

MINUTES  
Warrenton City Commission  
&  
Planning Commission  
Joint Work Session – November 8, 2018  
4:30 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 4:35 p.m.

City Commissioners Present: Mayor Henry Balensifer, Pam Ackley, Mark Baldwin, and Rick Newton

Excused: Tom Dyer

Planning Commissioners Present: Vince Williams, Christine Bridgens, Mike Moha, Ken Yuill, Paul Mitchell, and Ryan Lampi

Staff Present: City Manager Linda Engbretson, Community Development Director Kevin Cronin and City Recorder Dawne Shaw

Mayor Balensifer opened the meeting and explained the purpose of the work session. He noted the long agenda and stated he suspects they will need to have another joint meeting early next year. He opened the discussion on road standards, and stated there was previous consensus on road standards of 36 foot wide local road standards, and staff at the time had recommended 32 feet. Discussion continued. Community Development Director Kevin Cronin noted “road standards” is on the agenda for tonight’s Planning Commission meeting. He noted 32’ is doable; 28’ is when you start to run into issues; 36’ was desired to allow parking on both sides - where it makes sense. Commissioner Ken Yuill noted when previously discussed, driveways were a concern as they are not big enough to allow 2 vehicles; cars started parking on curbs. Mr. Cronin added that there is a high demand for on-street parking as garages are seldom used for cars these days; we need to be smart how we design streets for on-street parking. He noted some cities use alley loaded garages, but this will not work for the majority of Warrenton. Mr. Cronin stated there is no easy solution; it just comes down to a policy choice. Commissioner Chris Bridgens stated 36’ is not a one size fits all. Brief discussion followed. Mr. Cronin discussed an alternative minimum road standard that compliments the standard local road, and further explained the alternative standard. Commissioner Yuill suggested that if there are going to be houses built on both sides, there should be a 36’ standard; if only building on one side, 32’ is acceptable. Mayor Balensifer noted we need to keep in mind that we do not know how the environmental laws will change; we also need to make sure there is breathing room so if development does take place on the other side of the road in the future, this will be correct.

Commissioner Paul Mitchell stated we need to have a standard so we don't have to worry about it in the future; one standard for everyone and any variances will have to be approved.

Discussion followed on rolled curbs and the necessity of sidewalks; there was consensus to not have on-street parking in industrial areas and entryways. Further discussion followed on parking near intersections. Mr. Ken Schonkwiler, ODOT Senior Planner stated it is very easy to confuse accesses and road standards, but they are very different standards and are separate conversations. He noted state law prohibits parking 20' from stop signs. Brief discussion continued. It was noted the Planning Commission will be working on road standards.

Traffic & drive-thru policies – Mayor Balensifer discussed the Wendy's drive-thru lanes, noting that two sets of expert eyes reviewed the traffic study. He stated the city does not currently have a policy in place that addresses drive-thrus and the increased traffic; something is needed that will trigger this for further review. He noted that anything under 10,000 feet falls through a gap in the law. Mr. Cronin stated they had made it clear to the applicant that if there are issues a year from now, the city will take a look at it again. He noted there will be a “do not block intersection” sign in front of the entrances to Home Depot and the Highlands shopping center on Ensign. Discussion continued on exits and access. Commissioner Yuill discussed the draft Transportation Study Plan (TSP) and noted it does not include the intersection of Hwy 101 near Ocean Crest. He suggested a round-about at that intersection. Discussion continued on the Ensign and Dolphin intersections. Mr. Schonkwiler stated the ODOT does not want to add accesses to the highway as this is not a safe solution. He discussed the idea of a round-about and noted it would be the most expensive ever. He would like to see a more creative measure; the issue is how we look at the problem. Discussion continued. Mr. Cronin explained the conditional use process; and noted there is currently no category for drive-thrus in our development code. He stated Warrenton is the first city he has seen without that category. He stated that with a conditional use, you have the ability to use discretion; the applicant goes through an alternative analysis. He noted the conditional use criteria has not been updated in quite some time. Discussion continued on conditional uses, and on Wendy's proposed drive-thru and Ensign Lane. Mayor Balensifer stated we need to look at how this happened so that we don't have this happening again, and we have the ability to adjust it if something just does not work for that site or conditional use. Commissioner Ryan Lampi stated he thinks anything that can be done to add teeth to the code, should be done. Commissioner Vince Williams stated it was not the code; it was the Planning Commission that allowed the Wendy's situation to happen. Mr. Cronin noted it is a poorly designed intersection. Commissioners Ackley and Baldwin concur with the proposed conditional use policy. Commissioner Williams stated he is for flexibility, and noted he was opposed to the proposed conditional use policy. Commissioner Newton did not yet have a position on the conditional use policy as presented. Commissioner Yuill was in favor, and stated if Wendy's had made it to a hearing, it may have turned out differently. Commissioner Newton agreed. Commissioner Mitchell agreed, but stated that we need to be flexible, but also need to look at each one. Commissioner Bridgens stated the less regulatory overkill the better – need to hear more about it. Mayor Balensifer noted all but two are in favor of the conditional use policies, so staff will work on putting a draft policy before the Planning Commission.

Task Force recommendations – Mayor Balensifer noted the objectives of the Downtown Thoroughfare Aesthetic task force and the Hammond Marina task force; and noted the need to implement their recommendations, either into code or with design standards. Commissioner Ackley noted the next steps for the Hammond Marina, once transferred. Ms. Engbretson stated she heard from the Corps, and believes they are getting some heat to complete the transfer. Commissioner Ackley stated the next step for the Hammond Marina task force is to have a subcommittee talk about the design standards plan. Mayor Balensifer noted the subcommittee should include Planning Commission members and task force members, and should combine both task forces. Commissioners Yuill and Mitchell will serve on subcommittee. Commissioner Newton reviewed his task force recommendations. Discussion continued on downtown revitalization; and the need for code enforcement. Commissioner Ackley discussed today's economic vitality walking tour. She reviewed her task force's recommendations; Mayor Balensifer noted that in melding the good work of both task forces; we are on the precipice of both learning from our lessons of the past, and also doing something great and making sure we have a long-term vision to revitalize both parts of our town; connecting to our past with design standards and historic connections, and improving local economy. Brief discussion followed on economic road mapping. Mr. Cronin stated that there is great momentum going from the RDI roadmap. He discussed a potential new derelict building ordinance, and a dangerous building ordinance. Mayor Balensifer asked Planning Commission to consider a law in that requires registration of anyone with a defibrillator. Mayor Balensifer encouraged the Planning Commission to bring up any ideas that they may have; that the goal is to be proactive.

There being no further business, Mayor Balensifer adjourned the meeting at 5:55 p.m.

APPROVED

  
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Mayor, Henry A. Balensifer III

ATTEST

  
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Dawne Shaw, City Recorder