



CITY OF MILWAUKIE

PLANNING COMMISSION MINUTES

City Hall Council Chambers
10722 SE Main Street
www.milwaukieoregon.gov

March 8, 2022

Present: Lauren Loosveldt, Chair
Joseph Edge, Vice Chair
Amy Erdt
Greg Hemer
Adam Khosroabadi
Robert Massey
Jacob Sherman

Staff: Justin Gericke, City Attorney
Vera Kolias, Senior Planner
Laura Weigel, Planning Manager

Absent:

(00:13:16)

1.0 Call to Order — Procedural Matters*

Chair Loosveldt 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>.*

(00:13:48)

2.0 Information Items

No information was presented for this portion of the meeting.

(00:13:58)

3.0 Audience Participation

No information was presented for this portion of the meeting.

(00:15:12)

4.0 Community Involvement Advisory Committee (CIAC)

Laura Weigel, Planning Manager, noted the Land Use 101 training taking place Thursday, March 31 via Zoom.

(00:16:48)

5.0 Work Session Items

(00:16:52)

5.1 Housing Capacity Technical Committee

Weigel provided background on the Housing Capacity Technical Committee, the committee will act in an advisory capacity to Planning staff as they conduct a Housing Capacity Analysis (HCA), buildable lands inventory, and identify housing actions and policies necessary to achieve housing goals. The HCA will identify the housing needs over the next twenty years and compare the identified needs with available buildable lands to show whether the City has adequate land supply to meet anticipated housing demand. Staff will determine what policies or actions are necessary to ensure the City can meet anticipated demand through a Housing Production Strategy. The City has contracted with ECONorthwest as a consultant to assist in developing the City's HCA and Housing Production Strategy.

Weigel continued, the technical committee will share first-hand knowledge of the city to ensure various perspectives are considered throughout the process. The committee is expected to meet nine times and will be composed of various community members, including a City Councilor, a Planning Commissioner, representatives from both DLCD and Metro, and three members from either the Comprehensive Plan Advisory Committee (CPAC) or Comprehensive Plan Implementation Committee (CPIC).

Chair Loosveldt asked whether regional coordination was happening to provide a regional context for the project. **Weigel** responded that staff will continue to work with other municipalities while developing the HCA but no other jurisdictions will have representatives on the committee, however regional partners are included on the technical committee.

Commissioner Massey asked what steps can be expected after the HCA is complete. **Weigel** responded that various tools including the Construction Excise Tax and the Urban Renewal Area can be used as tools in the HCA to create the opportunity for housing options across different income levels. sufficient housing is available within the City.

Commissioner Hemer asked staff to offer a position on the Committee to former Planning Commissioner Kim Travis. **Weigel** responded that staff will reach out to Kim and discuss a potential position on the Committee.

Vice Chair Edge noted interest in representing the Planning Commission on the Housing Capacity Technical Committee. **Chair Loosveldt** noted interest in serving as a backup to Vice Chair Edge. **Weigel** responded that staff will add Vice Chair Edge as a member and Chair Loosveldt as a backup.

(00:32:12)

6.0 Hearing Items

(00:32:15)

6.1 MHS Reader Board Sign at 2301 SE Willard St

Brett Kelter, Senior Planner, shared the staff report: the applicants are proposing to replace the current Milwaukie High School (MHS) monument sign on the southwest corner of the property with an electronic reader board sign. The proposed sign is one-sided and contains both an electronic and static element with approximately 17 square feet of electric display and 22.5 square feet of static display. Limits to Community Service Use (CSU) signs include a maximum of 40 square feet per display surface, illumination subject to base zone standards, and a limited message change rate of once every 10 seconds. The applicants previously applied for a variance to allow the reader board sign; the application was denied. A change in the sign code now permits electronic display signs at public high schools.

Commissioner Hemer asked for clarification regarding the change rate. **Kelter** noted that the electronic sign must display a message for no less than 10 seconds before transitioning to another message; no video or scrolling messages are permitted.

Commissioner Khosroabadi asked whether the electronic portion of the sign will run through the night. **Kelter** deferred to the applicant team.

Chair Loosveldt asked whether there are restrictions on the brightness level allowed for the electronic display. **Kelter** responded that electronic signs can be no brighter than 0.3 footcandles over ambient light.

Vice Chair Edge asked for clarification regarding the proximity to roadways approval criterion. **Kelter** responded that the code does not clarify how different levels of roadways and the nature of an individual street could affect application approval. **Justin Gericke, City Attorney**, added that the proximity to roadways approval criterion is designed to provide flexibility for the commission to consider a variety of factors.

The Applicant Team shared their presentation: the sign brightness will adjust and be no more than 0.3 footcandles over ambient light, and messages will comply with frequency and transition requirements outlined in the MMC. Various images of the proposed sign's features, location, and scale were shown.

Commissioner Khosroabadi asked whether the electronic reader board portion of the sign will be operating continuously through each night. **The Applicant Team** responded that no operating schedule has been set but the sign is capable of scheduled operating times; preferred operating hours are between 7AM and 10PM.

Commissioner Hemer asked whether the sign would be connected to a backup generator and used for emergency communications when necessary. **The Applicant Team** confirmed that was the case.

Commissioner Sherman requested more information regarding the ambient light control. **The Applicant Team** responded that the sign will automatically adjust as to not exceed the 0.3 footcandle requirement outlined in the MMC. **Chair Loosveldt** asked whether the applicant team could provide a technical description that proves compliance with the illumination requirements outlined in the MMC. **The Applicant Team** responded that they did not have specific illumination details at the time. **Chair Loosveldt** asked staff whether a technical description showing the sign's level of illumination is a submittal requirement. **Kelver** responded it is not.

Chair Loosveldt asked whether consideration was given to realigning the sign to face 23rd Avenue. **The Applicant Team** responded that they considered many orientations and chose to orient the sign facing Willard Street to broaden visibility for westbound traffic on Willard Street but would consider reorienting the sign to face 23rd Avenue.

Commissioners Sherman, Edge, and Massey expressed support for the application.

Chair Loosveldt requested that the applicants orient the sign to face 23rd Avenue and provide a photometric study. **Vice Chair Edge** asked if Chair Loosveldt would be satisfied with a condition of approval requiring staff review of a photometric study. **Commissioner Hemer** asked whether including a requirement for a photometric study in the conditions of approval would be necessary if the sign illumination will be reviewed regardless during the sign permitting process. **Kelver** responded that the sign's capability to automatically adjust its level of illumination will be reviewed during the sign permitting process. Due to the dynamic nature of ambient light, the brightness of the sign at a given time would only be reviewed as a performance measure if there is reason to believe the sign illumination is violating code by exceeding the 0.3-footcandle requirement.

Commissioner Hemer asked Chair Loosveldt to clarify the proposed condition of approval regarding sign orientation for staff. **Kelver** shared an image of the proposed site location and Chair Loosveldt explained the proposed orientation of the sign to face 23rd Avenue. **Commissioner Sherman** noted that the orientation proposed by the Chair may limit visibility for people coming from the building. **Chair Loosveldt** suggested that visibility would be improved for people exiting the school from the west-facing entrance. **Commissioner Massey** expressed concern that the commission might change the sign angle without getting more information, after the Applicant Team had indicated that they considered different sign angles and decided on the proposed orientation. **Chair Loosveldt** noted that the Applicant Team had indicated willingness to consider shifting the sign angle. **Vice Chair Edge** suggested that the group take a short

recess to allow staff and the Applicant Team to confer about prospective conditions. A motion was made and approved to grant a 10-minute recess.

After the recess, **The Applicant Team** clarified that the proposed sign is one-sided and that facing the sign towards 23rd Avenue would not allow members of the student body to view the sign when entering or exiting the building. The building across Willard Street from the proposed sign is an office building for Northwest Housing Alternatives and does not contain residential units. **The Applicant Team** would prefer a condition requiring the sign to shut off at 10 PM over one requiring the sign orientation to be rotated from the proposed angle.

Chair Loosveldt requested that a condition of approval be added to require the sign to be turned off after 10PM. **Commissioner Hemer** requested that additional language be added to the 10 PM shutoff condition providing an exception for emergency use.

CSU-2021-005, MHS Reader Board Sign, was approved by a 7-0 vote with the findings and conditions of approval presented in the staff report and an additional condition of approval that the reader board sign be shut off after 10PM except for emergency situations.

(01:48:54)

7.0 Planning Department Other Business/Updates

Commissioner Hemer noted a presentation on exclusionary practices and laws in the Oak Lodge area on March 12, 2022 for the Oak Lodge Governance Project.

(01:51:45)

8.0 Planning Commission Committee Updates and Discussion Items

No information was presented for this portion of the meeting.

(01:51:47)

9.0 Forecast for Future Meetings:

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| March 22, 2022 | 1. Public Hearing: R-2021-004, 8-lot Subdivision Replat at 10586 & 10610 SE Home Ave |
| April 12, 2022 | 1. Public Hearing: VR-2022-001, Setback Variance at 2807 SE Sherrett St |
| | 2. Public Hearing: Senate Bill 458 Code Amendments |
| | 3. Public Hearing: VR-2021-012, 9285 SE 58 th Dr |

Meeting adjourned at approximately 7:23 p.m.

Respectfully submitted,

Will First, Administrative Specialist II