



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

PRESENT:

Dean Hurford, Chair
George Lingelbach
Brenda Ziegler
Henry Pelfrey
Jeff Anderson
Renaye Delano
Tamie Tlustos-Arnold
Dan Kreamier, Council Liaison

ABSENT:

PUBLIC:

Ted Tosterud
Natalie Voruz

STAFF:

Allan Berry, Public Works Director
Erika Palmer, Development Analyst

1. CALL TO ORDER:

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

2. ROLL CALL

Chair Hurford identified who was present by roll call and welcomed new EDAC member Tamie Tlustos-Arnold.

3. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None

4. ADOPTION OF MINUTES

EDAC member, Delano moved to adopt both the November 24, 2014 and January 8, 2015 minutes and EDAC member Ziegler seconded. The motioned passed unanimously.

5. VILLAGE CORE UPDATE

Before the Village Core update Chair Hurford expressed his opposition to the water and sewer rate increase. He brought it up because EDAC was not aware of the rate discussion and did not have a chance to review it. EDAC member Tlustos-Arnold commented that this is learning opportunity for the committee and in the future when items such as rates come up that affect businesses in Council discussions that EDAC can also provide comments as an advisory committee. Public Works Director, Berry stated that EDAC is an advisory committee. The committee's work plan is set by council and if they want EDAC's recommendation or input that Council will ask you.

EDAC member Pelfrey inquired if notice about the increase was sent out? Mayor, Tosterud commented that notice was provided in the water bill and on the city's webpage and that he held a community forum

at the Community Center with a presentation to seek feedback and answer questions. EDAC member Ziegler inquired why there wasn't more than one Council meeting on this issue and additional notice?

Public Works Director, Berry remarked that this is the wrong venue for this discussion because EDAC was not tasked to talk about this item from Council. He commented that EDAC should have this conversation with the Council. EDAC member Delano responded that EDAC can't go to Council with a consensus if the committee doesn't talk about the issues. EDAC member, Lingelbach remarked that there could be a consensus of the group if everyone agreed to go to the Council meeting. EDAC member Delano thanked Chair Hurford for bringing this item to EDAC's attention.

EDAC reviewed the Village Street informational handout that Development Analyst, Palmer sent to the group. This handout explains the ways how a property owner on Village Street can start a business. Business owners have three options: 1) home occupation 2) full use of structure for commercial use (commercial certificate of occupancy), and 3) mixed-use (residential on upper floor and commercial/office on bottom floor).

EDAC member, Anderson had questioned the different percentages for business use. Development Analyst, Palmer said that she would double check on all the percentages in the handout and revise if necessary and provide a clarified explanation at next month's meeting.

EDAC member, Ziegler remarked that the discussion in January focused on the separation of the commercial space and residential space to create a true mixed-used unit – the separation was the firewall between the two floors. Development Analyst, Palmer clarified that a Home Occupation is different from having a mixed-use unit. This is why a maximum of 30% of floor area can be counted toward a Home Occupation. Home occupations only allow for one visitor at a time and have other “strict” rules. Live/work units allow for the business to be open and allow for more than one customer at a time.

Chair Huford, asked why do they need percentages? EDAC member, Ziegler responded that it goes back to the structural components of the building and fire code.

Development Analyst, Palmer described the first page of the information sheet as being quite clear and simple for readers. When you turn to page two of the document this is the language that came directly from Steve Winstead's memo is wording from the Oregon Structural Building Code which is a bit confusing in technical terms. Palmer asked the group if they wanted to keep the Oregon Structural Code language or not? The consensus of EDAC was to keep it in but to clarify the verbiage with Steve Winstead.

Chair Hurford, asked EDAC to look at page three and the fire protection requirements. EDAC member Anderson remarked, if all the units converted to mixed-use on Village Street this language from the building code states that they would need both a monitored fire alarm system and automatic sprinklers.

Development Analyst Palmer, remarked that there is the alternative method for fire safety it was the checklist chapter that Mr. Winstead spoke about. EDAC member Anderson stated that the referenced section number in that paragraph could indicate whether or not both the alarm and/or sprinklers are needed.

EDAC member, Lingelbach asked if building permits are reviewed by the fire department. Development Analyst Palmer responded, “yes.” EDAC member Lingelbach still has concerns that each person (fire, building official) will interpret the code differently. Chair Hurford, remarked that he has been working

with Steve Winstead on his tenant improvement project and he has been very helpful throughout the project.

EDAC member, Tlustos-Arnold remarked that she is behind on the issues being raised since being a new member. She asked if she were to sell her property would she have to put in a sprinkler system? Development Analyst, Palmer stated that the building along Market has been built to standards to allow for mix-uses.

Chair Hurford, asked the group if they want staff to clarify some of the language in the handout and to bring it back to EDAC next month. Committee members agreed that this was a good approach. EDAC member Ziegler remarked that it would be important to have the “checklist” section of the building code listed as an alternative approach.

Chair Hurford, remarked that what we need clarification on are the standards for full commercial use of a building and the standards for mix-use. Everyone agrees on the home occupation standards.

EDAC member, Zeigler asked if any realtors or people interested in Village Street properties come talk to planning staff within the past two months. Development Analyst, Palmer stated no. Development Analyst, Palmer stated that this handout is the educational tool to be delivered all stakeholders (property owners, realtors, home owner associations, etc.). EDAC member, Zeigler remarked that once this handout is complete for it to be sent to all property owners on Village Street that are not built structurally for commercial or mix-use.

EDAC member Tlustos-Arnold remarked that the properties on Market Street also experienced fire/life/safety issues and that there are 4 layers of drywall for fire separation.

6. 2015 EDAC GOALS

Chair Hurford, asked Mayor Tosterud to discuss the city utilizing Travel Oregon. Fairview is now in the geographic region of Wood Village, Troutdale, and Cascade Locks.

- To be updated on Council happenings at monthly meetings
- To bring any Code amendments to EDAC for feedback prior Planning Commission that relate to Economic Development.
- To be informed of any new developments are happening, who’s applied, what types of businesses
- Re-branding of Village Street or having an event or series of events that celebrate Village Street.
- City to look at parking in the Village. Is there a problem?

Chair Hurford asked about parking at the VA site. Is there enough parking to accommodate employees and patients? Development Analyst, Palmer said that parking met the requirements of the Development Code. EDAC member Tlustos-Arnold remarked that even though the Post Office has ample parking, there are many people who only use the on-street spaces.

EDAC member Tlustos-Arnold moved to ask Council to form a committee to investigate parking options in Fairview Village, seconded by EDAC member Anderson.

EDAC member Tlustos-Arnold wanted to know where the money for late business license fees go? The penalty fee is high. EDAC member, Pelfrey remarked, if you’re late you’re late. EDAC member Tlustos-Arnold asked why do we have business license fee?

7. STAFF UPDATE

Development Analyst, Palmer stated that Planning Commission reviewing and will make a recommendation to City Council on medical and recreational uses within the City. The current recommendation is for these uses to be located in the Light Industrial zone and it would be a Conditional Use which allows for additional discretionary review through the Planning Commission. The Light Industrial zone is a compact area with few tax lots that is more than a 1,000 ft. away from schools and parks.

The Planning Commission will be reviewing a modification to the VA's design review that would eliminate a door fronting Halsey. The applicant is requesting this medication because of the layout and tenant improvements.

Planning staff is also reviewing and discussing the riparian corridors on Fairview Lake.

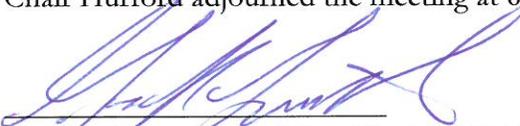
8. ELECTION OF CHAIR

EDAC member Delano moved to elect Dean Hurford Chair of EDAC and George Lingelbach as vice chair, seconded by EDAC member Zeigler. Motion carried.

9. TENTATIVE AGENDA ITEMS

- **Recap of Village Business handout**

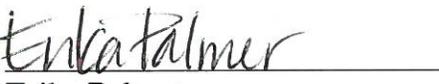
Chair Hurford adjourned the meeting at 6:50 p.m.



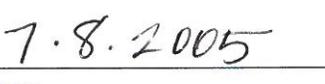
 George Lingelbach, Vice-Chair EDAC



 Date



 Erika Palmer
 Development Analyst



 Date