

**CITY OF MILWAUKIE
PLANNING COMMISSION
MINUTES
Milwaukie City Hall
10722 SE Main Street
TUESDAY, October 25, 2015
6:30 PM**

COMMISSIONERS PRESENT

Shane Abma, Chair
Scott Barbur, Vice Chair
Shannah Anderson
Greg Hemer
Adam Argo

STAFF PRESENT

David Levitan, Senior Planner
Vera Kolas, Associate Planner

1.0 Call to Order – Procedural Matters*

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

Note: The information presented constitutes summarized minutes only. The meeting video is available by clicking the Video link at <http://www.milwaukieoregon.gov/meetings>.

2.0 Planning Commission Minutes – No minutes for review.

3.0 Information Items

Vera Kolas, Associate Planner, announced the North Milwaukie Industrial Area Plan Open House would be held October 26th from 5:00 to 7:30 pm at the OLCC Headquarters to get feedback from the public on the 200-acre industrial area north of downtown. She confirmed the presentation would be given twice and people could drop in during the open house at any time.

David Levitan, Senior Planner, announced that on November 2nd at the Waldorf School gymnasium, the Community Vision Open House would begin at 6:00 pm with the Town Hall following at 6:30 pm. At the event, attendees would be divided into small groups to discuss the major themes arising from the community outreach about the Vision Statement thus far.

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 Hearings – No public hearings scheduled.

6.0 Worksession Items

6.2 Summary: Visioning Community Conversation — Item was taken out of order.
Staff: David Levitan

David Levitan, Senior Planner, reviewed the staff report PowerPoint, and updated the Commission on the progress of the Milwaukie All Aboard Community Vision project. He reviewed the public engagement work and activities as well as some of the public input received to date, which would be used to inform the November 2nd Town Hall meeting. He noted the

online survey was still available at www.milwaukievision.org. His additional comments and responses to key questions were as follows:

- City Council decided that because it was a community-driven effort, the Vision's Action Plan would serve as the foundation for Council's future goal setting sessions. Council's goal setting would be integrated with the annual work done to update the Action Plan, which would be dynamic so things could be added or priorities shifted.
- He noted the Vision Statement would lead not only into the Action Plan, but also land use and transportation-related items that would feed the Comprehensive Plan Update, so staff wanted to get input from the Planning Commission as the Vision Statement and Action Plan were developed.
- The Vision Advisory Committee (VAC), comprised of Milwaukie residents, focused on the actual development of the Vision Statement and Action Plan, while the Steering Committee advised staff and the City Manager's office on ways to do outreach and how to collaborate with the school and parks districts on various events.
- Some major themes arising from community outreach were the lack of accessibility to and availability of transportation modes, valuing natural resources and open spaces, and affordable housing. People also saw Milwaukie as a community where they could volunteer or get involved.

Commissioner Anderson noted the aggressive schedule and was impressed by the coordinated agendas for the VAC as well as the consultants from Cogan Owens Greene, who have done a good job of synthesizing all the information coming in. Having the Youth Vision Action Team involved with stakeholder engagement likely facilitated input the City would not have received otherwise.

Mr. Levitan reviewed the timelines for the three phases and timeline of the Community Vision process, with the Community Vision completed in late June or early July 2017. He believed Council would continue with its more traditional goal setting process for 2017 as staff was still trying to coordinate that process. Work on the Comprehensive Plan update had already begun, including the Housing Needs Analysis and Economic Opportunities Analysis, which would return to the Commission in the next month or two for refinement. Staff wanted to be ready to take the community's feedback and develop the work plan for the Comprehensive Plan update.

The Commission addressed the questions from staff, and consented to have Commissioner Anderson, as the Commission's Community Vision Liaison, provide brief monthly updates. Staff would still report to the Commission at key milestones in the process to get input on the Vision Statement language and draft Action Plan later in the process. Given other opportunities for providing input, the Commission agreed to not hold an abbreviated Community Conversation.

The Commission consented to have Commissioners serving as liaisons to various committees also provide monthly updates to the Commission.

- 6.1 Summary: Housekeeping Code Amendments — Item was taken out of order.
Staff: Vera Kalias

Vera Kalias, Associate Planner, presented the staff report on the proposed Housekeeping Code Amendments, highlighting the key language changes made since the September worksession, as well as City Council's concerns and recommendations. She addressed clarifying questions from the Commission and her key comments were as follows:

- Given that Council had similar concerns with the Type II and III review process proposed in the Willamette Greenway Overlay (MMC 19.401), that portion would be eliminated and the list of exemptions retained. Staff would present a more comprehensive code amendment proposal in the spring.
- The Code Commentary provided with the 30-day notice would explain the proposed amendments in layman's terms, including the reason for eliminating Figure 19.306.1.E.
- Due to changes to the Forecast for Future Meetings, the first public hearing for the Housekeeping Code Amendments would be December 13th, not on November 8th, and no hearing on the Code Amendments would be held on November 22nd date (corrected date).
- This was the first set of Code amendments the City had done for some time and staff hoped to do housekeeping Code amendments annually, in the fall or winter, and then more complex Code amendments each spring.

7.0 Planning Department Other Business/Updates

Ms. Kolias reported staff was conducting a Type II review of S-2015-001, a 5-lot subdivision approved last year at 5419 SE King Rd. The applicant requested a 6-month extension on the final plat to finish the street due to a delay in PGE's work. The improvements were expected to be completed rather quickly, but the submission of the mylars and the City's review of the installation of the utilities to sign off in time could extend beyond the applicant's November 17th deadline. Without the extension, the applicant would have to start over with the original subdivision application.

The Commission had no concerns with staff approving the extension.

Ms. Kolias verified that Wichita School was in the County and therefore did not require any City review of the new parking lot.

8.0 Planning Commission Discussion Items

Commissioner Argo updated the Commission on the Advisory Group meeting for the North Milwaukie Industrial Area project, which included a presentation of the Existing Conditions Report that was also available on the City's website. He encouraged everyone to read the report and contact City Project Manager Amy Koski with any questions.

Commissioner Barbur noted the Library Task Force was disbanded just before the May election. He understood a committee was to be appointed to do community outreach on the library's design after an architectural firm was hired.

Chair Abma reported that the Housing Needs Analysis Committee had finished its meetings and was waiting on the final report.

Ms. Kolias confirmed the Visioning Town Hall would be recorded and aired on local TV. She noted interviews were being conducted for the Planning Commission's vacancies, but no selections had been made.

9.0 Forecast for Future Meetings:

November 8 1. Housekeeping Code Amendments – Hearing # 1

November 21 1. S-2016-001 – 5120 SE King Rd., 14-lot subdivision, *tentative*

2. Housekeeping Code Amendments – Hearing # 2, *tentative*
3. CU-2016-001 – 5945 & 5965 SE Harmony Rd., mini-storage, *tentative*
4. CU-2016-004 – 2816 SE Harrison St., Bridge City, *tentative*

Ms. Kolia confirmed the November 8th Planning Commission meeting had been cancelled. She corrected the Forecast to state, “November 24 **22**” and clarified that the first public hearing for the Housekeeping Code Amendments would be December 13th. There would be no public hearing on the amendments on November 22nd, and the remaining three hearings were no longer tentative.

Meeting adjourned at approximately 7:49 p.m.

Respectfully submitted,

Alicia Martin, Administrative Specialist II



~~Shane Abma, Chair~~

Greg Hemen, chair