



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE (EDAC) MEETING
1300 NE Village Street
Fairview, OR 97024
March 12, 2015

PRESENT:

George Lingelbach
Brenda Ziegler
Henry Pelfrey
Jeff Anderson
Tamie Tlustos-Arnold

ABSENT:

Dean Hurford, Chair
Dan Kreamier, Council Liaison
Ted Tosterud
Renaye Delano

PUBLIC:

None

STAFF:

Erika Palmer, Development Analyst

1. CALL TO ORDER:

Vice Chair Lingelbach called the meeting to order at 5:45 p.m.

2. ROLL CALL

Vice Chair Lingelbach identified who was present by roll call.

3. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None

4. ADOPTION OF MINUTES

Development Analyst Palmer stated a correction on page two of the minutes – the seconded sentence the word “by” has been correct to read “why”.

EDAC member Ziegler stated that her last name is misspelled and asked why the committee why on item 6 reads, “Is there really a parking problem.” Development Analyst Palmer said that this was a question that was raised during the meeting.

EDAC member, Ziegler moved to adopt both the February 12, 2015 minutes and EDAC member Anderson seconded. The motioned passed unanimously.

5. COUNCIL LIASON UPDATE

Council Liaison, Kreamier was not present. Development Analyst Palmer said that she didn’t have any council updates at this time but will give a Planning Commission during the staff update.

EDAC member Pelfrey told the committee Council did approve the marijuana development code amendments.

6. VILLAGE CORE

Development Analyst Palmer distributed the information handout about building requirements for starting a business along Village Street. If a business is not a home occupation (more than one employee onsite, more than 8 customer trips to and from the site each day) an owner should first consult with the City's Planning and Building department to verify if the unit was constructed to accommodate either 1) full commercial use of the unit; or 2) a live/work unit (residential on upper floor, commercial lower floor). If the unit was not constructed to accommodate full commercial or live/work uses, the owner will need to make upgrades to comply with Oregon Specialty Building Code (OSSC). The Building Official will perform a walk through inspection to verify code compliance issues and propose alterations.

Development Analyst Palmer described the changes in the document that clarified certain percentages due to OSSC. The City's Municipal Code allows 30% of a home to be used for a home occupation but strictly limits employees and number of customer vehicle trips per day. The building code permits up to 10% to be considered live/work. If an owner along village was using 10% or less of the unit for a business, a property owner may have a business that's allowed within the zoning district. This area allows of just about kind of retail/commercial services. However 10% of the unit is not a lot of space in relation to the size of the units. If a live/work unit is using more than 10% for a business and it's not considered a home occupation, building upgrades will most likely be needed.

EDAC member Ziegler responded to the following section in the handout:

In order to apply this live/work section the following limitations must be determined. The following shall apply to all live/work areas:

1. The live/work unit is permitted to be not greater than 3,000 square feet in area;
2. The nonresidential area is permitted to be not more than 50 percent of the area of each live/work unit;
3. The nonresidential area function shall be limited to the first or main floor only of the live/work unit; and
4. Not more than five nonresidential workers or employees are allowed to occupy the nonresidential area at any one time. When these limitations cannot be met the structure is considered a mixed occupancy and is subject to all fire protective measures and accessibility requirements of the code.

EDAC member Ziegler said that most of the units on Village Street are less than 3,000 sq. feet and if people knew this maybe some wouldn't have moved. EDAC member Anderson said that at least this is reasonable and there areas for people to work within. EDAC member Ziegler said owners can always work within the building code checklist but there are ways out to convert to mix-use or commercial.

Development Analyst Palmer said that we could table this till the next meeting to vote on it.

7. STAFF UPDATE

Development Analyst, Palmer stated that Planning Commission approved the Veteran’s Affairs Clinic modification to the site plan that will remove an entry way facing Halsey Street. The Planning Commission added a condition of approval so that the door on the east end will be signed for accessible access. The Portland Business Journal wrote an article about the Clinic and the new layout that the Department is using for outpatient clinics. The VA that is being built in Fairview as a prototype of this new model that allows for additional privacy for patients and quality of care.

EDAC member Tlustos-Arnold asked if there was a door off of Market Drive. Development Analyst Palmer stated, yes there is a door on the Market however this door will not be a public door. The main entry into the building will be on the south side of the building that faces the parking lot. EDAC member Tlustos-Arnold said that there is no additional parking on Market. Development Analyst Palmer, stated that there is an internal parking lot with over 100 parking spaces and that the parking code is based upon the use and square footage of the building.

EDAC Member Lingelbach said that the committee brought up the issue of parking in Village at the last meeting and the committee’s recommendation was supposed to be brought up at Council. Development Analyst Palmer said that she would follow-up on this issue.

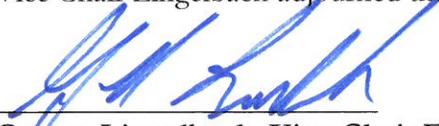
The committee briefly discussed the parking lot that the City could purchase for additional parking. EDAC Member Ziegler motioned to ask the City to look into purchasing the parking lot behind homeowner association #2, seconded by committee member Tlustos-Arnold. Motion passed unanimously.

Development Analyst Palmer said that the Mayor will be holding a Business Roundtable on Thursday, March 19th.

9. TENTATIVE AGENDA ITEMS

- **Village Street Business handout**

Vice Chair Lingelbach adjourned the meeting at 6:35 p.m.



 George Lingelbach, Vice-Chair EDAC

4/9/2015

 Date



 Erika Palmer
 Development Analyst

4.9.15

 Date