

**WOODBURN PLANNING COMMISSION PUBLIC
HEARING/MEETING MINUTES
June 22, 2017**

CONVENED: The Planning Commission met in a public meeting session at 7 p.m. in the City Hall Council Chambers, with Chair Charles Piper presiding.

ROLL CALL:

Chair	Piper	Present
Vice-Chair	Corning	Present
Commissioner	Aiken	Present
Commissioner	Ramirez	Present
Commissioner	Comer	Present
Commissioner	Dos Reis	Present
Commissioner	Lassen	Present

Staff Present: Chris Kerr, Community Development Director
McKenzie Granum, Assistant City Attorney

Introduction

Chair Piper opened the workshop/meeting at 7 pm, and led the Commissioners in the flag salute.

A new member of the council was introduced. Wassa Dos Reis has lived in Woodburn for five years, but has lived in the surrounding area for many years. She has two small children who attend Heritage Elementary school. She applied in order to learn something new and challenging. Her family enjoys the outdoors.

Minutes

The April 27, 2017 minutes were left out of the email packet, so approval is postponed until the next meeting.

Business from the Audience

None

Workshop

Chris Kerr distributed a "rough working draft" for amendments for the WDO. The items are intended to correct important things that come up in the day-to-day operations of the Planning Department.

1. Buffer yards: Clarify definition and its appropriate uses.

2. Flag lots: Clarify "front lot line" definition.
Broaden the dimension requirements of flag lots, expressing it as a ratio rather than given dimensions.
3. Bottle drop: Give a new definition of "Redemption Center" to allow their presence within retail centers.
4. Schools: Add to the definition to include "Post-Secondary" (business, tech, etc.) and "Specialized" (dance, language, etc.).
Clarify their permitted use within Industrial areas.
5. Vending carts: Insert a new definition of "vending carts" to differentiate them from "mobile food services."
Clarify permitted uses within commercial zones, prohibiting "mobile food kitchens." (Members found this controversial because of the carts' popularity in Portland. Should we be encouraging or discouraging these?)
6. Boat, recreational and vehicle storage pads: Amend to remove paving and gate requirements.
7. Lighting of non-residential areas: Simplify standards for parking and loading areas.
Clarify requirements discouraging illumination spill to residentially zoned properties and public streets.
8. Off-street parking: Narrow the language of "residential districts" to "single-family and duplex developments."
Require "multi-family" parking requirements to mimic "non-residential districts."
Multi-family parking may be in carports as well as garages.
There was a discussion about what constitutes screening - a wall only?
Does vegetation.
9. Significant tree removal: Revise permit to allow removal during winter months (year-round).
10. Roof-mounted equipment: Screening requirements may cause undue stress on existing structures, causing costs to become unreasonable.
Amend requirements only for new structures or additions.
11. Building facades: Ambiguous language referring to "any similar bright color" is removed.
Amend the requirement that canopies to shield pedestrians from the weather are only required above doors and entryways.

12. Single-family architectural guidelines: Add that an entrance may face the side yard for homes platted between 2005 and 2013.
13. Prohibited signs: There are exceptions to the prohibited areas.
Language is removed that may regulate content of signs.
Non-conforming signs: Ease restrictions to require signs to come into conformity only during circumstances of significant alteration.
14. Medium Density Residential setbacks: Change side setback of multi-family developments to "one half" of the rear setback.
15. Multi-family off-street parking requirements: Amend required spaces to reflect number of bedrooms, i.e. one-bedroom units should only require one space.
Allocate one extra space per ten units to allow for visitor parking.
16. Screening requirements: Revise and simplify chart to eliminate ambiguity and add language "in order to mitigate potential negative impacts on adjacent property."

Other Business

Director Kerr alerted the Commission about what to expect over the summer.

Adjournment

Commissioner Comer moved to adjourn the meeting and Commissioner Corning seconded the motion.

APPROVED



Charlie Piper, Chair



Date

ATTEST



Chris Kerr
Community Development Director
City of Woodburn, Oregon



Date