

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

**Milwaukie City Hall  
10722 SE Harrison St  
Monday, July 15, 2019  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Cynthia Schuster, Chair  
Mary Neustadter

**STAFF PRESENT**

Brett Kelter, Associate Planner (staff liaison)

**MEMBERS ABSENT**

Brett Laurila, Vice Chair

**OTHERS PRESENT**

Bernie Stout, resident at 4647 SE Ada Ln

**1.0 Call to Order – Procedural Matters**

**Chair Cynthia Schuster** called the meeting to order at 6:32 p.m.

There was not a quorum for conducting official business, so the evening's discussion was all informal.

**2.0 Design and Landmarks Committee Notes**

**2.1 June 3, 2019**

The June meeting minutes will be considered at the next meeting where there is a quorum.

**3.0 Information Items**

**Associate Planner Brett Kelter** noted that there was an open house event for the Comprehensive Plan (Comp Plan) update happening at the public safety building this evening (5:30 to 7:30 p.m.), focused on taking comments on the draft policies for urban design, natural resources, and public facilities. He reminded the members that they had been invited and encouraged to attend if they were available (neither of the members present tonight had been able to make it).

**4.0 Audience Participation**

Following the discussion of Item 6.1 (below), **Mr. Kelter** observed that a member of the public had arrived and asked whether the person had any comments or questions. **Bernie Stout** came to the presentation table and announced himself as a resident at 4647 SE Ada Ln. He had just been at the Comp Plan open house and asked whether or how the possible rezoning of the Milwaukie Marketplace site for mixed use and the development of safe routes in central Milwaukie were being connected. He expressed his support for a "last-mile connection" concept to ensure that safe transportation options would be provided if the city was going to be infilling and densifying. He thought it was important to be mindful of possible consequences and conflicts with making it easier to develop, and he distributed a handout with information about controlled and prudent growth. The members did not have any follow-up questions.

## **5.0 Public Meetings – None**

## **6.0 Worksession Items**

- 6.1 Comments on draft Urban Design policies for Comprehensive Plan  
Staff Person: Brett Kelter, Associate Planner

**Mr. Kelter** projected onto the screen the draft Comp Plan policies on Urban Design and invited the group to comment and make editorial suggestions. The members suggested several revisions, including a few specific wording changes and some more general ideas.

Related to the Design goal:

- Recognize north, central, and south districts in downtown.
- Note that the northern district has the potential for ground-floor residential development that should be integrated with the rest of downtown.
- Add a point encouraging the establishment of services and amenities for downtown residents and employees.
- For Neighborhood Mixed Use areas, is it realistic to expect new development to truly be compatible with more traditional residential housing types?
- For Neighborhood Hub areas, there may be some conflict between the proposal to ensure that new development fits with the scale of existing development and the provision of flexibility in design (Points B and E for Neighborhood Hubs).
- Where in Milwaukie are the specific corridors that are the focus of the Corridors policies?

Related to the Livability goal:

- For Parking-related design, clarify what is meant by “active transportation”—is that just pedestrian and bicycle issues? Should the policy be referring more generally to transportation demand management as a way to reduce parking need?
- Consider weaving some encouragement of solar arrays to parking requirements, for shading and electricity generation.
- Clarify whether or how canopy trees are intended to reduce stormwater runoff. (Do they reduce runoff from the site by absorbing water that would otherwise run into a drain?)
- Consider using or integrating the term “sustainable design” within the Urban and Natural Environment policies, unless that section is truly intended to be focused on nature and green features.
- The document could give examples of “natural features” such as trees, creeks, and wetlands (in Urban and Natural Environment Point F).
- The policies related to Public Spaces seem too general and lacking. The committee’s work on the downtown design review process has included a lot of discussion about private open space and pedestrian-oriented open space that might help inform this point.
- For Community Character, should there be a new point related to sustainable design?

**Mr. Kelter** promised to pass these suggestions on to Denny and the planners working on the Comp Plan update.

6.2 Downtown design review process (continued)  
Staff Person: Brett Kelter, Associate Planner

**Chair Schuster** noted that she had sent an email earlier that appeared not to have gone through, as she was interested in getting more feedback from the group on the building materials and transparency issues discussed at the last meeting. She asked Mr. Kelter to re-send the PDF document that reflected the latest version of the design review draft that he had compiled to date; he agreed to do that.

**Mr. Kelter** noted a recent suggestion from the consultant team from SERA Architects that he should approach the Department of Land Conservation and Development (DLCD) about applying for a grant through DLCD's Transportation Growth Management program for funding to help finish the design review update project. He said that he would look more into the suggestion and aim to update the group at the next opportunity.

The group agreed to table further work on the design review update until the next meeting.

7.0 Other Business/Updates – None

8.0 Design and Landmarks Committee Discussion Items

**Ms. Neustadter** reported that the Milwaukie Historical Society's June 22 tour of historic houses was a success. The tour had taken people to four houses in Island Station: the former Amadeus restaurant house, two craftsman bungalows, and the Pittock cottage. She expects the historical society to organize another tour again next year.


9.0 Forecast for Future Meetings

**Mr. Kelter** confirmed that August 5 looked good on the members' calendars for the next regular meeting. Looking ahead to September, he noted that the first Monday was the Labor Day holiday and that he would be on vacation that week. He asked how the group wanted to schedule that month's meeting. The group agreed that September 9 seemed to work for most, and **Mr. Kelter** noted that he would arrange for someone to cover the meeting. **Ms. Neustadter** noted that she would be out for the month of October.

August 5, 2019	Regular meeting
September 9, 2019	Meeting date adjusted due to Labor Day holiday
October 7, 2019	Regular meeting

**Chair Schuster** adjourned the meeting at 7:49 p.m.

Respectfully submitted,  
Brett Kelter, Associate Planner

  
Cynthia Schuster, Chair