

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

**(virtual meeting via Zoom)
Monday, July 20, 2020
6:30 PM**

COMMITTEE MEMBERS PARTICIPATING

Cynthia Schuster, Chair
Brett Laurila, Vice Chair
Mary Neustadter
Tracy Orvis
Evan Smiley

STAFF PARTICIPATING

Brett Kelter, Associate Planner (staff liaison)
Denny Egner, Planning Director
Leila Aman, Community Development Director

OTHERS PARTICIPATING

Elizabeth Decker, JET Planning

MEMBERS ABSENT

(none)

1.0 Call to Order – Procedural Matters

Chair Cynthia Schuster called the meeting to order at 6:34 p.m.

2.0 Design and Landmarks Committee Notes

2.1 July 6, 2020

Chair Schuster called for any revisions to the meeting notes for the special session on July 6; there were none, and the notes were approved unanimously.

3.0 Information Items

Planning Director Denny Egner reported that the City Council had what hopefully proves to be its final hearing and deliberation on July 21 for the updated Comprehensive Plan. The final meetings for adoption are scheduled for August 4 and August 18.

Community Development Director Leila Aman reported that the City recently signed a Disposition and Development Agreement (DDA) for Coho Point, meaning a design for the project would likely be coming before the committee relatively soon.

4.0 Audience Participation – None

5.0 Public Meetings – None

6.0 Worksession Items

6.1 Downtown design review process (continued)
Staff People: Brett Kelter, Denny Egner, Elizabeth Decker

Associate Planner Brett Kelter turned the session over to **Elizabeth Decker** for continuation of the group's work on the draft amendments. Ms. Decker reviewed the agenda, recounting that the group had already covered many of the "foundational" questions for the various design elements; now it was time to address some "refinement" questions on particular details, followed by a review of the guidance points for the various elements and then a look at the functionality and applicability of the proposed new code. The following summarizes the key points of discussion:

- **Element B (Wall Structure & Building Façade Details)**
 - For cornice projections, you want enough to create a shadow line. Six inches seems adequate for a minimum projection, with at least a 12-in height.
 - No need for a separate parapet standard.
 - The eave figures seem fine, as do the current language for flat or low-slope roofs.
- **Element C (Exterior Building Materials)**
 - Some distinction between “brick veneer” and “thin brick” may be needed, as the veneer is what is to be avoided.
 - EIFS should be allowed if installed properly, but perhaps it should be a material that is allowed with additional review.
 - It would be good to have the Fire District look over the draft before it goes to the Planning Commission, to ensure there are no issues with materials.
 - Fiber-reinforced cement less than 5/16-in thick and through colors should be allowed as a Primary material on upper floors.
 - Thicker fiber-reinforced cement thicker than 5/16 in should be designated a Secondary material at the street level.
- **Element D (Façade Transparency)**
 - No bulkhead standard is needed.
 - For street-facing walls, the 50% openings standard should apply up to at least 12 ft above grade.
 - Do not count the area below 3 ft above grade in the calculation of street-facing wall area.
 - For residential-only buildings, 750 sq ft of blank wall is too much—it should be the same as for non-residential buildings (450 sq ft or 30 lineal feet).
- **Element F (Windows)**
 - Get rid of the visible transmittance (VT) standard, as it is more about solar transmission and solar heat gain than about transparency. Instead, focus on saying what is not desired (e.g., tinted, mirrored glass) and that glass needs to be transparent.
- **Element G (Corners)**
 - Change the word “tower” to something like “height modulation.”
 - To be considered a “prominent architectural feature,” a tower should extend at least 5 ft above the roof but no more than 10 ft.
 - Standard 1-C should only be applicable on Main Street, and to no more than two corners at any Main Street intersection.
- **Element H (Building Massing & Transitions)**
 - The stepback requirement should apply only to street-facing façades above the base maximum height.
 - In consideration of the question about providing solar access for courtyards and rooftop decks, staff should check with Natalie Rogers (the City’s Sustainability and

Climate Action coordinator) to see when or how any overall solar standards may be adopted.

- **Element I (Weather Protection)**

- Staff still needs to consult with the Public Works department to confirm the maximum allowable projection of buildings over public sidewalks and the public right-of-way (especially in consideration of the tree zone).

- **Element O (Plazas & Usable Open Space)**

- For physical and visual connectivity, simply leave the standard at requiring 50% transparency, and do not specifically require a door or window every 20 ft.

7.0 Other Business/Updates – None

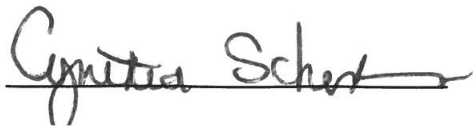
8.0 Design and Landmarks Committee Discussion Items – None

9.0 Forecast for Future Meetings

August 12/13, 2020 Regular meeting (focus on guidance)

Sept. 14, 2020 Regular meeting (focus on 2-3 test cases)

Chair Schuster adjourned the meeting at 8:26 p.m.

A handwritten signature in black ink, appearing to read "Cynthia Schuster", with a horizontal line drawn underneath the signature.

Respectfully submitted,
Brett Kelter, Associate Planner