



## PLANNING COMMISSION MINUTES

November 13 2008

7:00 p.m. Regular Meeting  
Newberg Public Safety Building  
401 E. Third Street

*TO BE APPROVED AT THE DECEMBER 11, 2008 PLANNING COMMISSION MEETING*

### I. ROLL CALL:

Present: Thomas Barnes Matson Haug Phil Smith  
Cathy Stuhr, Chair Nick Tri Lon Wall

Absent: Derek Duff (excused)

Staff Present: Barton Brierley, Planning Director  
Steve Olson, Associate Planner  
David King, Recording Secretary

### II. OPENING:

**Chair Stuhr** Smith opened the meeting at 7:00 PM by asking for the roll call.

### III. CONSENT CALENDAR:

**Motion #1: Barnes/Wall** to approve the minutes from the Planning Commission meetings of September 25 and October 9, 2008 (6 Yes/0 No, 1 absent).

### IV. COMMUNICATIONS FROM THE FLOOR:

**Chair Stuhr** invited the two citizens to propose other discussion items for the agenda. No one offered a new item of business.

### V. LEGISLATIVE PUBLIC HEARINGS:

- APPLICANT:** City of Newberg  
**REQUEST:** Amend the Newberg Development Code parking and access standards for multiple single family dwellings on a single lot and for multifamily dwellings  
**FILE NO.:** DCA-07-003      **RESOLUTION NO.:** 2007-247

Chair Stuhr called for any abstentions, conflicts of interest, and objections to jurisdiction. No commissioner mentioned any of the above.

Staff Report:

Steve Olson introduced the unusual acronym of MSFDUOSL (Multiple Single Family Dwelling Units On a Single Lot). These are not typical subdivisions, nor multifamily apartments. They are reviewed as multifamily developments, and then are later turned into condominiums so they can be sold. They are single family detached dwelling units with a common driveway access, and are similar in appearance to houses on a private street. They are built in the R-2 zone, and come closer than typical subdivisions to meeting the density goals of the city. Such units typically sell for \$170,000 - \$200,000 with 1,000 – 1,200 sq. ft. Their typical appearance was shown visually, but described as a single lot with a long driveway, multiple single family detached dwelling units, with parking at each unit and some visitor parking.

The topic is being discussed tonight because City Council passed Resolution 2007-2753 and has asked for the Planning Commission's recommendations regarding perceived access and parking issues.

Options:

- 1) Limit the number of units using the private drive to four or less SF dwelling units (this would essentially prohibit these types of development).
- 2) Leave the access standards unchanged; revise the parking standards to require some unassigned parking spaces, visitor parking spaces, allow credit for adjacent on-street parking spaces, and base number of spaces on number of bedrooms in a unit.

Tonight's meeting is to follow up on the previous workshop on this subject, discuss the proposed changes in depth, and look for public input (one citizen is still in the audience).

A Closer Look: The location of the three current developments in Newberg includes two on west 1<sup>st</sup> Street (Craftsman Square and Sunnycrest Point) and another at 9<sup>th</sup> and River (River Point). Fire and emergency access were addressed at the design review stage for all of these projects. The access drives meet all development code and fire code standards, and have been approved by the fire marshal as part of the design review and building permit review. Such fire codes require turnarounds and minimum turning radiuses in order for fire trucks to have unobstructed access. The condominium associations for each site can address parking enforcement and long-term maintenance when they arise.

Commissioner Haug asked about the parking spaces seen in the slide show. Steve Olson reported that the minimum requirement for parking spaces is 9 feet wide x 18 feet deep with a 24 feet wide drive aisle for backing out of such spaces.

Commissioner Smith asked about the requirements for condominium associations in reference to street maintenance. Steve Olson deferred the answer until Mike Willcuts steps up to the microphone. Commissioner Barnes added that such private drives/streets don't suffer the wear and tear of normal city streets that endure large truck traffic.

Current code requires two off-street parking spaces per unit. The spaces can be in garages, carports, or outdoors. No visitor parking is required. These condominium projects have 3 off-street spaces per unit, and some have additional visitor parking. Such figures exceed current code. Is current code sufficient? The ITE (Institute of Transportation Engineers) parking demand reports estimate that the average demand for a single family detached dwelling on an individual lot will be 1.83 spaces (See P23 of the Agenda Packet).

Parking concepts to consider:

1) Assigned parking is dedicated to a particular unit. Parking demand varies, however, so providing some unassigned parking will make the parking more flexible and efficient.

2) Garage spaces versus outdoor spaces. Garage spaces can become storage spaces, which raises the question of whether garage spaces should be counted as dedicated spaces. One solution would be to require a certain amount of storage space per unit. This would be useful but would also increase the cost of the units. It also would not guarantee that the garage would not be used for storage. Perhaps the issue is self regulating because people who have to park several blocks away on the street will have an incentive to clear out their garage.

Commissioner Haug wanted to know if there is a parking problem with recent projects. Steve Olson says there isn't but there could have been if the developer did not exceed the city code for parking by providing visitor parking.

Staff also looked at similar size cities to Newberg, and found that Newberg's parking requirements are higher than others. Newberg bases the number of spaces on the number of dwelling units. All of the other cities we reviewed base the number of required spaces on the number of bedrooms. If we require too little parking then it will overflow into nearby on-street parking. If we require too much parking then it will increase the cost of housing because it takes up space, decreases the number of units that can be built on the site, and increases the size of stormwater facilities.

Fortunately there is not a current parking problem with the existing MSFDUOSLs in Newberg shown tonight. Developers provided more parking than required. Staff does not endorse option A, where the number of dwelling units is required to be four or less per driveway. This would prohibit some of the most affordable new houses in Newberg.

Staff recommends option B, which relates the number of required parking spaces to the number of bedrooms, requires some unassigned parking, some visitor parking, and allows credit for some adjacent on-street parking.

Chair Stuhr asked for any late correspondence. Steve Olson said that there wasn't any late correspondence. Chair Stuhr also asked for clarity on how staff is counting garages, driveways, and street parking. Barton Brierley replied that the whole complex (five homes on a driveway, for example) would have to build some unassigned and visitor parking.

#### Public Testimony:

Mike Willcuts with Coyote Homes shed light on condominium association fees. As the developer of River Point, they are about to turn over the fund collected for the last year and half to the condo association. The fees cover garbage pick-up, landscaping /irrigation, maintenance, and PGE street light fees. The fund is currently over \$7,000. This is an example of how the maintenance fund will grow over time.

The Chehalem Townhomes at Vittoria and Springbrook are built with common walls and the property owners share in the common grounds and own the land under their building footprint.

He likes option B and not A. He especially doesn't want to see the four dwelling units as a maximum limit with option A. He thought it would be interesting to check apartment parking lots at night to see how many empty spots exist in the parking lots (suspects that we currently require too much parking).

He then explained with an aerial picture of Craftsman Square that only three single family homes would have fit on the property without the option of building condominiums. R-2 allows multifamily housing, so Coyote Homes was able to build Craftsman Square as multiple single family dwellings and then turn them into condominiums to sell them. He then showed how River Point was an impossible lot to develop for single family dwellings in the usual subdivision way.

Commissioner Haug asked if houses could be built smaller. Mr. Willcuts was not sure, except to say that homes still need kitchens and bathrooms—the expensive parts—and therefore smaller won't necessarily be much cheaper.

Commissioner Smith asked if Sunnycrest Point had unassigned parking. Mr. Willcuts said that there are three parking spaces per unit, two assigned and one for visitors. What would he think of a group of unassigned parking spaces off on their own? Mr. Willcuts prefers them closer to the units, and appreciates that the planning director would have the flexibility to approve the location of the unassigned/visitor parking.

Commissioner Wall asked if assigned parking was a good idea. Mr. Willcuts said yes, but some unassigned parking in addition was a good idea. Commissioner Wall also asked about flag lot driveways on Illinois. Mr. Willcuts said the Illinois development was not his, but that there was not enough room there for a public street. There was no good reason to create two driveways, either, when one would have worked fine. He would also like to see the private street ban reinvestigated.

Commissioner Barnes commented that Coyote Homes projects done as in-fill are much appreciated. He also wondered what it would cost to change some of the asphalt of a parking lot to concrete pervious blocks to minimize water run off. Mr. Willcuts could not estimate such costs on the spot, but did note that such material has long-term maintenance costs as well.

Commissioner Smith reported on the Affordable Housing Task Force. After explaining who participates, he mentioned that the Task Force is very pleased with building of MSFDUOSL, and likes the staff recommendation. It helps with density, provides affordable housing, especially without any new apartments being built, etc. Mr. Smith would like to strongly disassociate private streets from the driveways of MSFDUOSLs; these are not private streets.

Commissioner Haug wanted to know what these units would look like if the parking spots were limited to the city requirement. The city would require fewer assigned spaces but would add requirements for unassigned spaces and visitor spaces. As a practical matter these projects would look much the same, as the garage space and the driveway space in front of the garage have to be assigned to each unit.

Chair Stuhr closed public testimony and opened up deliberation by returning to Commissioner Haug's question. Barton Brierley used a picture to propose that some of the parking spaces could be turned into larger front landscaped areas.

Commissioner Wall has not observed Craftsman Square being overcrowded with two trips by it a day. He added that the strongest regulatory force is economics. He believes that the developer did not build just to minimum requirements so as to have a more attractive product to sell. Commissioner Wall added that he finds gated communities very offensive, but he is very hesitant to regulate them. Similarly, he is not opposed to private streets as long as they don't impede on community.

Chair Stuhr asked for clarity between on street and off street parking. Steve Olson said that on-street parking does not currently count towards parking requirements. The proposal would only allow on-street parking adjacent to the project and on the same side of the street to be counted towards parking.

Commissioner Smith, while using the white board, explained that even projects that had on-street parking would still require some unassigned parking spaces. Barton Brierley highlighted a development at Everest and Third Streets by Habitat for Humanity. While also using the white board, Mr. Brierley showed two scenarios for their parking

arrangement. Habitat's parking solution created 8 parking spaces behind the units. If they could have had credit for adjacent on-street parking then they could have built a fifth affordable unit on the site.

It was agreed that 10 parking spaces on the property were an example of too many spaces being required. One of the benefits of Option B is that Habitat would have had more flexibility.

Commissioner Wall moves to adopt and Commissioner Tri seconded.

No other discussion was needed.

<p><b>Motion #2: Wall/Tri</b> to amend the Newberg Development Code park and access standards for MSFDUOSLs (6 Yes/0 No, 1 absent).</p>
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Barton Brierley said that the issue first goes to Traffic Safety and then on to the City Council.

It was asked of Mr. Willcuts if any other projects like this were in the works. He said no.

#### **VI. ITEMS FROM STAFF:**

**Barton Brierley** reported that the City Council approved the zone change from M-1 to M-2 for the Total Concept Development site.

The next Planning Commission meeting is scheduled for December 11, 2008, and the commissioners will hear about a proposal for a small planned unit development, and the cell phone tower/camouflage ordinance.

The two expiring PC positions will be reviewed by the mayor. There is still a student representative position to be filled, as well.

The holiday dinner is December 3, 2008 at the Asian Bistro.

#### **VII. ITEMS FROM COMMISSIONERS:**

NUAMC members toured the SE Transportation area. More meetings will occur to find a good solution to the transportation issues.

#### **VIII. ADJOURN:**

**Chair Stuhr** adjourned the meeting at 8:56 p.m.

Approved by the Planning Commission this 11th day of December, 2008.

AYES:

7

NO:

0

ABSENT:

0

ABSTAIN:

0

(List Name(s))

(List Names(s))



Planning Recording Secretary



Chair, Planning Commission