

NEWBERG PLANNING COMMISSION MINUTES

July 9, 2020 7:00 pm

414 E First St,

City Hall Permit Center Conference Room

Newberg Teleconference

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history.)

Chair Jason Dale called the meeting to order at 7:00 p.m.

PLANNING COMMISSION ROLL CALL:

Members Present: Jason Dale
Robert Sherry
Jenna Morris
Colin Bolek, Student Planner
Sharon Capri
Jeffrey Musall

Members Absent: Robert Ficker, excused
Kriss Wright, excused

Staff Present: Doug Rux, Community Development Director
Keith Leonard, Associate Planner

Mayor Rogers called the City Council meeting to order at 7:01 p.m.

CITY COUNCIL ROLL CALL:

Members Present: Mayor Rick Rogers
Gene Piros
Denise Bacon
Julia Martinez Plancarte
Stephanie Findley
Elise Yarnell Hollamon

Staff Present: Dan Weinheimer, City Manager
Sue Ryan, City Recorder

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

1. Approval of the June 11, 2020 Planning Commission meeting minutes

MOTION: PC Musall/PC Capri moved to approve the June 11, 2020 Planning Commission Meeting Minutes. Motion carried (5 Yes/0 No).
--

WORKSHOP:

1. Riverfront Master Plan – Implementation Steps
Frank Angelo and Kyra Haggart from Angelo Planning Group gave a presentation on the implementation steps for the Riverfront Master Plan. Mr. Angelo stated the Riverfront Master Plan process began in 2018 and concluded in 2019. It would provide guidance for private development

and public investment in order to establish a desired mix of residential and employment uses, protect open space areas and other unique spaces on the riverfront, take advantage of the area's location along the Willamette River, and implement a multi-modal transportation network. There had been an extensive community involvement process. The key foundational design elements included identifying connections to the river, identifying gateways to the riverfront area, and identifying streetscape improvements and street network. An Action Plan was included in this work and tonight they would be talking about changes to the City's Comprehensive Plan, Development Code, and amendments to the Zoning and Comprehensive Plan maps.

Ms. Haggart discussed the recommended amendments to the Comprehensive Plan and Development Code and maps. These Comprehensive Plan amendments would be updates to the existing policies related to the riverfront to make sure they were consistent with the Master Plan. These would include updating the housing policies related to the location of housing densities in the Riverfront District to reflect the preferred alternative in the 2019 Riverfront Master Plan, updating urban design policies to expand allowed uses and reflect urban design recommendations in the 2019 Riverfront Master Plan, adding a new transportation policy related to the impact of traffic on the local system stemming from retail and office development in the Mixed Employment zone as identified in the TPR Analysis conducted for the 2019 Riverfront Master Plan, and revising the plan classification descriptions for Mixed Use and Industrial areas to reflect the recommendations in the 2019 Riverfront Master Plan. She reviewed the Comprehensive Plan Map amendments which would reflect the intent of the Riverfront Master Plan. Some were minor refinements, but there were changes to the Mill site and to the Baker Rock property as well as expansion of the Riverfront District itself.

Mayor Rogers asked about the Baker Rock property, was the property owner in support of changing some of the land to a park designation. Ms. Haggart said yes, they were involved in the planning process.

Mayor Rogers asked what Mixed Employment meant. Ms. Haggart said it was a new designation. It would provide a mix of employment uses that could include light industrial, office, and commercial development.

Community Development Director Rux said the City owned two parcels of land down by Rogers Landing and one of those had a Comprehensive Plan designation of Commercial. This Master Plan identified it as park. This would be brought to Council in the future to change the designation.

Ms. Haggart continued with the Development Code amendments. These would include revising the Riverfront Overlay Subdistrict chapter to reflect recommendations in the 2019 Riverfront Master Plan, adding Mixed Employment (M-E) as an established district, updating development standards to include provisions for the new M-E district, and updating the use table to include the new M-E zone. She explained the Zoning Map amendments to reflect the intent of the Master Plan and showed the zoning on the properties once annexed into the City.

PC Sherry asked about the wording for the floor to area limitation for Commercial and Office which stated that it shall not exceed 60,000 square feet or 25%, whichever was less. Ms. Haggart responded it was based on the TPR analysis which analyzed the traffic impacts of the Mixed Employment zone. For the analysis they used an area ratio of 60,000 square feet for retail, office, and light industrial flex. This code language would be consistent with that analysis so there would be no unintended traffic impacts. The 25% of the total area was if it was larger than 60,000 square feet.

CDD Rux explained the intent was to prevent converting industrial land to non-industrial uses. The Mixed Employment was to support the primary industrial uses and from the trip generation analysis, they came up with the 60,000 square foot cap. They looked at what type of retail uses would be able to go there, such as restaurants, winery, brewery, hotel, office, and mixed use. They also put an area cap on the properties to limit the amount of non-industrial uses that could go in.

PC Sherry asked if the traffic report included a possible hotel. CDD Rux responded that a hotel was a possibility for retail or commercial space.

Mr. Angelo said the traffic analysis modeled the traffic forecast on a worst case condition and a hotel would generate fewer trips than a straight-out retail use.

PC Sherry commented that multi-story hotels were about 120,000 square feet and would need a lot of room. He was not sure it would fit with the limitations. CDD Rux responded the Mixed Employment might not be the right location for a hotel.

PC Sherry asked about the building maximum square footage, in one place it stated 15,000 square feet and in another it said 20,000. Ms. Haggart responded there were two different sets of design standards for the Commercial and Mixed Employment. The Commercial was 15,000 and Mixed Employment was 20,000 to accommodate larger building types that might be better suited in a Mixed Employment zone.

PC Sherry asked what the maximum height of the Mixed Employment zone was. CDD Rux responded it was regulated by the airport.

PC Musall asked about the Mixed Employment, which would be broad and include any type of employment as long as it was within the building standards. CDD Rux referred to page 38 which showed which uses were not allowed in the M-E category. Ms. Haggart clarified those included heavy manufacturing, storage, and medical marijuana.

Mayor Rogers asked about parking requirements for the M-E district. Ms. Haggart responded it was similar to what was required for Commercial.

Mr. Angelo continued on with the next steps. There would be Planning Commission and City Council public hearings to adopt the Comprehensive Plan and Code amendments, meeting with property owners and informing them of the annexation process, and adding information to the project website describing these processes.

Councilor Findley asked how many property owners they would talk with about annexation. CDD Rux stated there were 11. Letters went out earlier this week and he already had some conversations with a number of property owners about annexation which also included ODOT and annexing portions of the Bypass into the City. He was continuing to talk with Yamhill County about annexing the landfill which would be a future park, Baker Rock was interested in annexing their property, ODOT had not expressed any objections, and West Rock was still trying to find a buyer, but they could not get water and sewer to the property until it was annexed into the City. The other property owners had not contacted him yet.

Councilor Findley asked if there had been discussion about running purple pipe to the riverfront area. She thought it should be a priority. CDD Rux responded that was an option.

Mayor Rogers adjourned the City Council portion of the meeting at 7:45 p.m.

2. Mill District Workshop

Associate Planner Leonard gave a presentation on the creation of a Mill District. He explained the location and how the current mixture of C-3 and M-2 would be changed to M-5, Craft Industrial Zoning District. There would need to be Comprehensive Plan text amendments, Zoning Map, and Code amendments, design guidelines, and Transportation Planning Rule analysis. Staff sent out a letter in June to all of the property owners in the district and provided them with this information and another letter was sent out letting them know about this Workshop. No response had been received. He gave a summary of the Comprehensive Plan amendments which were intended to encourage tourism related businesses and possibly a hotel and craft industrial uses. The Comprehensive Plan designations for the M-5 zone would be IND, industrial uses, and MIX, Mixed Use. The Code amendments would include a definition for Craft Industrial, allow for live/work units, add characteristics and standards for retail food and beverage and artisan production, add the purpose of the M-5 District, add characteristics and standards for craft industrial, add exclusions, lot requirements, setbacks, building height limitations, and building and site design standards for live/work units, landscaping and outdoor area requirements, outside amenities and ADA requirements, sign requirements, off street parking, bike parking, and private walkways, and special use standards. He then discussed the different uses allowed and not allowed in the C-3 and M-5 zones. The uses would generate a certain number of trips and a Transportation Planning Rule analysis would need to be done to see what impact this district would have. A consultant would be hired to do this analysis. More work would need to be done on the design guidelines for M-5 as well.

PC Capri asked if there was any thought about creating a pedestrian zone where no vehicles were allowed. AP Leonard responded they did not have that kind of zone in the plans, but there were wider areas for outdoor seating proposed.

CDD Rux said they had to keep in mind that Main, Hancock, and First Streets were state highways. Some side streets could be vacated in the future, but it was difficult to create a pedestrian street because of the state highways.

Student PC Bolek asked about the residential density of the M-5 District. AP Leonard responded there was no limitation on density in the M-5 zone.

PC Sherry asked if there were examples of this being done in other communities. CDD Rux responded some examples were McMinnville's Granary District, Bend's Mill District, Eugene's Fifth Street Market area, and the Hollywood District in Portland.

PC Sherry thought since this was such a small area, some of the uses should be eliminated because they would be too large and would not belong. He asked if there would be a lot of non-conforming issues. AP Leonard responded there were non-conforming issues in that area currently. As much as they tried to get everything to fit in the parameters, there was something that did not fit. There might be some non-conformities that would be allowed to remain as a legal non-conformity and allowed to continue. CDD Rux said it was already an eclectic mix of uses in the area.

Chair Dale asked about the interest level for this type of zone. CDD Rux responded he had several conversations about trying to attract a hotel into the downtown area and having different use activities around it or redeveloping buildings and building up vertically in the downtown.

AP Leonard said this would be brought back for Commission review in November.

ITEMS FROM STAFF:

1. Planning Commission Activities update:
CDD Rux discussed upcoming agenda items and grants that the City had received related to housing.
2. Newberg Urban Renewal Feasibility Study Update:
CDD Rux presented an update on the Urban Renewal Feasibility Study. He explained the community outreach that had been done, Citizens Advisory Committee meeting where the final study was reviewed. The Committee recommended Council accept the study and direct staff to establish an Urban Renewal Agency. The recommendation would go to Council later this month.

ITEMS FROM COMMISSIONERS:

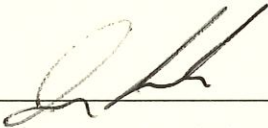
PC Sherry shared his background.

The next Planning Commission meeting would be held on August 13, 2020.

ADJOURNMENT:

Chair Dale adjourned the meeting at 8:40 p.m.

Approved by the Newberg Planning Commission this August 13, 2020.



Jason Dale, Planning Commission Chair



Bobbie Morgan, Office Assistant II