

MINUTES

PLANNING COMMISSION SPECIAL MEETING

April 22, 2021
5:30 p.m.

VIA ZOOM

PRESIDING: Brent Bybee, Chair

COMMISSIONERS PRESENT: Karly Aparicio, Cody Cornett, Alan Easling, Philip Mascher (arrived at 5:45 p.m.), Linda Miller, Mark Poppoff (arrived at 5:33 p.m.)

COMMISSIONERS ABSENT:

STAFF PRESENT: Director Alice Cannon, City Attorney Jonathan Kara, Senior Planner Dawn Marie Hert, Associate Planner Joshua Chandler, Secretary Paula Webb

CALL TO ORDER

The meeting was called to order by Chair Bybee at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Chair Bybee led the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Miller and seconded by Cornett to approve the agenda as submitted. The motion carried 5/0; Aparicio, Bybee, Cornett, Easling, Miller voting in favor; none opposed, Mascher and Poppoff absent.

Commissioner Poppoff joined the meeting at 5:33 p.m.

APPROVAL OF MINUTES

It was moved by Poppoff and seconded by Aparicio to approve the minutes as submitted. The motion carried 5/0; Aparicio, Bybee, Easling, Miller and Poppoff voting in favor; none opposed, Cornett abstained, Mascher absent.

PUBLIC COMMENT

None.

STAFF COMMENTS / PROJECT UPDATES

Director Cannon provided the following updates:

- The Urban Renewal Board approved an addendum to the Development and Disposition Agreement (DDA) for the Recreation Building. The portion at 213 E. Second Street, adjacent to the Last Stop Saloon, is on schedule and will be entering development. Work on the two structures adjacent to the Granada Theatre [215 and 219 E. Second Street] is scheduled for completion by November 30.
- Work continues on the First Street Streetscape between Union and Laughlin Streets. The design phase is in process; construction is expected to begin by summer or fall of 2023.
- City Council goal setting established pallet shelters as a high priority. The Council approved construction of pallet shelters on Terminal Way. The Mid-Columbia Community Action Council is now operating the shelters. A grant was secured to keep the shelters open through the summer months. An amendment to the agreement allows for continued operation in the right-of-way.

There is a need in the land use code for this type of housing if it is to occur on private property. Currently, the code does not have a category that recognizes shelter or supportive housing. Two new housing types will potentially be added: shelter housing that occurs in a permanent building, and use that occurs in a temporary building such as a pallet shelter. Staff will bring code amendments forward, likely in June.

If HB 2006 passes in the current legislative session, local governments will be required to accept and allow shelter housing and temporary structures for housing purposes. Director Cannon will return to the Commission with a report on decisions made in legislation.

- Staff continues to work on the Tony's Building to make way for a redevelopment site.
- Staff will report to the Commission with an update on the First Street Streetscape. The design will allow for on-street parking, pedestrian and bicycle use.
- The damaged portions of the Recreation Building have been removed. Staff will provide an update to the Commission after the Urban Renewal Board meets.

COMMISSIONER COMMENTS / QUESTIONS

None.

RESOLUTION

Resolution 596-21: Denial of VAR 129-21, Meyer Sign Company of Oregon

It was moved by Easling and seconded by Mascher to approve Resolution 596-21 for denial of Variance (VAR) 129-21. The motion carried 7/0; Aparicio, Bybee, Cornett, Easling, Mascher, Miller and Poppoff voting in favor; none opposed.

DISCUSSION ITEM

The Dalles Housing Code Update: House Bill 2001 – Middle Housing

Matt Hastie, Angelo Planning Group, summarized the project status and provided a brief overview of topics addressed and agreed upon for duplex amendments, triplex/quadplex amendments and code “clean-up” amendments. Hastie presented and invited discussion on new and unresolved amendments, Exhibit 1.

Duplex Conversions

Hastie stated state minimum compliance standards require medium sized cities to allow existing single-family to duplex conversions (OAR 660-046-0105(1)). He reviewed the proposed conditions and standards for duplex conversions. Hastie then asked the Commission:

1. Are there any other requirements that should apply to single-family to duplex conversions?
2. Should the non-conformance provision also apply to parking for duplexes?

Commissioner Poppoff stated he was not in favor of converting single-family to duplexes. Hastie noted the City is required to allow conversions per state rules. The question for the Commission revolves around specific requirements associated with the conversions.

Chair Bybee requested an example of a non-conforming scenario. Hastie replied the primary concern is with parking non-conformance. Senior Planner Hert added there have been issues when trying to convert to duplexes. The requirement of additional parking basically eliminated the possibility of conversion.

Commissioner Easling stated his preference to keep the proposed non-conforming language. Chair Bybee noted the City is already reducing duplex parking requirements to two spaces.

Chair Bybee requested Commissioners indicate whether the non-conforming language should be kept as is. Commission consensus was to retain the duplex conversion amendment as it is currently written.

Triplex/Quadplex Amendments

Hastie reviewed amendments for triplexes and quadplexes previously agreed upon by the Commission, noting the amendments would result in triplexes and quadplexes being treated similarly to duplexes and single-family homes.

Triplex/Quadplex Parking

Hastie reviewed the proposed minimum off-street parking options for triplexes and quadplexes and provided graphics reflecting the options.

1. One space per unit (three for triplexes and four for quadplexes)
2. Two spaces for the first unit and one for each additional unit (four spaces for triplexes and five spaces for quadplexes)

3. One and one-half spaces per unit (round up to five spaces for triplexes, six spaces for quadplexes)

Hastie reminded the Commission they had been split in previous meetings; some were in favor of Option 1 while others were in favor of Option 3. The Staff and Consultant recommendation resulted in Option 2 – a compromise between Options 1 and 3. Hastie noted developments with four or more parking spaces require “front-in, front-out” parking. The more parking required, the more challenging it is to meet the requirements.

Commissioner Poppoff asked if the Code could be changed to allow back-out parking on alleyways. Director Cannon noted the City already allows maneuvering space in the alley. Senior Planner Hert added maneuvering in the alley is allowed for single-family and duplexes, three or more would not allow maneuvering in the right-of-way.

Commissioner Mascher state he preferred Option 1. It is more development friendly; increasing density is the path to the future. Mascher supports multi-mode transportation, which this option would better enable. He would be happy to compromise on Option 2 if a consensus was not reached.

Commissioner Cornett agreed with Mascher. He was fine with four spaces, but was happy to go with Staff’s recommendation of Option 2 if consensus was not reached.

Commissioner Aparacio agreed with Mascher and Cornett with one caveat being that triplexes and quadplexes have allowances for alley access. The least amount of square footage required for parking would encourage more development. Aparacio stated she would be happy with either Option 1 or Option 2.

Commissioner Easling stated all three options are a huge improvement to the current Code. Many quadplexes are already being built with garages. Easling is in favor of Option 2.

Commissioner Miller stated parking is an issue for her, especially on her street. Miller is in favor of one parking space per unit – Option 1.

Commissioner Poppoff stated his preference was Option 3; other options do not save much land. If he had to choose between Option 1 and Option 2, his preference was Option 2.

Chair Bybee noted these parking scenarios are just options, additional parking could be provided. Bybee preferred Option 1, but would also support Option 2.

Commission majority was in favor of Option 1.

Townhome Parking

Hastie discussed the proposed townhome parking reduction of one space per unit with some additional considerations. He noted that market demand/conditions will still largely dictate the number of parking spaces that are provided, regardless of the minimum parking requirement. He added that a standard construction practice for townhomes is to provide a tuck-under garage with a driveway in front, which is a practice that most home builders will likely continue to use to address market desires. He noted shared parking arrangements for townhomes may be worth

considering, and that requiring a minimum of two spaces will further consume the city's limited land supply and further drive up housing costs.

Commissioner Cornett asked if townhomes have a 15 foot setback. Chair Bybee noted townhomes could provide parking at the rear of the structure. Cornett stated he was in favor of one space per townhome. Senior Planner Hert added the front setback for residential homes is 10 feet; an 18 to 20 foot setback is required to accommodate parking.

Commissioner Miller supported one space per townhome.

Commissioner Poppoff remained in favor of more than one space.

Commissioner Easling asked if there is a limit to the number of townhomes constructed next to each other. Senior Planner Hert replied there was no limit to the number. Hastie noted block size would limit the number.

Commissioner Easling thought more parking was necessary for larger developments, but was conflicted about the number of spaces required. Easling asked if the City could require one per unit with a requirement of additional parking beyond a certain point. He stated that would probably be a shared parking arrangement. Chair Bybee noted if each townhome was on its' own lot for future sale, there would be shared parking in the development versus on street parking.

Associate Planner Chandler noted two sections of the Code refer to townhomes as three to eight units; the Code definition does not mention a specific number. Hastie replied something was missed in the clean-up; Senior Planner Hert agreed.

Commissioners Aparicio and Mascher were in favor of one space per townhome.

Chair Bybee supported one parking space per townhome, noting the option for more than one space remains. The change will not occur drastically, but over time.

Commission consensus was in favor of the parking requirement reduction for townhomes.

Multi-Family Design Standards

Hastie described the proposed design standard of pitched roofs for triplexes and quadplexes from the eave at 25 feet (up to a 35 foot maximum height). He asked the Commission if it should be a design standard requirement or an option.

Commissioner Mascher asked if a 35 foot maximum height would be allowed with a flat roof. Hastie replied that was correct, noting the maximum height had already been reduced from 40 feet to 35 feet. Mascher then asked if a three-story building would necessitate a flat roof. Hastie replied a third story would be possible with dormers.

Commissioner Aparicio asked why the maximum height was being reduced. Hastie replied it would help with massing and compatibility when compared with existing single-family homes.

Commissioner Miller asked how the building height was measured. Hert replied height is measured from the ground within a 5 foot perimeter of the structure.

Commissioner Poppoff stated the floor structure is approximately one foot, sound proofing could add another six inches to a foot. Floor height would probably be 9 feet to 10 feet. Hastie added the building height would accommodate three stories if the maximum building height is 35 feet.

Commissioner Mascher stated the pitched roof appeared more compatible to The Dalles.

Hastie asked the Commission if a pitched roof should be a design standard requirement or an option.

Commission consensus was to retain a pitched roof as an option rather than a requirement.

Clean-Up Amendments

Hastie briefly reviewed proposed amendments to clarify the Code. There were no comments or questions.

Residential in CBC Zone

Senior Planner Hert explained sub-districts in the CBC (Central Business Commercial) zone. The proposed amendment would allow for multi-family dwellings in the CBC zone. Currently, the Code allows dwellings originally built as single-family homes to remain. If there is a modification, the dwelling could remain if the ground floor is a commercial use. Senior Planner Hert and Associate Planner Chandler shared instances in which proposed commercial to residential conversions had to be denied due to the Code not allowing ground-floor residential in CBC districts.

Chair Bybee stated requiring an established residence to convert to commercial use was an overreach.

Associate Planner Chandler defined the two options:

1. Remove the permitted commercial use for everything in the CBC zone.
2. Maintain sub-district two (CBC-2) as a primary commercial use, requiring the downstairs to be a commercial use. Properties outside CBC-2 would allow conversion without the commercial component.

Staff recommended Option 2 to help preserve the commercial character of the downtown core.

Commissioner Aparicio asked if the conversion scenarios presented would benefit from both options or just one of them. Chandler replied they would both benefit. Hert added they would benefit, but primary use in the downtown core would remain commercial.

Commissioner Mascher stated there were many examples in the area of beautiful residential buildings, some of them historic. If it opened to residential, downtown would remain attractive for commercial use. A downtown with a healthy mix of residential and commercial is a good thing. Mascher asked what the concerns were for adding residential to the mix of downtown development.

Director Cannon replied the concern was to honor the tradition of the downtown commercial core. Cannon added Commissioner Mascher's point was compelling; the main intent is to ensure

a walkable downtown. Senior Planner Hert added the historic district still has design guidelines. Allowing additional residential use would not affect the design character of the district.

Director Cannon noted in light of the trend for online shopping, smaller retail spaces may be desirable. She added it may be beneficial to consult real estate professionals on this topic.

Chair Bybee stated his interest in learning from similar sized jurisdictions if they are opening up for residential development or if they are maintaining commercial spaces.

Commissioner Miller stated the retail core used to be Second and Third Streets. There was no retail on the west side.

Commissioner Poppoff had no objection to allowing residential in the downtown core area. Residential development could be converted back to commercial if there was a demand for it.

Commissioner Cornett supported greater flexibility, Option 1.

Commissioner Aparicio preferred Option 1; downtown does not have enough residential. Aparicio was interested methods used by Astoria, they are blending commercial and residential seamlessly.

Commissioner Easling preferred Option 2, noting it preserved the existing downtown while also bringing in more residential.

Chair Bybee stated his preference for Option 1. He asked if the Commission required further information. There was no response.

Assistant Planner Chandler clarified that Option 2 still allowed more residential than what was currently allowed. Option 1 would allow construction of a single-family dwelling downtown. Hert reiterated construction in a historic district must still meet historic guidelines. A residence in the middle of downtown would not meet the criteria. Director Cannon noted residential use would be allowed on the ground floor behind a storefront.

Commissioner Mascher asked if Option 1 would allow the Tony's site to be developed as all residential without any commercial use. Hert replied that was correct. Mascher did not think that would be a blemish on downtown and it would result in more housing in the area.

Commission consensus was to move forward with Option 1.

Next Steps

Hastie briefly covered next steps, noting the Open House and Survey would remain open through May 9. The next step is to draft adoption-ready code updates. The Planning Commission hearing is for May 20, 2021. The City Council hearing is scheduled for June 14 or June 28, 2021.

Director Cannon encouraged the Commission to share the open house and survey in order to obtain public comment.

Rodger Nichols noted historically there have been houses on Second and Third Streets, at that time First Street was the main street. He shared his appreciation for an efficient meeting and everyone's comments.

Chair Bybee asked what type outreach will be used for the upcoming Commission meeting. Director Cannon replied it would be the same process used for the Open House. In addition, a Ballot Measure 56 notification would be mailed to property owners due to the potential change in property values.

ADJOURNMENT

Being no further business, the meeting adjourned at 7:20 p.m.

Submitted by/
Paula Webb, Secretary
Community Development Department

SIGNED: _____
Brent Bybee, Chair

ATTEST: _____
Paula Webb, Secretary
Community Development Department

The Dalles Middle Housing Code Update

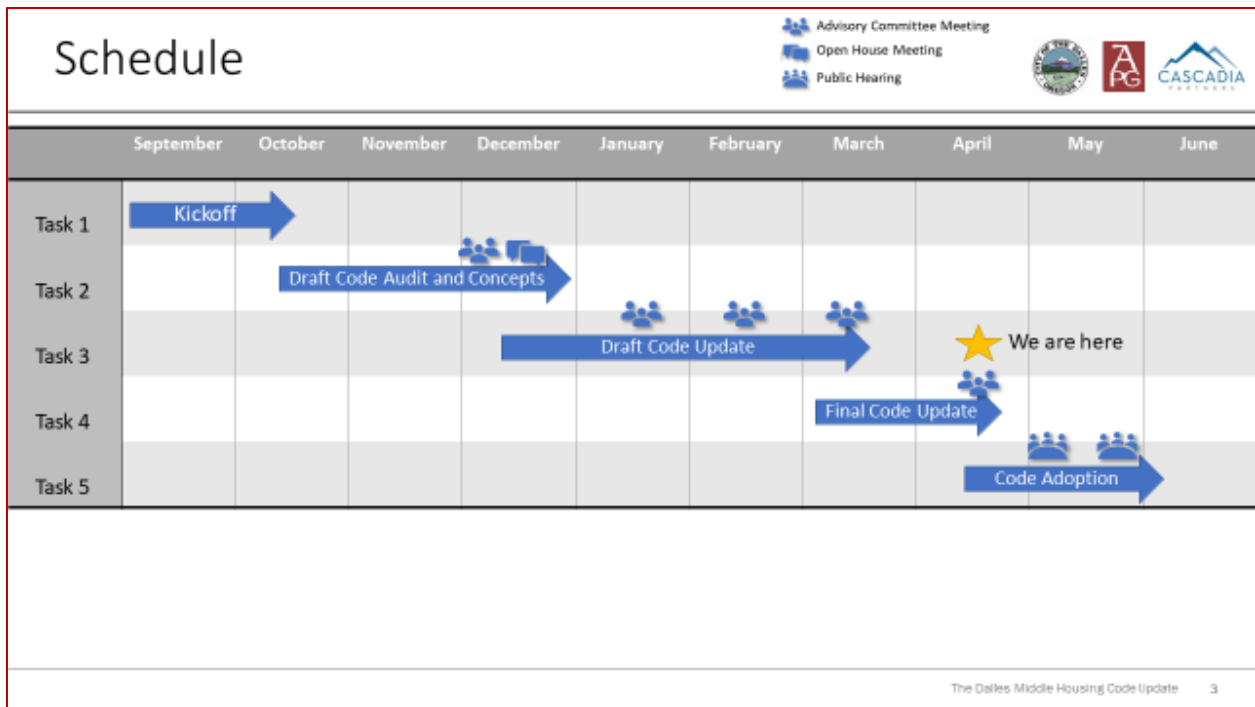
Planning Commission/Advisory Committee
April 22, 2021, 6:00 pm






Agenda



1. Project Update/Status report
2. Duplex amendments review
 - a. New amendment - duplex conversions
3. Tri/quadplex and townhome amendments review
 - a. Tri/quadplex parking (staff and consultant recommendation)
 - b. Townhome parking requirements
 - c. New amendment – Multi-family dwelling design standards
4. Code “Clean-Up” review
 - a. Residential in CBC zone
5. Next Steps



Final Code Update – Duplex Amendments Overview

- Expand definition of duplexes to allow for “detached” dwelling units
- Minimum lot size change for single-family detached and duplexes:
 - RH: 2,500 square feet
 - RM: 4,000 square feet
- Reduce minimum parking requirements to 2 off-street spaces for duplexes
- Clear and objective standards – removed/revised subjective design standards (e.g. duplexes must have “~~appearance~~ of a single house”, duplexes must have “~~traditional~~ front entry”)
- Duplexes exempt from residential density standards
- Other revisions to ensure duplexes are treated the same as single-family detached
 - Temporary family hardship provision
 - Landscaping prior to occupancy exemption

The Dalles Middle Housing Code Update 4

Final Code Update – Duplex Conversions



- State minimum compliance standards require medium cities to allow existing single-family to duplex conversions (OAR 660-046-0105(1))
- New Land Use and Development Article: *10.6.040 – Duplex Conversions*

Conversion of a single-family detached home to a duplex is permitted under the following conditions:

1. In the RL, RH, RM, NC residential zones and the CBC zone.
2. The conversion to a duplex shall not increase non-conformance with current development standards.
3. A conversion to a duplex is exempt from additional design standards.
4. Separate utility connections are provided for the additional unit.
5. A separate entry is provided or available for the additional unit, either on the side or front of the house.

Discussion Questions:

Are there any other requirements that should apply to single-family to duplex conversions?

Should the non-conformance provision also apply to parking for duplexes?

Final Code Update – Triplex and Quadplex Amendments Overview



- Reduce minimum lot size:
 - RH: 1,500 square feet per unit
 - RM: 2,000 square feet per unit
- Reduce minimum parking requirement (standard to be determined)
- Reduce minimum lot width (50 ft), depth (60/65 ft), and max height (35 ft) for RH and RM zones
- Remove 30% open area requirement for quadplexes
- Apply same SFD, duplex, and triplex landscaping standards to quadplexes

Final Code Update – Triplex and Quadplex Parking



Minimum off-street parking reduction options for triplexes and quadplexes:

1. 1 space per unit (3 for triplexes and 4 for quadplexes)
2. 2 spaces for the first unit and 1 for each additional unit (4 spaces for triplexes and 5 spaces for quadplexes)
3. 1.5 spaces per unit (round up to 5 spaces for triplexes, 6 spaces for quadplexes)

Staff/Consultant Recommendation: Option #2

Code Graphics – Option 1

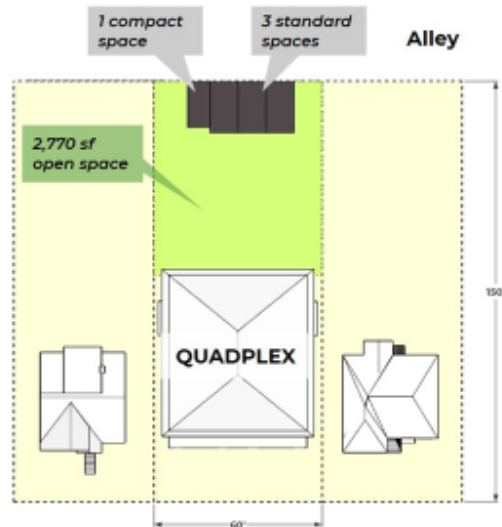


Option 1

1 space per unit

- Current code requires 70% of off-street parking spaces to be standard size
- Standard space = 10' x 18.5'
- Compact space = 8' x 16.5'
- Total parking space = 687 sf

A quadplex would require:
4 parking spaces



Code Graphics – Parking Option 2



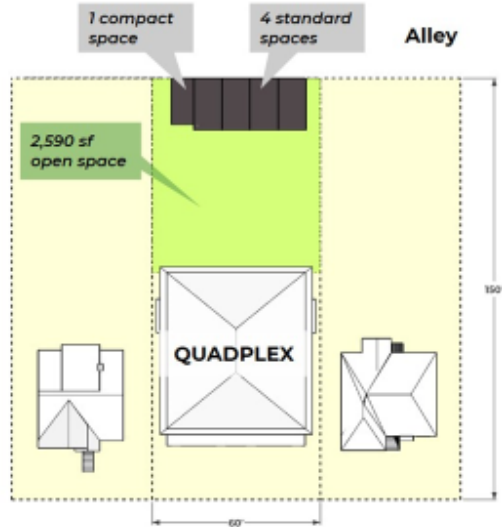
Staff and consultant recommendation

Option 2

2 spaces for first unit and 1 space for each additional unit

- Current code requires 70% of off-street parking spaces to be standard size
- Standard space = 10' x 18.5'
- Compact space = 8' x 16.5'
- Total parking space = 872 sf

A quadplex would require:
5 parking spaces



Code Graphics – Parking Recommendation 3

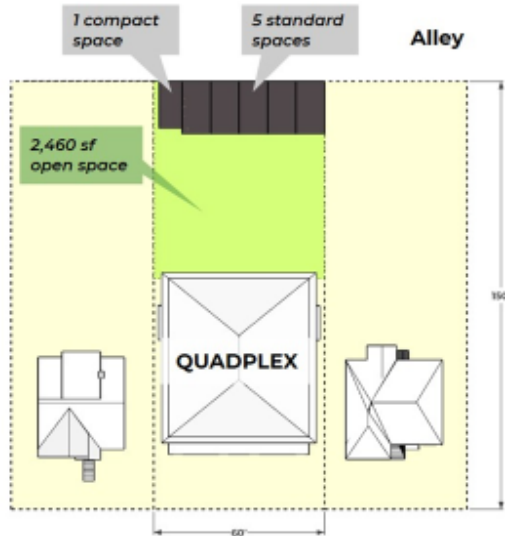


Option 3

1.5 spaces per unit

- Current code requires 70% of off-street parking spaces to be standard size
- Standard space = 10' x 18.5'
- Compact space = 8' x 16.5'
- Total parking space = 1,004 sf

A quadplex would require:
6 parking spaces



Townhome Parking Amendments – What to Consider



Two off-street spaces per unit reduced to one per unit – factors/options to consider:

- Market demand and conditions
- Common construction practices and consumer preferences
- Shared parking arrangements
- Land supply and costs

Final Code Update – Multi-Family Design Standards



10.3.030.040(E) Multifamily Dwelling Design Standards

3. Multifamily dwellings (3 or more units) shall:

a. Have variation in roof plane and elevation. This standard is met by providing *one* of the following details:

[...]

v. For three and four dwellings exceeding 25 feet in height, eave or parapet at 25 feet and pitched roof for remainder of height.



Final Code Update – Cleanup Amendments



- Added definitions: *Gross density, Net density, Porch*
- Remove “small lot single-family” from the Code
- Replace “building” with “dwelling” when referring to dwelling structures throughout the Code
- Clarified density range requirements for all residential zones to be consistent with Comprehensive Plan
- Add existing design standards for RH and RL to the RM zone
- Revise accessory dwelling setback standards to allow zero lot line

Final Code Update – Residential in CBC Zone



10.5.050.030(A) - Residential in CBC Zone

Option #1:

19. Residential uses as follows:
- a. All dwellings, as defined by this Title, so long as the ground floor is a permitted commercial use.

Option #2:

19. Residential uses as follows:
- a. All dwellings, as defined by this Title, so long as the ground floor is a permitted commercial use.
Sub-districts 1 and 3:
 1. All existing dwellings built prior to the adoption of this title.
 2. Duplex and single-family attached
 3. Attached town houses (zero lot line, 3 to 8 unit clusters)
 4. Multifamily dwelling
 - b. Sub-district 2: All dwellings, as defined by this Title, so long as the ground floor is a permitted commercial use.



Staff & Consultant Recommendation: Option #2

Next Steps



- Online Open House and Survey – Opened April 16, closes May 9

<https://arcg.is/OviTq>

- Adoption-ready code updates
- Planning Commission Hearing – May 20
- City Council Hearing for adoption– June 14 (second hearing June 28, if needed)