  
78 restroom.

79  
80 **Ms. Kalias** noted that the design for the small restroom was the same design the DLC had  
81 reviewed in 2010. **Mr. Rice** noted that the elevation had been revised to remove the steps to  
82 because the original design had been approved before a survey had been done.

83  
84 **Mr. Ballestrem** noted that he understood that any significant changes to the design would  
85 require a new approval and didn't seem practical, although the design of the seat walls did look  
86 somewhat tomb-like.

87  
88 **Mr. Rice** noted that as project engineer, he felt a responsibility to make sure the final designs  
89 were as close as possible to the 70% plans reviewed by the public.

90  
91 **Mr. Fossen** asked if the seat walls could curve along with the pathway rather than being  
92 straight. **Mr. Rice** thought it would not be difficult to do.

93  
94 **Chair Hemer** asked what materials the seat wall would be. **Mr. Rice** stated that it was concrete.  
95 **Mr. Hemer** suggested that a basalt veneer could be affixed to the seat wall to tie into the  
96 surrounding materials. **Mr. Ballestrem** and **Ms. Grau** disagreed.

97  
98 **Chair Hemer** felt that the small restroom building and seat wall met the conditions of approval.

99  
100 **Ms. Grau** felt that the components met the condition of approval, and noted that the small  
101 bathroom would be a convenience for visitors.

102  
103 **Mr. Ballestrem** felt that the components met the conditions of approval. He had some concerns  
104 but they were outside of the scope of the current review.

105



106 **Mr. Fossen** felt that the components met the conditions of approval, and restated his  
107 suggestion that the seat wall be curved to follow path.

108

109 **Ms. Grau** moved to find that the DLC members agreed that the plans did not diminish the  
110 parks compliance with the Pedestrian Elements guidelines. **Mr. Ballestrem** seconded the  
111 motion. The motion was approved unanimously.

112

## 113 **7.0 Other Business/Updates**

114 7.1 May meeting

115

116 **Ms. Alligood** noted that there were no agenda items for the May 5 meeting and suggested the  
117 meeting be cancelled.

118

119 **The Committee** agreed to cancel the May 5 meeting.

120

## 121 **8.0 Design and Landmarks Committee Discussion Items**

122 **Mr. Hemer** noted that through the Moving Forward Milwaukie project there had been  
123 discussions about design standards for commercial development. He suggested that the DLC  
124 may be an appropriate group to take on the role of reviewing the design of new commercial  
125 development.

126

127 **Ms. Alligood** noted that the feedback the project team had received through Moving Forward  
128 Milwaukie was to streamline development options on the Murphy and McFarland sites.  
129 Discretionary design review added cost and uncertainty to the development process and it was  
130 unlikely that the outcome of the project would involve discretionary design review. The expertise  
131 of the DLC would be valuable in other aspects of the project.

132

## 133 **9.0 Forecast for Future Meetings:**

134 May 5, 2014 1. Cancelled

135

136 June 2, 2014 1. Worksession: 2013/2014 Work Program

137 2. Worksession: Revised DLC Bylaws

138

139 Meeting adjourned at approximately 7:45 p.m.

140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150

Respectfully submitted,  
  
Li Alligood, Senior Planner

---

Sherry Grau, Chair

DRAFT

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

**Milwaukie City Hall  
10722 SE Main St  
MONDAY, MAY 19, 2014  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Greg Hemer, Chair  
Sherry Grau, Vice Chair  
Val Ballestrem  
James Fossen

**STAFF PRESENT**

Li Alligood, Associate Planner (DLC Liaison)  
Brett Kelper, Associate Planner

**MEMBERS ABSENT**

None

**1.0 Call to Order – Procedural Matters**

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

**2.0 Design and Landmarks Committee Notes - None**

**3.0 Information Items**

**Chair Hemer** stated that he had been informed earlier in the day that he would be appointed to the Planning Commission on June 3. He felt confident that the remaining DLC members could carry the torch in his absence.

**Li Alligood, Associate Planner**, noted that with Chair Hemer's departure, the DLC now had two open positions, and encouraged members to share the word. She congratulated Chair Hemer on his appointment to the Planning Commission.

**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**

- 5.1 Summary: Moda Parking Lot Expansion  
Applicant/Owner: Moda Health  
Address: 10505 SE 17<sup>th</sup> Ave

41 File: DR-14-03

42 Staff Person: Brett Kelter, Associate Planner

43

44 **Chair Hemer** called the meeting to order and read the conduct of design review meeting format  
45 into the record.

46

47 **Brett Kelter, Associate Planner**, noted that Chair Hemer was sitting on the DLC to forward a  
48 recommendation to the Planning Commission and would be a member of the Planning  
49 Commission when the application came before that body. **Chair Hemer** stated that he would  
50 declare that situation at the Planning Commission hearing and allow the Commission to  
51 determine whether he should recuse himself. **Ms. Alligood** noted that staff could request  
52 guidance from the City Attorney.

53

54 **Mr. Kelter** provided an overview of the application and staff recommendation via PowerPoint  
55 presentation.

- 56
- 57 • The applicant proposed to expand the existing parking lot on the site.
  - 58 • Because the development was located within the Willamette Greenway Overlay WG and  
59 in the Downtown Office zone DO and Downtown Open Space DOS, the additions  
60 triggered Type III Willamette Greenway Review and Type III Downtown Design Review.  
61 Both applications required recommendations from the DLC to the Commission.
  - 62 • The applicant had also proposed to use a contemporary parking lot light, similar to that  
63 already existing, rather than the ornamental style recommended by the Downtown  
64 Design Guidelines.

64

65 **The Committee** asked questions about the application.

- 66
- 67 • There were regulations that addressed the issue of light spill into natural resource areas.
  - 68 • The off-street parking ratio was determined by the zoning ordinance; the applicant had  
69 requested approval to go over the maximum amount permitted.
  - 70 • Staff did not know how long the additional parking would accommodate the activity on  
71 the site; the applicant could provide additional information.

71

72 **Chair Hemer** called for applicant testimony.

73

74 **Jerry Offer, OTAK Incorporated, 808 SW 3<sup>rd</sup> Ave, Ste 300, Portland**, spoke on behalf of the  
75 applicant. He had worked on the original adaptive reuse of the building on the site. The  
76 applicant agreed with the criteria identified by Mr. Kelter and with his recommendation for  
77 approval. Mr. Offer felt that the application met the approval criteria.

- 78 • He pointed out the guideline related to parking lot lights and stated that the applicant  
79 would like to continue to use the style of parking lot lights currently located on the site.
- 80 • The applicant preferred to use the existing lights because they did a better job of  
81 reducing light pollution than the recommended light fixtures. The site was not visible  
82 from the river and he did not believe removing trees on site would impact views to or  
83 from the river.

84  
85 **DLC Member James Fossen** asked how long the expansion would serve the business. **Mr.**  
86 **Offer** said he was unable to project whether they would need more parking in the future. He  
87 noted that determining the amount of parking required for office uses was very difficult because  
88 different offices functioned differently. Moda did everything it could to encourage people to use  
89 alternative transportation but still required additional parking.

90  
91 **Chair Hemer** called for testimony in support of the application.

92  
93 **Gary Klein, 10795 SE Riverway Ln, Milwaukie**, stated his support for the application. He  
94 noted that the Moda building had previously be the Pendleton Woolen Mills building. He liked  
95 the current parking lot lighting because it did not spread the light as much as other fixtures. The  
96 trees provided screening. He stated that Moda had been excellent neighbors and partners to  
97 the Johnson Creek Watershed Council when they installed restoration plantings. He noted that  
98 the condominiums created more of a parking challenge than Moda.

99  
100 **Roger Forni, 10683 SE Riverway Ln, Milwaukie**, stated his support for the application. Moda  
101 had been a great neighbor. He and his son loved the lighting the way it was, and they wouldn't  
102 want them to do anything differently.

103  
104 **Chair Hemer** called for neutral testimony. There was none.

105  
106 **Chair Hemer** called for testimony in opposition to the application. There was none.

107

108 **Chair Hemer** called for additional comments from staff. **Mr. Kelper** noted that the Planning  
109 Commission hearing on the application was scheduled for June 10.

110

111 **Chair Hemer** called for additional questions from the Committee. There were none.

112

113 **Chair Hemer** called for applicant rebuttal. There was none.

114

115 **Chair Hemer** closed the public testimony portion of the meeting.

116

117 **The Committee** discussed the proposal.

- 118 • Agreed that continuing the use of the existing lighting fixtures was appropriate, as the  
119 site was not adjacent to downtown Milwaukie.  
120 • Felt that the application met the approval criteria.

121

122 **DLC Member Sherry Grau** moved to recommend approval of DR-14-03 and the  
123 recommended findings and conditions of approval. **DLC Member Fossen** seconded the  
124 motion. The motion was approved unanimously.

125

126 **6.0 Worksession Items - None**

127

128 **7.0 Other Business/Updates**

129 7.1 Officer Elections

130 **Ms. Alligood** noted that since Chair Hemer was being appointed to the Planning Commission,  
131 the Committee would need to elect a new Chair and Vice Chair.

132 **DLC Member Fossen** nominated **DLC Member Grau** for the position of Chair. **DLC**  
133 **Member Val Ballestrem** seconded the motion. The motion was approved unanimously.

134 **DLC Member Hemer** nominated **DLC Member Ballestrem** for the position of Vice Chair.  
135 **DLC Member Fossen** seconded the motion. The motion was approved unanimously.

136

137 7.2 June Meeting

138 **Ms. Alligood** noted that there were no agenda items scheduled for June 2, and suggested the  
139 **DLC** cancel the meeting. **The Committee** agreed.

140

141 **8.0 Design and Landmarks Committee Discussion Items - None**

142

143 **9.0 Forecast for Future Meetings:**

144 June 2, 2014 1. Cancelled

145 July 7, 2014 1. TBD

146

147

148 Meeting adjourned at approximately 8:33 p.m.

149

150

151

152

Respectfully submitted,

153

154

Li Alligood, Associate Planner

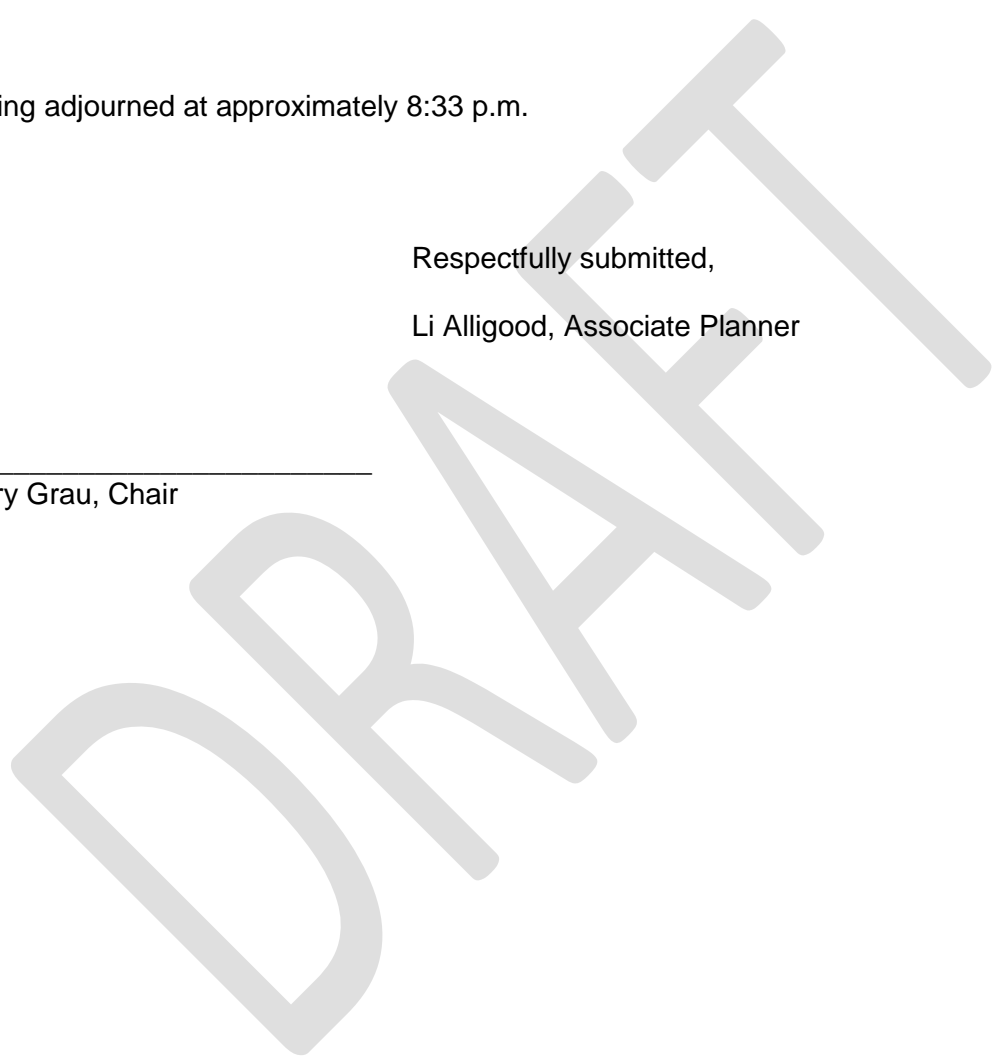
155

156

157

158

159 \_\_\_\_\_  
Sherry Grau, Chair





**To:** Design and Landmarks Committee  
**Through:** Dennis Egner, Planning Director  
**From:** Li Alligood, Senior Planner  
**Date:** August 5, 2014, for August 12, 2014, Worksession  
**Subject:** 2014-2015 Work Program

---

### **ACTION REQUESTED**

Review and comment on the draft Design and Landmarks Committee work program for 2014-15. The Committee is scheduled to meet with City Council to discuss this program on August 19, 2014. Since the DLC's last review of the work program in July 2014, two new members have been appointed to the Committee. This is an opportunity for those members to review and comment on the proposed work program.

### **BACKGROUND INFORMATION**

The City Council and Design and Landmarks Committee (DLC) meet annually to discuss the DLC's work program.

The DLC serves the City by reviewing and advising on matters of urban design, architecture, historic preservation, and compliance of projects in the downtown zones with the Downtown Design Guidelines, according to the provisions of the Comprehensive Plan and Zoning and Sign Ordinances. It does this by making recommendations to the Planning Commission regarding development in downtown Milwaukie, reviewing and recommending appropriate design guidelines and design review processes and procedures to the City Council. Planning staff works closely with the Committee to make progress in all of these areas.

Staff has revised the proposed work program based on feedback from the Committee at the July 7, 2014, meeting and a Comprehensive Plan amendment application Council is expected to initiate on August 5. The revisions are shown in Attachment 1 in ~~strikeout~~ (deletions) and underline (additions).

#### **A. History of Prior Actions and Discussions**

- **July 2014:** DLC discussed proposed work program



- **August 2013:** DLC met with Council to review the Committee's 2013-14 Work Program.
- **August 2012:** DLC met with Council to review the Committee's 2012-13 Work Program.
- **July 2011:** DLC met with Council to review the Committee's 2011-12 Work Program.
- **August 2009:** DLC met with Council to review the Committee's 2009-10 Work Program.
- **May 2007:** DLC met with Council to review the Committee's 2007-08 Work Program.

#### B. Staff Support of the Committee

The City's adopted budget includes limited staff time for support of the DLC. Staff support of the Committee includes scheduling and staffing monthly meetings, providing information about projects before the DLC, preparing materials for DLC meetings, providing public notice about those meetings, and drafting meeting minutes for DLC review and approval.

### ATTACHMENTS

Attachments are provided as indicated by the checked boxes. All material is available for viewing upon request.

	DLC Packet	Public Copies	E- Packet
1. Proposed 2014/15 Work Program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Key:

DLC Packet = paper materials provided to Design and Landmarks Committee 7 days prior to the meeting.

Public Copies = paper copies of the packet available for review at City facilities and at the Design and Landmarks Committee meeting.

E-Packet = packet materials available online at <http://www.milwaukieoregon.gov/planning/design-and-landmarks-committee-rescheduled-0>.

***Milwaukie Design and Landmarks Committee******2014/15 WORK PROGRAM Proposed - REVISED******For discussion August 12, 2014******Deletions in ~~strikeout~~, additions in underline.*****Accomplishments of 2013/14**

Between August 2013 and July 2014, the DLC met seven times and saw some turnover in membership. James Fossen was appointed to the committee on December 3, 2013. Becky Ives' term ended in March 2014, and Greg Hemer was appointed to the Planning Commission in June 2013. The Committee currently has two vacancies. Two new members, Adam Argo and Scott Jones, were appointed to the Committee on August 5.

During the past year, the Committee has conducted two design review meetings; reviewed and recommended revisions to the DLC bylaws; provided after action review of Riverfront Park Phase II, stayed abreast of State requirements related to elections law and ethics; and reviewed the design of the Kellogg bike/pedestrian bridge lighting.

**Work Program for 2014/15**

The following is a summary of the projected DLC activities for 2014/15:

1. 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. Anticipated proposals for the coming year include:
  - Potential new building(s) or exterior renovations
2. 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. Anticipated proposals to be reviewed in the coming year include:
  - Riverfront Park restroom and fountain
3. Historic Resources. Review Historic Landmark alteration or demolition and advise the Planning Commission on applications when City approval is required by Code. There are no known proposals in the coming year.

The Committee has expressed interest in updating the City's historic resource inventory and determination of eligibility procedures, and establishing Milwaukie as a Certified Local Government (CLG). As in years past, staff is supportive of this project; it is a key component of an inactive project to update the City's

outdated historic preservation ordinance. However, activating this project would have significant impacts on staff workload. If Council directs staff to include this project in the work plan for future years, staff would likely be able to address it in 2015/16.

4. Code Revision Projects. Participate in and advise Planning staff and Planning Commission on code revisions relating to community design. Anticipated projects in the Planning Department work program for the coming year include:
  - 21<sup>st</sup> Avenue Extension – Comprehensive Plan amendment related to the removal of the planned 21<sup>st</sup> Avenue Extension north of Harrison St from the Downtown and Riverfront Land Use Framework Plan; Public Area Requirements; and Public Works Standards.
  - Moving Forward Milwaukie (MFM) - Comprehensive Plan and code amendments related to design standards and design review in downtown and central Milwaukie, as well as the “neighborhood main streets” of 32<sup>nd</sup> and 42<sup>nd</sup> avenues.
5. Committee Training. Continue to develop the group’s understanding of the particular design elements that make Milwaukie unique; deepen the group’s knowledge of the land use review process; and stay up to date on State statutes regarding land use law and ethics for public officials.
- 6- Public Education. Create resources that help the general public and potential developers understand the city’s history and key design elements. ~~Current ideas include:~~
  - ~~Establish a relationship with the Historic Milwaukie NDA and other groups working in downtown Milwaukie~~
  - ~~Downtown walking tour~~