



## AGENDA

### MILWAUKIE DESIGN AND LANDMARKS COMMITTEE Monday, July 11, 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 June 7, 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 5 (Milwaukie Character, cont.)  
Presenters: Brett Kelter, Associate Planner
- 7.0 **Other Business/Updates**
  - 7.1 DLC Notebook Supplemental Pages Update
- 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 16, 2016
    - 1. Joint Session with City Council
    - 2. Downtown Design Guidelines Update, Session 6
  - September 2016
    - 1. Date TBD (Sept. 6? Sept. 12?)

### 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  
James Fossen, Vice Chair  
Chip Addabbo  
Scott Jones  
Lauren Loosveldt

#### **Planning Department Staff:**

Denny Egner, Planning Director  
David Levitan, Senior Planner  
Brett Kever, Associate Planner  
Vera Koliass, Associate Planner  
Alicia Martin, Administrative Specialist II  
Avery Pickard, Administrative Specialist II

**CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
NOTES  
Milwaukie City Hall  
10722 SE Main St  
Tuesday, June 7, 2016  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Sherry Grau, Chair  
James Fossen, Vice Chair  
Lauren Loosveldt  
Scott Jones

**STAFF PRESENT**

Brett Kelper, Associate Planner (staff liaison)

**MEMBERS ABSENT**

Chip Addabbo

**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 May 2, 2016

**Vice Chair Fossen** asked whether there were any revisions to the notes from the May 2, 2016, Design and Landmarks Committee (DLC) meeting. Hearing none, she called for a vote to approve the notes, which were approved unanimously.

**3.0 Information Items – None**

**4.0 Audience Participation – None**

**5.0 Public Meetings – None**

**6.0 Worksession Items**

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

**Associate Planner Brett Kelper** re-opened the ongoing DDG-update with a review of the editing work the group had done at the May meeting. **Member Lauren Loosveldt** made a suggestion related to the capitalization of “Downtown” and opened a group discussion about adding to the amended text on DDG page 11 (“Reinforce Milwaukie’s Sense of Place”). Central points of agreement included acknowledging and promoting the walkability and pedestrian connections of Downtown, as well as Downtown being a place where certain things happen (education, commerce, recreation, worship, transportation connections). **Mr. Kelper** noted a number of ideas for further developing the text on DDG page 11.

Regarding the “Integrate the Environment” guideline (DDG page 12), the group confirmed that the guideline itself did not need any adjustment and then made various suggested edits. Points of agreement included: (1) broadening some of the language to address “natural assets” or “natural areas” in general instead of “water features” specifically, (2) de-emphasizing full-blown public access as a consideration for new private development in favor of semi-public access (in

the form of features like the interior courtyard area at North Main Village), (3) encouraging creative stormwater treatment features, and (4) promoting wildlife habitat.

For the “Promote Linkages to Horticultural Heritage” guideline (DDG page 13), the group agreed that the guideline itself should be adjusted to include the phrase “horticultural heritage” instead of addressing “beautiful green spaces” in general. Several additional “Recommended” points were developed to further clarify the intent of the guideline, with no revisions proposed to the “Not Recommended” points.

Finally, a quick look at the “Establish or Strengthen Gateways” guideline (DDG page 14) prompted the group to agree that little would be lost by deleting this guideline altogether or incorporating its key points elsewhere in the DDG.

**7.0 Other Business/Updates – Mr. Kelter** noted that August 16 is the scheduled date for the annual DLC update to City Council at the Council worksession. Given that the update is usually a relatively short check-in, he wondered whether it might be most efficient to combine the August DLC meeting with the August 16 update rather than meeting twice that month. The group agreed to cancel the August 1 meeting and to reconvene for its regular meeting instead on August 16 after the Council update.

**8.0 Design and Landmarks Committee Discussion Items – None**

**9.0 Forecast for Future Meetings:**

July 11, 2016	DDG revisions (Milwaukie Character, cont.) – <i>specific guidelines TBD</i>
August 16, 2016	Council update and DDG revisions (Milwaukie Character, cont.) – <i>specific guidelines TBD</i>

**Chair Grau** adjourned the meeting at approximately 8:10 p.m.

Respectfully submitted,

Brett Kelter, Associate Planner

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Sherry Grau, Chair



# MILWAUKIE

*Dogwood City of the West*

**To:** Design and Landmarks Committee

**Through:** Dennis Egner, Planning Director

**From:** Brett Kelper, Associate Planner

**Date:** July 1, 2016, for July 11, 2016, Worksession

**Subject:** Downtown Design Guidelines Update – Session 5

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## ACTION REQUESTED

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

## BACKGROUND INFORMATION

### History of Prior Actions and Discussions

- **Winter/Spring 2016:** Ongoing discussion of Milwaukie Character element in the DDG.
- **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 June 7 meeting, the group reviewed its work from the May 2 meeting regarding proposed edits to DDG pages 10 ("Intent") and 11 (the "Reinforce Milwaukie's Sense of Place" guideline). A few additional revisions were suggested, including ideas for expanding the text on page 11. The discussion then shifted to DDG pages 12 and 13 (the "Integrate the Environment" and "Promote Linkages to Horticultural Heritage" guidelines, respectively,) with a number of clarifying edits proposed. All of the suggested revisions are reflected in Attachment 1, with two versions of each—one showing the ~~strikeout~~ and underline changes and the other a "clean" version incorporating the changes. In particular, be prepared to give feedback on the new text on page 11.

With respect to the "Establish or Strengthen Gateways" guideline (DDG page 14), the group suggested that it might be deleted altogether or perhaps incorporated into another guideline. Upon reflection, staff suggests the group consider this item further, thinking about it in the context of gateways between public and private spaces rather than that of gateways at

entrances to town. The discussion may not yield a different result, but it seems prudent to devote a little more time to it than was available at the end of the last meeting.

We will begin the July 11 meeting with a brief review of the proposed revisions from the June meeting before turning our focus to the next three guidelines (see Attachment 2 for copies of these pages for use at the meeting):

- Consider View Opportunities (page 15)
- Consider Context (page 16)
- Promote Architectural Compatibility (page 17)

## **ATTACHMENTS**

1. Proposed revisions to various guidelines, strikeout and clean versions (*from June 7 meeting*):
  - Page 11 = “Reinforce Milwaukie’s Sense of Place”
  - Page 12 = “Integrate the Environment”
  - Page 13 = “Promote Linkages to Horticultural Heritage”
  - Page 14 = “Establish or Strengthen Gateways”
2. Mark-up copies of DDG pages 15, 16, and 17 (*for use at July 11 meeting*)
  - Page 15 = “Consider View Opportunities”
  - Page 16 = “Consider Context”
  - Page 17 = “Promote Architectural Compatibility”

Note: E-Packet materials will be available online at <http://www.milwaukieoregon.gov/planning/design-and-landmarks-committee-58>.

## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Reinforce Milwaukie's Sense of Place

#### Guideline

*Strengthen the qualities and characteristics that make Milwaukie a unique place.*

#### Description

Milwaukie is defined in part by its relationship to Portland. The city takes pride in being an entity that is distinct from its larger neighbor to the north—it is not just another Portland neighborhood. It has its own character, its own local government, and its own neighborhoods.

In particular, Downtown is a place where a variety of core community activities take place within a relatively compact footprint—commerce, education, recreation, worship, and transportation, to name a few key functions. Downtown reflects the nature of Milwaukie as a whole; it is a place that is friendly, safe, open, inviting, and genuine.

~~And yet~~ At the same time, Milwaukie's proximity to Portland, with the variety of transportation connections that have developed over time, is one of the features that makes it a particularly attractive community for long-time residents and newcomers alike. Milwaukians can be close to the bigger city and take advantage of its amenities while enjoying the advantages of life in a smaller community.

These existing qualities are important ones that future development can build upon to maintain a unique sense of place.

#### Recommended

- Strengthen and build upon existing pedestrian connections.
- Enhance or reference natural features.
- Small-town urban character.

#### Not Recommended

- Downtown development that has a “themed historic” appearance.
- Overscaled, monotonous, and non-descript development projects.
- Security or privatization measures that physically segregate community members through high-security gates and fences or window bars.

(Current images to be deleted and replaced with new.)

- Development that is universal or generic, which could apply anywhere, whether in downtown Milwaukie, an airport terminal, or a shopping mall.

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## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Integrate the Environment

#### Guideline

*Building design should build upon environmental assets.*

#### Description

All new development should ~~capitalize upon~~ reflect its proximity to the Willamette River, Scott Lake, Kellogg and Spring Creeks, and other natural assets that make Downtown Milwaukie unique. Building designs should ~~feature~~ respect and acknowledge these environmental assets. Adjacent development should provide graceful transitions and use compatible materials, forms, and colors that are harmonious and complementary with these assets.

#### Recommended

- Active and passive gathering areas and walkways oriented toward ~~water elements~~ natural assets.
- Consider integration of semi-public access, such as greenways, courtyards, and seating areas.
- Use n~~n~~atural and/or man-made elements to engaging~~ing~~ water edges.
- Create p~~l~~aces where~~that~~ allow people to ean~~an~~ directly see, touch, and hear the water.
- Utilize the environment to improve transitions between commercial areas and natural areas.
- Strengthen or emphasize environmental features and context.
- Consider utilizing thoughtful and creative stormwater features.
- Promote wildlife habitat: consider bird- and bee-friendly plantings.

#### Not Recommended

- Elements that may adversely affect water quality, wildlife habitat, or visual quality of natural waterways or vegetation.
- Parking, loading or service areas adjacent to water elements or open space.
- ~~Brightly colored buildings and site elements that clash with the natural colors of the environment that surrounds them.~~



Recommended: Public gathering areas engaging streams and ponds  
(Denver, CO)



Recommended: Development facing waterways (Boulder, CO)



Recommended: Public access oriented to natural features  
(Boulder, CO)

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## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Promote Linkages to Horticultural Heritage

#### Guideline

*Celebrate Milwaukie's horticultural heritage of beautiful green spaces.*

#### Description

Milwaukie, the “Dogwood City of the West,” has a celebrated history of horticultural innovation and beauty. Development that includes courts, plazas, or other open spaces should include gardens, planting areas, and specimen plantings that promote the City’s horticultural heritage.

#### Recommended

- Use of dogwoods, cherry, and other flowering, ornamental trees.
- Intentionally and thoughtfully ~~Formally~~ planted, ~~manicured courtyards and squares~~ green spaces.
- Promote connections and extensions of adjacent existing green spaces and pathways.
- Consider native and drought-tolerant plantings, with a variety of deciduous and evergreens.

#### Not Recommended

- Large expanses of paved plazas, parking lots, or other paved areas.
- Expansive monocultural plantings of turf, groundcover, bark dust, or other mulching material.



Recommended: Ornamental flowering trees (McCall Waterfront Park, Portland)



Recommended: Manicured, landscaped gardens and courtyards (Washington Park, Portland)

## Milwaukie Character

Milwaukie Downtown Design Guidelines

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## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Establish or Strengthen Gateways

#### Guideline

*Projects should use arches, pylons, arbors or other transitions to mark special or primary entries and/or borders between public and private spaces.*

#### Description

Gateways may be used to celebrate access points into private development parcels while clearly indicating the transition between the public and private realm. Gateways should be neither fortress-like nor intimidating. They may occur at entries to courtyards, along walkways, stairs, or pedestrian pathways. Safety should also be a concern.

#### Recommended

- Gated internal courtyards on high density residential projects.
- Gateways used to separate and indicate transitions from public to private spaces.
- Gateways used to indicate change or separation of transportation modes (i.e., auto areas from pedestrian areas).
- Gateways used to indicate change in land use (i.e., retail mixed use from residential area).
- Ornamental or decorative elements combined with lighting or signs.

#### Not Recommended

- Gated private residential development compounds (including buildings, open space and parking).
- Utilitarian gateway materials (i.e., chain link gate/fence combinations).



Recommended: Gateways into courtyards, squares or entries to pedestrian walkways (Boston, MA and Boulder, CO)



Recommended: Residential or open space gateways (Denver, CO and Dallas, TX)



Not Recommended: Private compounds (NW Westover, Portland)

**Note:** Perhaps we should reconsider whether to eliminate this guideline altogether, given that the main idea seems to be less about gateways in and out of town and more about gateways between public and private spaces.

## Milwaukie Character

Milwaukie Downtown Design Guidelines

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Not Recommended: Private compounds (NW Westover, Portland)

## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Consider View Opportunities

#### Guideline

*Building designs should maximize views of natural features or public spaces.*

#### Description

Create new viewing opportunities by situating windows, entrances, and adjacent exterior spaces so they relate to surrounding points of interest and activity. Buildings should be designed with glass areas that face important and appealing visual features both nearby and in the distance. For example, views from buildings in downtown Milwaukie might highlight the Main Street Plaza, Willamette Riverfront Park, Scott Park, Spring Creek - all of which can be taken advantage of and incorporated into a building's design, in a sense, by being visible from within the building.

#### Recommended

- Views of streets and interior courtyards.
- Views of parks.
- Views of natural features such as streams, lakes, ponds or specimen landscape plantings.

#### Not Recommended

- Views of large expanses of parking.
- Views of service bays, loading docks, storage areas.
- Views of adjacent residential interiors.



Recommended: Building featuring a significant tree  
(Portland State University Campus)



Recommended: Views oriented toward natural features, parks and courtyards (Boston, MA, Whistler, Canada, and Orenco Station)



Not Recommended: Views featuring parking lots and loading or service areas (Beaverton Creek Station Area)

### Milwaukie Character

Milwaukie Downtown Design Guidelines

## Consider Context

### Guideline

*A building should strengthen and enhance the characteristics of its setting, or at least maintain key unifying patterns.*

### Description

A common downtown Milwaukie architectural vocabulary can be established by addressing and responding to the basic features of existing or future high quality buildings. Proportions of windows, placement of entries, decorative elements, style, materials and silhouette are examples of features that may be used to establish a sense of unity in Downtown Milwaukie.

Design features such as wall texture, materials, color, medallions, columns, pilasters, window proportions and facade articulation may all still be used to acknowledge the characteristics of surrounding buildings - and ought to be considered.

### Recommended

- Building elements similar to adjacent historic or significant high quality buildings.

### Not Recommended

- Building elements that do not respect the scale, materials, or proportions of adjacent historic or significant high-quality buildings.



Recommended: Basic proportions, silhouette and distinctive elements of the historic hotel were repeated in new adjacent parking structure (SW 16th and Yamhill, Portland)



Not Recommended: New building makes no acknowledgement of the historic building's facade configuration or materials (Seattle, WA)

## Milwaukie Character

Milwaukie Downtown Design Guidelines

### Promote Architectural Compatibility

#### Guideline

*Buildings should be “good neighbors.” They should be compatible with surrounding buildings by avoiding disruptive excesses. New buildings should not attempt to be the center of attention.*

#### Description

Compatibility can be viewed in terms of a fit or misfit between the design “vocabulary” of the project and that of its surrounding architecture. A design that “fits” - i.e. relates to the nearby buildings by using architectural elements such as scale, color, rhythm and proportion in a way similar to that of the earlier buildings – will contribute to and enhance the area’s character. A design that ignores its neighbors may damage the special qualities and identity of downtown.

#### Recommended

- Buildings that repeat and strengthen established district colors, forms and massing and height.

#### Not Recommended

- Literal interpretations of existing buildings are discouraged. Poorly executed recreations of historic architectural elements and materials often result in a “stage-set” appearance and as a result weaken the importance of original buildings.



Recommended: The new building is visually linked to the adjacent historic building through the use of a similar design vocabulary (Pioneer Place, Portland)



Not Recommended: The smaller brick building on the left is not a “good neighbor.” Neither its architectural vocabulary nor its color, massing, rhythm or height relate to the adjacent historic buildings (Pioneer Square, Portland)