

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

**Milwaukie City Hall
10722 SE Harrison St
Monday, June 3, 2019
6:30 PM**

COMMITTEE MEMBERS PRESENT

Cynthia Schuster, Chair
Brett Laurila, Vice Chair
Mary Neustadter

STAFF PRESENT

Brett Kelter, Associate Planner (staff liaison)

OTHERS PRESENT

Joseph Edge, Planning Commissioner

MEMBERS ABSENT

None

1.0 Call to Order – Procedural Matters

Chair Cynthia Schuster called the meeting to order at 6:31 p.m.

2.0 Design and Landmarks Committee Notes

2.1 May 6, 2019

Chair Schuster called for revisions; there were none, and the notes 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 Review process (continued)
Staff Person: Brett Kelter, Associate Planner

Associate Planner Brett Kelter noted that the group had several options about where to begin the evening's discussion: comments on the draft Comprehensive Plan policies related to Historic Preservation, comments on the draft policies related to Housing, or continuation of the Downtown Design Review update. The members agreed to begin with comments on the Historic Preservation policies.

Committee Member Mary Neustadter distributed a sheet with some revisions and comments she had developed. She noted that the proposed policies did not mention a registry of historic properties or include anything about regulatory tools or about protecting historic buildings in infill development. **Mr. Kelter** agreed to forward the suggestions to the Planning Director and the planner working on the Comprehensive Plan update. He said he would update the group at the next meeting about how the comments were received and what opportunities there would be for additional edits before the policies were formally adopted into the Comprehensive Plan.

Mr. Kelter walked the group through the Housing policies and asked for comments. **Vice Chair Brett Laurila** reiterated his suggestion for allowing height bonuses for projects that provide affordable housing. This was something that had come up in the group's discussion of the Design Review process and the Building Massing element. **Mr. Kelter** affirmed that the affordability suggestion had been flagged for inclusion in that particular design element.

The discussion shifted to the Design Review update, beginning with a return to the Façade Transparency element. **Chair Schuster** shared some visual examples to illustrate various percentages of windows and glazing. She affirmed the proposal to require 50% transparency on the ground floor for properties on Main St and McLoughlin Blvd. She thought the City of Portland's requirements for both length (requiring a minimum of 70% of the frontage length to be glazing) and area (50% minimum for the ground floor) were worth considering. She noted that Portland does not count the bottom 3 ft of the façade in the calculation for the transparency calculation and recently lowered the percentage of required upper-floor glazing from 30% to 25% because too much glazing made it difficult to meet energy code requirements.

Chair Schuster thought the group should consider setting a minimum length standard, reduce the glazing requirement for upper floors to 25%, and count only the area between 3 ft and 12 ft above grade for purposes of the ground-floor glazing requirement. The justification for disregarding the lowest 3 ft of a building was that glazing that low did less to enhance the pedestrian environment than glazing above 3 ft.

Shifting gears to the Building Materials element, **Chair Schuster** had Mr. Kelter project a few PowerPoint slides that showed a spreadsheet she had compiled to organize various building materials and classify them as primary, secondary, or accent materials. There was some discussion about organizing the code to allow flexibility for the evolution of new building materials, rather than having a very specific list that only captured a current snapshot of known materials. The group wondered whether the code could be adjusted to empower the committee to advise the Planning Director about acceptable building materials, as part of a Type II review process established specifically for this design element.

Chair Schuster noted that she had taken spandrel glass off the list of accent materials and removed the specific line for copper, since it was a metal and could be grouped in the metal siding category. She also suggested removing prohibited items from the list because it was impossible to capture them all and would be clearer just to show what materials could be used. She explained that her spreadsheet's column heading for "street level" included the first story down to the sidewalk, for street-facing façades; the "non-primary faces/upper level" heading included façades that did not face the street as well as the upper level of any façade. After some discussion about whether to add a third column focused on the lowest 3 ft of the façade (bulkhead), the group agreed to stick with just the two categories—street-facing/street level and non-primary/upper level.

Vice Chair Laurila advocated for allowing ceramic tile to be used as more than an accent material, citing a case where it had worked well to replace an historic tile used on a façade as a primary material. **Chair Schuster** noted that the table of materials was focused on new construction and suggested that a section might be needed to address the renovation or preservation of buildings. She commented that the "unified appearance" phrase in Guidance #6 was not very clear and needed improvement. The group also discussed the need to reexamine the trigger for requiring design review for projects affecting street-facing façades. One suggestion was that changing 25% or more of the façade (excluding glazing) should require full compliance with current standards for the full façade, unless the structure was designated as an historic resource. **Planning Commissioner Joseph Edge** suggested that the City Attorney might advise the group about any legal precedent supporting a certain percentage of façade change as the threshold for requiring compliance. **Chair Schuster** said she would do more research on how other cities handle this topic and would report back.

Vice Chair Laurila expressed concern about the suggestion to restrict material types for the bulkhead, as it could limit creativity. There was some discussion about whether the materials table should identify only primary and secondary materials (no accent materials), and what percentages would define each category.

Chair Schuster suggested that distinctions should be made among different thicknesses of fiber cement, as that affected durability, particularly where the material was used down at the ground level. She shared a slide showing different types of composite wall panels, noting that they were good as secondary materials. Another slide showed metal wall panels, which could be a good secondary material at the ground level. Returning to the earlier discussion about whether to list specific prohibited materials, **Mr. Edge** suggested that there was some merit to being clear about specific prohibitions, such as against the use of tropical hardwoods, due to the City's goals for sustainability as well as some ethical considerations. **Chair Schuster** added that redwoods might also be specifically called out as a prohibited material.

Chair Schuster said she thought the group needed to talk about the review process itself. She expressed the opinion that there should be more discretion and more involvement of the committee in the review. **Mr. Kelter** reminded the group that the revision effort was intended in part to ensure that the required clear and objective path of review included standards that would guarantee designs that met the community's preferences, with a discretionary path available for designs that might be uniquely creative. **Chair Schuster** said that large projects (20,000 sq ft or larger) should perhaps be forced to go through a discretionary review, because of the scale of impacts they would have on the community. **Mr. Edge** suggested that one tool for addressing the chair's concern would be to require a "design advice session" with the committee.

7.0 Other Business/Updates

Mr. Kelter reported that there were currently 3 potential candidates for the 2 open positions on the committee, and that interviews would be scheduled soon. He also noted that the draft Comprehensive Plan policies on Urban Design should be available around June 17 and that he would share them with the members for review and comment. A public open house was being scheduled as well, and the members would be encouraged to attend and participate. The group agreed to set aside time at the next meeting to discuss the draft urban design policies.

8.0 Design and Landmarks Committee Discussion Items

Ms. Neustadter announced that the Milwaukie Historical Society was holding its first tour of historic houses on Saturday, June 22. The tour would feature 4 historic homes in the Island Station neighborhood; tickets were limited but still available. She shared a flyer with the group.

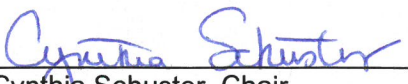
9.0 Forecast for Future Meetings

Looking ahead at the forecast for upcoming meetings, **Chair Schuster** noted that she would be out from June 20 to July 13. **Mr. Edge** suggested that July 9 seemed too soon to hold a joint session with the Planning Commission, given that the group was still working through a number of unresolved questions on the draft document. The members agreed to postpone the July 9 joint session and to move the regularly scheduled first-Monday meeting in July (July 1) to July 15, so that the members could all attend.

July 15, 2019	Regular meeting (shifted from July 1)
August 5, 2019	Regular meeting

Chair Schuster adjourned the meeting at 8:44 p.m.

Respectfully submitted,
Brett Kelter, Associate Planner


Cynthia Schuster, Chair