PLANNING COMMISSION MINUTES
Newberg Public Library - Newberg, Oregon
THURSDAY, JANUARY 9, 1997 AT 7:00 P.M.

Approved at the February 13, 1997 Planning Commission Meeting

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I. PLANNING COMMISSION ROLL CALL

Planning Commission Members Present:

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

Staff Present:

John Knight, Planning Manager
Barbara Mingay, Planning Technician
Sara DeMaster, Recording Secretary
Mike Soderquist, Director of Community Development

II. OPEN MEETING

Chair Matson Haug opened the meeting at 7 p.m.

III. STUDY SESSION

Presentation of "Legal Issues" by **Terry Mahr, City Attorney**. This highlighted various aspects of the hand-out provided to the Commissioners regarding land use issues. No formal minutes are taken during study sessions.

IV. Institutional Zone CPA-3-96 (moved forward for discussion from the New Business Agenda)

Al Bankendorf, Planning Consultant of Bankendorf Associates, outlined the project being developed by George Fox University, the Providence Newberg Hospital, and Friendsview Manor, in conjunction with the City of Newberg to propose creating an institutional zone. He described various problems which the current residential and commercial zoning have caused for the three institutions, particularly the University. An area map was provided to the Commissioners of the proposed Institutional Zone, with shaded areas denoting an Overlay Zone additional to the actual Institutional Zone. Mr. Bankendorf emphasized that three (3) meetings were held with neighbors of the institution in the proposed zone. Further meetings are planned for individuals within 100 feet of the proposed zone. Another goal of the zone, as identified by Mr. Bankendorf, is to provide a certainty of where and in what direction the institutions intend to grow.

Commissioner Miller asked if the shaded area could be looked upon as a further growth zone and not simply as a buffer. **Al Bankendorf,** responded that it could and is identified as such, although there are not immediate plans for those areas.

Commissioner Waldren asked how many residential houses were in the area and where. **Al Bankendorf,** identified the northwest and southeast corners as the primary areas of residential houses and confirmed that these individuals had been contacted through the afore-mentioned meetings.

John Knight, Planning Manager, discussed some of the administration problems with the project, such as home conversion problems for the University. He stated that this is a City project, with the City as a main sponsor, and that a quasi-judicial process would be followed. It is tentatively planned to bring the project before the Planning Commission at the February 13, 1997 meeting.

Commissioner Haug asked if the possible modification of the stream corridor rule had been considered. **John Knight** confirmed that it had been addressed.

John Knight then identified three (3) issues of concern for neighbors. The main concern is parking management, which the University and the Hospital have addressed by conducting studies of the management plans of other institutions, particularly Portland State University. Concerns about eminent domain because this is a City project have been alleviated by noting that this is not a public project, regardless of the City's involvement, and neither the City nor the institutions have that power. A final concern was that of the overlay zone placing a "cloud" over the residential homes, especially for resale, but he did not think this would be a major problem.

V. CONSENT CALENDAR

1. Approval of December 12, 1996, Planning Commission Minutes.

   Commissioner Waldren suggested revision of the second chart on page 4 of the December 12, 1996 Planning Commission Minutes, to change the issue "Future Focus" to "Focus on Jobs."

Motion #1:	**Commissioners Miller-Waldren** to approve the consent calendar items, approving the revised minutes of the December 12, 1996, Planning Commission Meeting.

Vote on Motion #1:	The Motion carried unanimously (7-0).

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

none

VII. QUASI-JUDICIAL PUBLIC HEARINGS

none

VIII. LEGISLATIVE PUBLIC HEARINGS

none

IX. OLD BUSINESS

1. Election of Planning Commission Officers

Motion #2	**Commissioners Miller-Annum** to nominate Matson Haug as the Planning Commission Chair.

Voice Vote on Motion #2	The Motion carried unanimously (7-0).

Motion #3	**Commissioners Annum-Kriz** to nominate Myrna Miller as the Planning Commission Vice-chair.

Voice Vote on Motion #3	The Motion carried unanimously (7-0).

2. Quick Response Team (continued from the December 12, 1996, Planning Commission Meeting).

John Knight, Planning Manager, asked for two to three commissioners to assist in "mini-policy" issues that need some input from the Commission but do not require a quorum. He would call them a few times a month for a meeting to discuss problems which need resolution before the next commission meeting. The decisions will be brought back to the Planning Commission to be sure everyone agrees with them. The Commission agreed with the idea and every member was willing to be available. It was decided that several members should be "primary" and the others available if the primary team could not meet.

Motion #4	**Commissioners Waldren-Wall** to approve Commissioners Miller, Kriz and Annum as the primary members of the Quick Response Team.

Voice Vote on Motion #4	The Motion carried unanimously (7-0).

The meeting was recessed at 8:40 p.m.

Chair Haug called the meeting back to order at approximately 8:45 p.m.

3. Planning Commission Goal Setting (continued from the December 12, 1996 meeting).

John Knight, Planning Manager, had met with Chair Haug and Commissioner Kriz to identify what was meant by the issues brought up at the December 12, 1996, meeting. He condensed the issues and reviewed the procedure of where issues came from. The Planning Commission staff prioritized the issues. He provided an overhead presentation of the issues and several points from each set of sub-issues which had been discussed at the last meeting. The format for the presentation was adapted from the format used by the Police and Fire Departments. The results of the Commission deliberation of these issues will be presented at a joint meeting with the City Council on February 27, 1997.

Chair Haug conducted the presentation of the goals using the overheads developed by John Knight, Planning Manager, from the last meeting. He asked the Commission if the following list of goals, according to priority, was a correct assessment of their decision in the last meeting, and they agreed that it was.

1	Density Issues
2	99W/Bypass
2	Northern Arterial
2	Riverfront Development
2	Focus on Jobs
3	Downtown development

4	Development of Joint Recreation Plan with Parks and Recreation

Chair Haug reviewed the following goals, requesting elaboration of certain points from **John Knight, Planning Manager.**

A. Goal #1 Density Issues

1. Planned development ordinance: to allow more flexibility in planning
2. Mixed-use centers: mixing different zones, even within buildings
3. Residential needs grant - add tools in tool box: ways to add incentives into development code so that higher-density can be combined with aesthetics
4. Analyze density increases for industrial and commercial areas
5. Enhancing pedestrian opportunities
6. Viability of mass transit

Chair Haug suggested that a discussion or work session of the Commissioners' individual viewpoints on philosophical issues of building out, using surrounding land, etc., might be held in the next month or two.

B. Goal #2 99W/Bypass

1. What happens at interchanges - zoning issues: **Commissioner Kriz** questioned how the zoning of the area around the bypass might be conducted to prevent problems that a bypass may solve. **Commissioner Annum** suggested the need for a zone abutting limited-access roads, and **John Knight, Planning Manager,** agreed.
2. What will they look like - aesthetic issues: especially within the City
3. Alignment study of bypass: zoning cannot be done until the location of the bypass is confirmed
4. Signage - commercial
5. Pedestrian/bike crossings
6. Coordination with ODOT: The Commission discussed the need to participate with ODOT. John Knight, agreed that they needed to request to participate and this should be discussed with the City Council.

C. Goal #3 Develop a Northern Arterial

1. Definition of Northern Arterial; primarily Crestview Drive, Mountainview Road, Coppergold Pony Farm, through Buckley Meadows, from 99W to the northwest side of town without having to go all the way through 99W and then up to College Street.

   Commissioner Annum noted a need to plan for roads before looking at the actual development.

   The Commission agreed to change the name from Northern Arterial to Northside Roadway because of the connotations of the word "arterial."

2. Define the alignment
3. Develop funding mechanisms
4. Analyze zoning options
5. Develop local street connections
6. Coordinate with property owners/partnership with adjacent owners
7. County/ODOT coordination

D. Goal #4 Riverfront Development

The Commission expressed feelings that it could play a part in this development.

1. Recreation - camping, boating
2. Marina
3. Evaluate destination resort alternatives
4. Impact of bypass
5. Rezoning/land use alternatives
6. Coordinated effort (counties, Corp. of Engineers, State)
7. Investigate environmental issues

E. Goal #5 Focus on Jobs

1. Retention of existing jobs
2. Creating new opportunities
3. Profiling what type of jobs are appropriate for the community:
John Knight, suggested a future focus of attempting to attract businesses now, before they are needed in the area.
4. Developing a jobs/housing balance
5. Economic development plan: might bring all issues together
6. Promotion - coordination with Chamber of Commerce and community groups
7. Establishing coordination responsibilities/economic development coordination:
John Knight, suggested looking for a full-time coordinator to retain businesses, including small businesses, in Newberg by facilitating their needs. He suggested that a business license fee might fund this position.
8. Funding district tax - business license

F. Goal #6 Downtown Development
1. Transportation issues: The location of 99W - its relocation to Second Street and finalization relative to downtown development
2. Investigate resurrection of 1980s downtown development plan
3. Explore traffic control/bump-outs
4. Increase occupancy and economic activity
5. Expand evening and breakfast activities
6. Residential downtown

G. Goal #7 Development of Joint Recreation Plan with Parks and Recreation Department
1. Develop City liaison with the Park District
2. Coordinate Park Master plan and zoning
3. Define park locations
4. Analyze fundings
5. Analyze permanent funding source for maintenance

Following the presentation, the Commission discussed the re-prioritization of issues and decided to vote on them. Each member had three votes, giving their top choice a 3, their second choice a 2, and their last choice a 1. The following table lists the results.

Commission Priority Number	Issue	No. of Votes	Staff Priority Number
1	Density Issues	13	4
2	Northside Roadway	8	1
3	99W/Bypass	7	2
3	Focus of Jobs	7	3
4	Riverfront Development	3	7
4	Downtown Development	3	5
5	Joint Recreation Plan	1	6

3. City Council Liaison

John Knight, Planning Manager, introduced the idea of a City Council liaison to represent the Planning Commission before the City Council. The Commission agreed that ideally this individual should be the chair or vice-chair. An informal agreement was made that Chair Haug would serve as the City Council Liaison.

X. NEW BUSINESS

1. Set date for informal meeting.

In conjunction with Chair Haug's suggestion of a meeting to discuss individual philosophies, **John Knight, Planning Manager,** suggested a dinner meeting for the Commission. The Commission agreed to meet on Friday, January 24, 1997, at 7 p.m. at J.P. Founders restaurant for an informal dinner meeting.

2. Tour of Various City Facilities.

John Knight, Planning Manager, wanted to have several Commissioners join him on a tour of City facilities to promote an understanding of the City infrastructure. Several City Council members may accompany them. The Commission agreed upon the importance of such a tour and decided that all the members would like to participate at some point. Several trips will most likely be scheduled to accommodate all the Commissioners. John Knight also said that he would like to conduct field trips with several Commissioners to Portland and Gresham to compare their procedures with those of Newberg.

3. Commissioner to attend City Club Luncheon on Tuesday, January 21, 1997.

John Knight, Planning Manager, asked for a Commissioner to volunteer to sit on a five-member panel at the City Club Growth and Development Meeting on January 21, 1997, at 12 p.m. **Commissioner Waldren** volunteered to attend.

XI. STAFF AND COMMISSION REPORTS

1. Update on Council Items: Appointment of Commissioners

John Knight, Planning Manager, mentioned the appointment of the new commissioners and noted that NUMAC, the joint city-county board, was still missing an appointment.

2. Other reports, letters, or correspondence
   none

3. Next Planning Commission Meeting, February 13, 1997.

XII. ADJOURNMENT

The meeting was adjourned at approximately 10:17 p.m.

Passed by the Planning Commission of the City of Newberg this 13 day of February 1997.

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

ATTEST:

Janet C. Yarbrough — Planning Commission Recording Secretary Signature

Janet C. Yarbrough — Print Name

2/14/97 — Date

INFORMATION RECEIVED INTO THE RECORD AT THE JANUARY 9, 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.

STUDY SESSION (No project file #)
A copy of the "Land Use Presentation by Terrence D. Mahr" was given to the commissioners.

PROJECT FILE # CPA-3-96
A map of the proposed Institutional Zone Study Area for Newberg, Oregon, was given to the commissioners.

LABELS FROM THE 1/9/97
PLANNING COMMISSION MEETING
FROM THOSE WHO GAVE PUBLIC
TESTIMONY