



AGENDA

MILWAUKIE PLANNING COMMISSION

and

CITY COUNCIL JOINT SESSION

Tuesday, September 23, 2014, 6:30 PM

**MILWAUKIE CITY HALL
10722 SE MAIN STREET**

- 1.0 Call to Order – Planning Commission & City Council**
- 2.0 Introductions**
 - 2.1 Planning Commission
 - 2.2 City Council
 - 2.3 Moving Forward Milwaukie Project Advisory Committee
 - 2.4 Design and Landmarks Committee
- 3.0 Joint Session**
 - 3.1 Urban Design Presentation by Matt Arnold of SERA Architects
 - 3.2 Group Discussion
- 4.0 Adjournment**

Milwaukie Planning Commission Statement

The Planning Commission serves as an advisory body to, and a resource for, the City Council in land use matters. In this capacity, the mission of the Planning Commission is to articulate the Community's values and commitment to socially and environmentally responsible uses of its resources as reflected in the Comprehensive Plan

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. Thank You.
2. **PLANNING COMMISSION MINUTES.** Approved PC Minutes can be found on the City website at www.cityofmilwaukie.org
3. **CITY COUNCIL MINUTES** City Council Minutes can be found on the City website at 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.
5. **TIME LIMIT POLICY.** The Commission intends to end each meeting by 10:00pm. The Planning Commission will pause discussion of agenda items at 9:45pm to discuss whether to continue the agenda item to a future date or finish the agenda item.

Public Hearing 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 Commissioners.

1. **STAFF REPORT.** Each hearing 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 recommended decision with reasons for that recommendation.
2. **CORRESPONDENCE.** Staff will report any verbal or written correspondence that has been received since the Commission 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 COMMISSIONERS.** The commission 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 commission will take rebuttal testimony from the applicant.
9. **CLOSING OF PUBLIC HEARING.** The Chairperson will close the public portion of the hearing. The Commission will then enter into deliberation. From this point in the hearing the Commission will not receive any additional testimony from the audience, but may ask questions of anyone who has testified.
10. **COMMISSION DISCUSSION AND ACTION.** It is the Commission's intention to make a decision this evening on each issue on the agenda. Planning Commission decisions may be appealed to the City Council. If you wish to appeal a decision, please contact the Planning Department for information on the procedures and fees involved.
11. **MEETING CONTINUANCE.** Prior to the close of the first public hearing, *any person* may request an opportunity to present additional information at another time. If there is such a request, the Planning Commission will either continue the public hearing to a date certain, or leave the record open for at least seven days for additional written evidence, argument, or testimony. The Planning Commission may ask the applicant to consider granting an extension of the 120-day time period for making a decision if a delay in making a decision could impact the ability of the City to take final action on the application, including resolution of all local appeals.

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 Planning Commission:

Sine Bone, Chair
Wilda Parks, Vice Chair
Shannah Anderson
Scott Barbur
Greg Hemer
Shaun Lowcock
Gabe Storm

Milwaukie City Council:

Jeremy Ferguson, Mayor
Scott Churchill
David Hedges
Mark Gamba
Mike Miller

Planning Department Staff:

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



Memorandum

To: Milwaukie City Council
Planning Commission

From: Steve Butler, Community Development Director
Denny Egner, Planning Director
Li Alligood, Senior Planner

Date: September 16, 2014 for the September 23, 2014 meeting

Re: Moving Forward Milwaukie Joint Session – Presentation and Discussion

We are pleased to announce that the State Department of Land Conservation and Development has provided the City of Milwaukie with a small outreach grant to fund a presentation on the principles of downtown urban design. We have taken this opportunity to schedule a joint session for the City Council and Planning Commission and have also invited the Moving Forward Milwaukie Project Advisory Committee and the Design and Landmarks Committee. The session is scheduled September 23, 2014, at 6:30 PM in the Milwaukie City Council Chambers. This is the regular meeting time for the Planning Commission so the session will be televised and recorded.

I. Presentation

Matt Arnold, Urban Design and Planning Director for SERA Architects in Portland, will attend and present a slide show on urban design principles. Mr. Arnold's presentation is intended to give the workshop participants a common language and understanding of the principles behind the development and design standards that are used to create pedestrian-friendly downtowns. Following the presentation, the Council, Commission, and the committees will have the opportunity to engage in a discussion about urban design and how urban design principles can be applied to the downtown zoning district consolidation that is being proposed as part of the Moving Forward Milwaukie project.

The topics that Mr. Arnold has been asked to address include many of the zoning (specifically development and design) standards that need to be tackled as we merge four downtown zones into a single zone. A general outline of topics is listed below:

- A. Pedestrian-oriented retail storefronts
- Building placement, setback, and frontage requirements – creating the street wall
 - Storefront window size, spacing, and placement – permeability, rhythm
 - Entryway design and spacing

- Enclosure: creating an “outdoor room” – ratio of height to street width
 - Weather protection
 - Signage
- B. Mixed use/downtown residential design
- Differences between vertical mixed use, rowhouses, and live/work units
 - Entry placement
 - Open space and landscaping
- C. Building design
- Buildings with a base, middle, and top
 - Roof and cornice
 - Quality and type of materials
 - Rhythm and harmony
 - Complementary building design
- D. The elements that make up a quality pedestrian-oriented streetscape
- Sidewalk width
 - Street furniture
 - Corner treatment
 - Street trees – enclosure
 - Lighting
- E. Enhancing identity through design
- Quality of design and details
 - Creating a street wall
 - Gateways
 - Building features at corners

II. Discussion

Following a question and answer session with Mr. Arnold, meeting participants will have an opportunity to engage in a discussion about urban design and the Moving Forward Milwaukie project. Discussion questions include:

- A. Do the urban design principles that have been presented make sense for downtown Milwaukie? Do these principles also apply to Central Milwaukie and the 32nd and 42nd Avenue commercial districts?
- B. What elements do you feel are the most important for creating a pedestrian-oriented downtown?
- C. Are there special concerns or issues that need to be addressed for residential projects in the downtown? What differences do we want to see between mixed-use multifamily, live/work units, and rowhouse development?
- D. What are the most important elements of a pedestrian-oriented streetscape?
- E. What other issues need to be addressed to ensure that we have a pedestrian-oriented downtown?

To assist in your preparation for the meeting, you may wish to review the various polls and surveys that have been done as part of the Moving Forward Milwaukie project. These can be found at: <http://www.milwaukieoregon.gov/planning/community-involvement-and-outreach-0>.