PLANNING COMMISSION MINUTES
Newberg Public Library - Newberg, Oregon
THURSDAY, NOVEMBER 13, 1997 AT 7 P.M.

Approved at the December 11, 1997 Planning Commission Meeting

I. PLANNING COMMISSION ROLL CALL

Planning Commission Members Present:

Stephen Ashby
Jack Kriz
Lon Wall
Steve Hannum
Myrna Miller
Matson Haug
Richard Waldren, Chair

Staff Present:

Mike Soderquist, Community Development Director
Barbara Mingay, Planning Technician
Duane R. Cole, City Manager
Larry Anderson, Engineering Manager
Peggy Hall, Recording Secretary

II. OPEN MEETING

Chair Richard Waldren opened the meeting at 7:00 p.m. He announced the procedure of testimony. Citizens must fill out a public comment registration forms to speak at the meeting.

III. CONSENT CALENDAR

1. Approval of October 9, 1997 Planning Commission Minutes.

Chair Waldren asked for corrections to the October 9, 1997 minutes. There were none.

Motion #1:	**Waldren/Miller** voted to approve the consent calendar items, approving the minutes of the October 9, 1997 Planning Commission.

Vote on Motion #1:	The Motion carried unanimously.

IV. COMMUNICATIONS FROM THE FLOOR (5 minute maximum per person)

None.

V. QUASI-JUDICIAL PUBLIC HEARING #1

APPLICANT: Springbrook Plaza/Family Bargain Center
REQUEST: Approval of sign program
LOCATION: Springbrook Plaza
TAX LOT: 3216CB-700 **ZONE:** C-2
FILE NO: G-30-97 **RESOLUTION NO.: 97-81**
CRITERIA: Newberg Development Code - Section 10.50.183

OPEN FOR PUBLIC HEARING.

Chair Waldren entered the Public Hearing process into the record, and opened the Public Hearing. Persons wishing to speak must complete public registration forms in order to be speak and be addressed by the Commission. Chair Waldren also noted there would be a five minute time limit.

Abstentions/ex-parte contact: None.
Objections: None.
Staff Report: Barbara Mingay, Planning Technician, presented a brief staff report. Ms. Mingay described how the City's present standards exceed the State's current standards. The proposed program would allow for variances for basic sign regulations. The applicant is not in attendance but other tenants of the shopping center were in attendance (Family Bargain Center). The applicant has proposed a sign program that has been in place for some time as part of the management group standards and has requested that the program be adopted by the City. Family Bargain Center occupies the space formerly occupied by The HUB. Ms. Mingay also stated there was no additional testimony or information provided to City staff to be received into the record.
Preliminary Staff Recommendation: The preliminary staff recommendation is made in the absence of public hearing testimony, and may be modified subsequent to the close of the public hearing. Staff recommended approval.

Proponent: **Dwight Rinderle (Family Bargain Center)**
400 Ruffin Road
San Diego, California 92131

Mr. Rinderle provided testimony in favor of the proposed sign program. The former HUB sign frontage is not adequate for their particular needs. The current criteria would only allow them a sign the same size as the Radio Shack sign. Family Bargain Center is the third largest business in the shopping center.

Opponent: None.

Questions to Proponent:

Commissioner Haug asked for information concerning the sign's design. Mr. Rinderle provided the Commission a design drawing which included specifications. The sign will have individual letters which reflects a clean and clear presentation (background would be lit).

Discussion was held concerning the square footage requirements as outlined and how it is different from the current standards and requirements. Ms. Mingay stated the proposal regulations were part of the plaza's management agreement for signage, but were not adopted by the City. They are more detailed in Exhibit "F".

Chair Waldren inquired how the regulations would affect existing and new tenants. Ms. Mingay stated the City is working with the Chamber of Commerce and the Highway 99W project team who is involved in the Brutscher to Main Street project which involved highway frontage and signs that are in the proposed improvement project. She indicated that only new signage at the center would be affected by the proposed sign program.

Public Agency reports: None.
Letters: None.
Proponent/Opponent Rebuttal: None.
Staff Recommendation: Ms. Mingay stated it is City staff's recommendation to adopt **Resolution No. 97-81.**

Chair Waldren closed the public hearing.

Commission Deliberation:
Ms. Mingay stated the staff report addresses the criteria for a sign program. All tenants are required to comply with the program. There is also another sign program being reviewed for another project which the Commission will consider next month. Discussion was held concerning conditions of approval, right-of-way and related sign dimensions. The program covers signs of all types: free standing, signs on buildings, lighting, etc.

Commissioner Kriz inquired about the height and location limitations. Ms. Mingay indicated 30 ft was the height limit. The sign program did not include a size limit.

Motion #2:	**Wall/Hannum** to adopt **Resolution No. 97-81.**

Vote on Motion #2:	(6 Yes/1 No [Kriz]). Motion carried.

VI. LEGISLATIVE PUBLIC HEARINGS (#1)

APPLICANT: City of Newberg
REQUEST: Approval of an ordinance amending the Newberg Comprehensive Plan policies and Comprehensive Plan Map, and amending the Newberg Development Code and Zoning Map relating to residential needs.
LOCATION: City wide
FILE NO: GR-2-95 **RESOLUTION NO.: 97-80**
CRITERIA: Newberg Development Code, Section 10.20.030

Abstentions/ex-parte contact: None.

Objections: None.

Staff Report: City Manager Duane R. Cole provided the staff report. Mr. Cole presented handouts to compare different projections. **Commissioner Haug** stated he prepared the figures in a graph format and presented those copies to Mr. Cole and the Commissioners. Discussion was held concerning transportation system development charges, housing units, population, size of sewer system, number of bedrooms in the community, etc. Mr. Cole addressed population projections issues noted by the Department of Administrative Services and their justification for such projections. Mr. Cole noted he has talked with Mr. Paul Warner from the State of Oregon (demographer) in which he provided projections. Douglas County had issues which were handled at the Land Uses Board of Appeals (LUBA). Another issue addressed by Mr. Cole was that of housing affordability.

Letters: 1) Memo from Duane Cole, City Manager regarding Population Estimates; 2) Letter from Bill Adams, TGM Program Manager; 3)Letter from Michael Soderquist, Community Development Manager.

Commissioner Haug asked for a time line in resolving the population growth confusion (projections from the State, County and City vary). Mr. Cole indicated the Mid Willamette Council of Governments (COG) has organized a work shop for next Friday (November 21) with Paul Warner to try to resolve the projected growth and projections. Discussion was held concerning average increases in surrounding cities. The cities of Wilsonville and Tualatin had tremendous growth which were not calculated or projected by the State or the City. Due to continued growth in many cities, Mr. Cole stated the demographers would probably recalculate their predictions every year, but it is still unclear. Mr. Cole said he would be attending the meeting next Friday and provide supplemental information after that date. The City needs to come up with realistic estimates for growth and population.

Commissioner Wall stated he is familiar with the problems the City of McMinnville is realizing in which they projected a certain growth, which appears to not be correct.

Discussion was held concerning placing the matter on hold pending more information from the COG meeting scheduled for next week. Further discussion was held concerning holding special meetings to discuss the various scenarios. Mr. Cole stated he arrived at his projections based on population information available from 1940 through today.

Commissioner Wall shared with the audience and the Commission how the silicon valley (Santa Clara County) in California was developed using "modern land use planning utilizing green spaces, urban reserve areas, urban growth boundaries, etc. Commissioner Wall stated some of the regulations were even more strict than what Oregon has but they did not make any effort to control growth.

Commissioner Haug expressed his views on livability, affordable housing, employment (jobs) and urban market centers. Commissioner Haug also stated it may be a good idea to have a quick tour of the City in order for everyone to be familiar with the problem. Mr. Cole stated the urban market idea is still in the City's comprehensive plan, but the neighborhood commercial area has not been developed yet.

Mr. Cole stated the City's current population is 16,765. Mr. Cole also addressed Metro's involvement and concerns. Discussion was held concerning job ratio to employment and the percentage of persons who reside in Newberg but work elsewhere. Further discussion was held concerning jobs as being an important factor in considering projections, livability and affordability.

Commissioner Miller reviewed her concerns involving residential versus industry development and which brings the best return on the dollar (negative for residential and positive for industrial). Discussion was held concerning a city near Albany as an example of this type of development.

Commissioner Waldren stated he supports new jobs for the community. Mr. Cole stated the City needs to focus on livability, affordability, vacancies in housing and employment opportunities. We need to do our best to project the City's needs and hope they all work. The key is to set the goal post as high as it can go in order to get the quality you want.

Chair Waldren opened the discussion for public testimony.

Sid Friedman
31909 NE Corral Creek Road
Newberg, Oregon

Mr. Friedman stated he was testifying on behalf of Friends of Yamhill County and feels the proposed draft is a preliminary first step in the right direction (things need to be done). The proposal must consider the following: needs, how many people will come into the Newberg area during a specific period of time, how do we accommodate them and their needs, population growth, senior citizens and the community in general, housing affordability, "zero zones", etc. Mr. Friedman addressed concerns which the City of Forest Grove dealt with in reducing their lot size requirements. Mr. Friedman read excerpts from a prepared statement. Mr. Friedman asked that the City reject the proposal and direct staff to plan for needs without using R-O zoning and noted minimum density standards and design guidelines included on the back of the handout. Discussion was held concerning grant funds available for further studies. Mr. Friedman also addressed in-fill and redevelopment procedures and information he had obtained through a conference at Portland State University.

Commissioner Miller noted the City of Portland has done a terrific job with the Lloyd Center area and it appears that the younger professionals are rejuvenating the core areas of the City. Mr. Friedman added that Metro has redirected redevelopment into the City. **Commissioner Haug** also noted that the Johns Landing area has also reestablished the neighborhood and the population density has increased. **Commissioner Haug** stated he does not believe the City of Portland has zero zoning.

Commissioner Wall stated he agreed with Mr. Friedman on his concerns, but modifying human behavior cannot always be done. Disbursing the different zoning throughout the community may help in reducing deteriorating areas. The City of Portland does exclusionary zoning because basic economics does it anyway.

Commissioner Hannum related information he received from an Oregonian article on the west light rail. The article indicated that the sheriff's office predicted higher density means higher crime. Mr. Friedman stated he has information and data which reflects that increased density does not increase crime.

Motion #3:	**Wall/Haug** to take a five minute break at approximately 8:30 p.m.

Vote on Motion #3:	The motion carried (Unanimous).

Chair Waldren called a 5 minute recess at approximately 8:45 p.m. after which the meeting reconvened.

Ms. Mingay recommended that discussion be continued to next month's meeting (December 11).

Commissioner Haug said he would like to recommend that the Commission consider Mr. Friedman's statements concerning in-fill and redevelopment issues. Discussion was held concerning the appropriate growth percentage the staff should consider in making their projections.

Motion #4:	**Ashby/Kriz** to direct staff to prepare an analysis and perform research to determine what appropriate percentage should be used in considering in-fill and redevelopment criteria.

Vote on Motion #4:	The motion carried (Unanimously).

Motion #5:	**Miller/Wall** to continue the discussion to the December 11 meeting residential needs analysis.

Vote on Motion #5:	The motion carried (Unanimously).

VIII. NEW BUSINESS

3. Central School Building Permit Request

Ms. Mingay requested the Commission's consideration in placing this New Business item on the agenda.

Motion #6:	**Wall/Miller** to revise the agenda.

Vote on Motion #6:	The motion carried (Unanimously).

Ms. Mingay discussed a CPRD request concerning repairing the proposed Community Center at Central School. Their request for permit approval involves the south end wings of the building and will still restrict access to the balance of the building. Ms. Mingay also noted the Commission would be receiving a conditional use permit application within the next few months to relating to the use of the building as a Community Center. The present request is for a building permit only.

Mr. Don Clements, Executive Director of Chehalem Park & Recreation District, stated CPRD is not happy with certain issues surrounding the Central School facility. Mr. Clements noted there is an agency that is in need of housing their operation during the busy holiday season. Mr. Clements also stated the surrounding neighborhood has been contacted and they are all in agreement with the changes that will be made. Discussion was held concerning information contained in the staff report as to gypsum board, structure and related issues. Further clarification of the request and review of the map attached to the request was made. The request is to allow only a portion of the facility to be occupied.

Mike Soderquist, Community Development Director noted the occupancy would be in the first two rooms (stage 1). The area was approved for occupancy by the City fire marshal. Ms. Mingay stated CPRD is not prepared for a full conditional use permit at this time. Discussion was held concerning earthquake precautionary procedures and standards as well as other related structural issues. Mr. Clements noted City, County and State representatives have reviewed the building and found no problems concerning electrical issues. Mr. Ray Miller of Miller Consulting Engineers reviewed the building, prescribed immediate improvements and provided upgrade standards. A show of hands was made concerning the feasibility of approval of this request prior to a full motion being made. (5 Yes/1 No [Kriz]).

Further discussion was held concerning remodeling and future construction of the facility. **Commissioner Kriz** stated both the City and the School District evaluated the building and determined there were numerous upgrades that would have to be completed prior to occupancy (earthquake, fire, life and safety), and found it not worth doing.

Motion #7:	**Wall/Hannum** to grant approval for the issuance of the building permit.

Vote on Motion #7:	The motion carried (6 Yes/1 No [Kriz]).

Mr. Clements noted he appreciated the comments made addressing concerns about the Central School facility as well as the armory facility.

LEGISLATIVE PUBLIC HEARING (#2)

APPLICANT:	City of Newberg	
REQUEST:	Approval of an ordinance amending the Newberg Comprehensive Plan and Newberg Development Code relating to street standards, as required for compliance with the Transportation Planning Rule.	
LOCATION:	City wide	
FILE NO:	GR-4-95	**RESOLUTION NO.: 97-83**
CRITERIA:	Newberg Development Code, Section 10.20.030	

Abstentions/ex-parte contact: None.
Objections: None.
Staff Report: **Ms. Mingay** presented the staff report with comments and opened the discussion. The issue relates to amending the City's Development Code which will provide clear and consistent guidelines. Ms. Mingay introduced Larry Anderson, City of Newberg Engineering Manager.

Mr. Larry Anderson continued with the staff report and reviewed the draft document. Mr. Anderson provided a brief history of the project. The project was coordinated by City staff, McKeever/Morris, Inc. and Kittleson & Associates staff personnel. The team met with the City's Capital Projects Committee who addressed concerns involving encouraging pedestrian/bicycle use rather than auto travel. There were public hearings and meetings and a citizen advisory committee formed, The presentation included illustrations and exhibits which reflected the whole project. Mr. Anderson said the first portion of the document involves revisions to various City codes (transportation, construction standards, Comprehensive Plan amendments and the City's Transportation Plan). Discussion was held on lighting specifications and illustrations. Mr. Anderson highlighted:

1. Collector street standards with bike lanes, parking on both sides (46 feet wide).
2. Major arterial standards, existing right-of-ways, zoning, cul-de-sacs, and traffic calming devices; and
3. Lighting and landscaping standards.

Commissioner Haug stated the City has a tree planting guide (1992) which may be of some help. Mr. Soderquist stated he would provide the Commission with a copy of the guide. Discussion was held concerning requiring property owners to plant certain trees on private property or in the right-of-way. Mr. Anderson reviewed tree/landscaping in conjunction with street lighting requirements. Mr. Anderson also addressed various lighting systems (acorn/mast types). Mr. Anderson noted the lighting in Westlake Estates seems to be very good and visible. Mr. Anderson stated he would amend the document to include types and styles (include pictures, etc.).

Mr. Anderson also discussed the proposed minimum 32 feet street and parking standards. He noted there would be continued revisions to the document through the review process.

Mr. Warren Parrish
30450 NE Wilsonville Road
Newberg, Oregon

Mr. Parrish expressed his concerns involving major collector streets (Springbrook to Fernwood to Mountainview Drive) (page 15). Mr. Parrish stated the Commission should consider adding Wilsonville Drive to the list. Mr. Anderson explained the original plan involved traffic going off Springbrook Road and on to Hancock Street, which would take the traffic away from the airport area. North of Fernwood Drive would be a collector and south would be a collector as well due to the proposed intersection at Hancock Street. Both sides of the street would be identically built. The Commission thanked Mr. Anderson and City staff for producing such a good document.

Staff Recommendation: Ms. Mingay stated it was staff's recommendation to continue the discussion to next month's meeting for further discussion (December 11, 1997).

Motion #8:	**Miller/Hannum** to continue the discussion to the December 11, 1997 meeting.

Vote on Motion #8:	The motion carried (Unanimously).

Mr. Anderson stated additional changes would be presented and identified to include additional mapping and illustrations.

Motion #9:	**Miller** to adjourn at 10:20 p.m.

Vote on Motion #9:	The motion failed for a lack of second.

VII. OLD BUSINESS

1. Subcommittee report (Ashby-Hannum) regarding ordinance amendments relating to sign requirements (G-27-97).

Commissioner Ashby presented a brief report advising as to the meeting with the Chamber Economic Development Committee about four months ago. Commissioner Ashby stated the Committee was mildly interested in sign ordinance revision. Discussion was held concerning support and responses not received. Commissioner Ashby further stated that it was his opinion the Committee would prefer to see a draft ordinance and they (the Committee) would respond to it.

Ms. Mingay stated a brief review of the businesses in the downtown core area produced little or no interest in an ordinance revision; however, the City Council has given direction for the Planning Commission to review and consider sign ordinance amendments. Maybe a more clearer direction is needed. Commissioner Haug also stated the Highway 99W improvement project may have some input concerning the sign standards. Ms. Mingay stated the City Council indicated a concern for sandwich board signs along the downtown corridor as well as along Hwy 99W (between Brutscher to Main Street). With the Hwy 99W improvement project, consideration will need to be given to dealing with parking lot setbacks, loss of parking, signs and buildings in the State right-of-way. This would be an entirely separate issue from downtown signs.

Commissioner Haug also noted it would be a good time to address undergrounding utilities and landscaping issues.

Mr. Soderquist added that discussion of the sandwich board signs is a first step. Mr. Soderquist stated he obtained ordinances from other cities (Corvallis, Ashland and Cannon Beach) and none of those cities permitted sandwich board signs and had the feeling of "just say no".

VIII. NEW BUSINESS

1. Resolution 97-82; initiating an ordinance amendment relating to manufactured dwellings (G-31-97).

Ms. Mingay stated it was not a public hearing process. Ms. Mingay presented the staff report and noted that correction to the Code is required because of ORS revisions. Staff recommendation is to approve **Resolution No. 97-82.**

Motion #10:	**Hannum/Miller** to approve **Resolution No. 97-82.**

Vote on Motion #10:	The motion carried (Unanimous).

Commissioner Haug requested a copy of the State regulation. Ms. Mingay stated staff would provide same.

2. Technical Memorandum: Newberg-Dundee Transportation Improvement Project (handout only).

Mr. Anderson presented the handout as well as the Undergrounding Overhead Utilities on 99 between Brutscher and Main Streets.

IX. STAFF AND COMMISSION REPORTS

1. Update on Council Items

Mr. Soderquist provided a brief update of the events and agenda items discussed at the November 3, 1997 City Council meeting. **Mr. Soderquist** noted that the Council would be addressing a water summit on the City's water supply at the next City Council meeting. The discussion would involve water supply options and the Commission was welcome to attend.

2. Other reports, letters, or correspondence

Commissioner Miller advised as to another ODOT meeting concerning the Hwy 99W improvement project. A meeting scheduled for November 19 in Salem will be held to discuss possible changes in the final plan as it pertains to left turns and median access.

Commissioner Haug inquired of the status of the undergrounding utilities issue. Mr. Soderquist stated the City Manager would come back to the City Council with recommendations.

3. Next Planning Commission Meeting, December 11, 1997

X. ADJOURNMENT

The meeting was adjourned at approximately 10:35 p.m.

Passed by the Planning Commission of the City of Newberg this 11 day of December, 1997.

AYES: 7	NO: 0	ABSTAIN: 0 (list names)	ABSENT: 0

ATTEST:

Barb Mingay

Planning Commission Recording Secretary Signature   Barb Mingay Print Name   Date

INFORMATION RECEIVED INTO THE RECORD
AT THE NOVEMBER 13, 1997 PLANNING COMMISSION MEETING.

THIS INFORMATION IS ON FILE AT THE COMMUNITY DEVELOPMENT OFFICE ATTACHED TO THE MINUTES OF THE MEETING AND IN THE PROJECT FILE IT PERTAINS TO.

INFORMATION DISTRIBUTED TO COMMISSIONERS

1. DLCD Handout: "Oregon Statewide Planning Program"
2. PGE Handout: "Trees" (a guide to selecting street trees)
3. Handout: "Should we place the overhead wires under the ground?"
4. Enclosure: from Laughlin Oil Co. regarding Decision Statement - Dispute, Brutscher Street to Main Street.
5. Handout: "Human History and Population"
6. Handout: "Recommendations Regarding Alternatives to be Forwarded for Additional Study" regarding the Newberg-Dundee Transportation Improvement Project.

LABELS FROM THE 11/13/97
PLANNING COMMISSION MEETING
FROM THOSE WHO GAVE PUBLIC
TESTIMONY/REGIS. CARDS

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