



AGENDA

MILWAUKIE DESIGN AND LANDMARKS COMMITTEE

Monday, May 2, 2016, 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 April 11, 2016
- 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—**Public meetings will follow the procedure listed on reverse
- 6.0 Worksession Items**
 - 6.1 Summary: Downtown Design Guidelines Update, Session 3 (Milwaukie Character, cont.)
Presenter: Brett Kelter, Associate Planner
- 7.0 Other Business/Updates**
- 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:**
 - June 6, 2016 1. Downtown Design Guidelines Update, Session 4
 - July 5 or 11, 2016 1. Downtown Design Guidelines Update, Session 5 (*July 4 is holiday*)

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. Thank You.
2. **DESIGN AND LANDMARK COMMITTEE MEETING MINUTES.** Approved DLC 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.

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
James Fossen, Vice Chair
Chip Addabbo
Scott Jones
Lauren Loosveldt

Planning Department Staff:

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

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

**Milwaukie City Hall
10722 SE Main St
Monday, April 11, 2016
6:30 PM**

COMMITTEE MEMBERS PRESENT

Sherry Grau, Chair
James Fossen, Vice Chair
Scott Jones
Lauren Loosveldt (not yet officially appointed to DLC)

STAFF PRESENT

Brett Kelter, Associate Planner (DLC Liaison)

MEMBERS ABSENT

Chip Addabbo

1.0 Call to Order – Procedural Matters

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

2.0 Design and Landmarks Committee Notes

2.1 February 1, 2016

2.2 March 7, 2016

Chair Sherry Grau called for any revisions to the notes from the February 1, 2016, and March 7, 2016, DLC meetings. Hearing none, she called for a vote to approve both sets of notes. The members present voted unanimously to approve both sets of notes.

3.0 Information Items – Associate Planner Brett Kelter distributed a hard copy of the flyer he had e-mailed to the group earlier about an upcoming meeting for wayfinding signs downtown. He also distributed packets with update pages for the members' code reference binders.

4.0 Audience Participation – None

5.0 Public Meetings – None

6.0 Worksession Items

6.1 Downtown Design Guidelines (DDG) Update, Part 1, cont. (Milwaukie Character)
Staff Person: Brett Kelter, Associate Planner

Mr. Kelter re-opened the DDG-update discussion, referring to the questions provided in the staff report as a guide.

Regarding the issue of quality of the various images in the DDG, a note was made of the need to improve the image resolution in general. **Mr. Kelter** indicated that the issue of resolution quality could be addressed with any new images. In response to a question about who would take any new photos, he indicated that was not yet clear but suggested that Jordan Imlah (the City's new Information Specialist) might handle that task. It was noted that the image on the bottom of DDG page 12 ("Integrate Art") could probably be replaced with one of the pond at

Scott Park (behind the Ledding Library). In addition, there was a suggestion to add a “Recommended” bullet point related to strengthening environmental features and context.

The remainder of the DDG discussion was centered on the “Integrate Art” guideline (DDG page 20). The group reviewed the lists of “Recommended” and “Not Recommended” points and debated the merits of the language involving “professional” versus “amateur” art. The group expressed a general interest in having the guideline emphasize that public art is encouraged in Milwaukie, with thoughtful design, long-lasting construction, and a preference for avoiding “brand” advertising. **Mr. Kelter** agreed to reflect the various suggestions in a marked-up version of the “Integrate Art” guideline, to be presented to the group at the next meeting.

The group discussed the general approach to the ongoing DDG revision project and indicated a preference for pre-determining one or two guidelines to focus on at the May meeting in order to better prepare for the discussion. **Mr. Kelter** suggested working on the first two guidelines of the “Milwaukie Character” section (“Reinforce Milwaukie’s Sense of Place” and “Integrate the Environment”) and the group agreed. He acknowledged that it might be just as well to take a little more time for the group to figure out a workable method for discussing the various guidelines, in order to be better able to work more quickly through all five categories by the end of the year.

The group indicated a desire to look at an overall schedule and timeline for the DDG revision effort at the next meeting.

7.0 Other Business/Updates – Chair Grau indicated that her work schedule would not allow her to attend the next DLC meeting if held on May 2 as scheduled. **Mr. Kelter** agreed to poll the group members to determine whether May 2 or May 9 would be the most workable date for all.

8.0 Design and Landmarks Committee Discussion Items – None

9.0 Forecast for Future Meetings:

June 6, 2016	Milwaukie Character (cont.) – <i>specific guidelines TBD</i>
July 5 or 11, 2016	Milwaukie Character (cont.) – <i>specific guidelines TBD</i>

The informal discussion adjourned at approximately 7:55 p.m.

Respectfully submitted,

Brett Kelter, Associate Planner

Sherry Grau, Chair



To: Design and Landmarks Committee
Through: Dennis Egner, Planning Director
From: Brett Kelter, Associate Planner
Date: April 25, 2016, for May 2, 2016, Worksession
Subject: Downtown Design Guidelines Update – Session 3

ACTION REQUESTED

None. This report is preparation for the Committee's ongoing worksession efforts to update the Downtown Design Guidelines (DDG) document.

BACKGROUND INFORMATION

A. History of Prior Actions and Discussions

- **April 11, 2016:** Continued discussion of Milwaukie Character element in DDG.
- **March 7, 2016:** Informal discussion by a non-quorum of members, focused on the overall DDG update project and the Milwaukie Character guideline in particular.
- **February 1, 2016:** Staff discussed the DDG update project with the Committee and proposed a multi-part process for the next 5 or 6 months.
- **August 3, 2015:** The Committee discussed and finalized the proposed 2015-2016 DLC Work Program, including the item concerning a DDG update.

MILWAUKIE CHARACTER ELEMENT

At the April 11 meeting, where the discussion wandered a bit before centering itself on the "Integrate Art" guideline, the group expressed interest in focusing the upcoming meeting on one or two other guidelines designated in advance. Staff has suggested the first two guidelines in that section:

- Reinforce Milwaukie's Sense of Place (page 11)
- Integrate the Environment (p. 12)

The DDG is intended to provide guidance to would-be developers in downtown Milwaukie, to give them a better idea of the kinds of concepts and features that will make their projects more approvable in the discretionary design review process. The group should focus on identifying passages within the descriptive text and recommendation lists that could be revised to be more clearly descriptive of the various guidelines. Likewise, some of the accompanying images may be candidates for replacement by others that are more illustrative of the desired effects (such as photos of local features that provide a better representation of the Milwaukie scale and context).

See Attachment 1 for a summary mark-up of the group's work on the "Integrate Art" guideline from the April 11 meeting.

Reinforce Milwaukie's Sense of Place

For the "sense of place" element, it is particularly challenging to find the right balance between the community's history and the evolving vision of the future. It may be that the descriptive text for this guideline could be pared back to summarize the essential historical background and leave room for elaboration on other aspects of the community's uniqueness. Perhaps the group can line out and discuss some of the unique characteristics of Milwaukie, considering things like geography in relation to Portland and the larger Metro region, natural amenities, transportation connections, neighborhood character, community scale, etc.

Once again, the definition of "Milwaukie Character" developed by the Committee in 2010 may offer some points for reaction and discussion by the group:

"Milwaukie is a historic, family-oriented small town with a wealth of natural and cultural features. It is the gateway between Portland and rural Clackamas County, and shares amenities with each. The historic downtown is compact, pedestrian-friendly, and people-oriented. An eclectic collection of architectural styles reflect periods of prosperity, and the numerous brick, stone, stucco, and wood buildings reflect the local materials. The city's streams, springs, and lakes are its defining landscape features, as is its location on the Willamette River. The residents enjoy access to nature and the numerous green spaces in the downtown area. The community is proud of its history and excited about its future, and has high expectations for the quality and design of new development in downtown Milwaukie."

Group members may also consider listing their own bullet points of the community aspects that drew them to Milwaukie and make it a desirable place to live.

Integrate the Environment

Besides the various water bodies mentioned in the descriptive text, are there any other natural features in the downtown area that warrant some mention? Johnson Creek? Dogwood trees? Trees in general? Views of the Willamette River? Open spaces? Stormwater treatment features?

Are there images you think are particularly illustrative of successful environmental integration in or near Milwaukie? Riverfront Park? Scott Park? Others?

ATTACHMENTS

1. Mark-up of "Integrate Art" guideline (*from April 11 meeting*)

Note: E-Packet materials will be available online at <http://www.milwaukieoregon.gov/planning/design-and-landmarks-committee-56>.

Attachment 1

Milwaukie Character

Milwaukie Downtown Design Guidelines

Integrate Art**Guideline**

The City of Milwaukie encourages public art. Public art should be used sparingly. It should not overwhelm outdoor spaces or render buildings mere backdrops. When used, public art should be integrated into the design of the building or public open space.

Description

Public art pieces can both be large scale and bring focus to an outdoor space or can be of a small scale and bring detail and delight to the ground floor of a building or low wall. Three dimensional sculpture, murals or other art forms are appropriate only when well-designed.

Surface art work painted or attached to a wall, if executed well, can add interest, whimsy and spice to large blank walls. Sometimes murals created as community art projects to promote a special use or activity can be executed poorly, are not durable, and can compete with buildings and the streetscape. Art work, to be deemed appropriate, should be permanent and designed to age well.

Recommended

- Artwork designed specifically for and integrated into the building or site.
- ~~Professionally designed~~ Designed by a qualified artist.
- Durable, safe, low maintenance materials that are vandal-resistant.

Not Recommended

- ~~Amateur art projects.~~
- Artwork used as brand advertising.
- Subjects and themes that may offend, incite, or embarrass the community or individuals of Milwaukie.



Recommended: Public art that adds interest to otherwise blank walls at pedestrian level (SW Yamhill and 5th, Portland)



Recommended: Murals that enhance blank walls (SW Alder and 10th, Portland)



Recommended: Environmental art (Ann Arbor, MI)