

**MINUTES
FAIRVIEW CITY COUNCIL/PLANNING COMMISSION WORK SESSION
FAIRVIEW CITY HALL
1300 NE VILLAGE STREET
FAIRVIEW, OREGON 97024**

June 18, 2003 -- 5:30pm

**I. CALL TO ORDER/
ROLL CALL**

Mayor Weatherby called the meeting to order at 5:42pm.

PRESENT:

<u>Council</u>	<u>Planning Commission</u>
Mayor Mike Weatherby	Sam Asbury, Chairman
Councilor Darrell Cornelius	Steve Mayes
Councilor Sherry Lillard	Jan Shearer
Councilor Steve Owen	Carol Glasgow
Councilor Len Edwards	Ken Heiner
Councilor James Raze	Steve Kaufman
Councilor Jim Trees	

ABSENT:

Commissioner Maureen Zehendner

STAFF PRESENT: Mary Jo Briggs, City Administrator
John Andersen, Community Development Director
Pam Beery, City Attorney
Caren Huson, City Recorder

Mayor Weatherby announced that the Council would not be discussing the Nuisance Code as stated on the evening's agenda.

**II. FAIRVIEW VILLAGE
PARKING DISCUSSION**

Mayor Weatherby stated that he did not wish to go into the history of parking in Fairview Village, and added that tonight the Council and Commission needed to be focused and deal with definitions and solutions. Mayor Weatherby asked for a channeled discussion with the resulting product being something that the Council can deal with adequately. The Council and Commission were being asked to provide direction to staff on the parking issue. Mayor Weatherby commented that, currently, there was not a parking problem in Fairview Village, but that the Commission and Council may need to deal with future parking issues.

Councilor Edwards stated that he would not be able to attend the regular Council meeting following the Work Session, but he wanted to address the Emails that have been sent directly to the Planning Commission and staff from Council members. Councilor Edwards reminded the Council that they do not supervise staff; that is the

responsibility of the City Administrator. Council members should not make requests directly of staff, but through the City Administrator. Councilor Cornelius commented that he always copies the City Administrator when he sends an Email to staff, and that he believes it is his right to go directly to staff for information. Councilor Cornelius stated that he could not do his job unless he has the information and facts needed to make a judgment on behalf of the citizens of Fairview. Councilor Raze commented that he concurred with Councilor Edwards, adding that he has always addressed questions to the City Administrator. Commissioner Shearer stated that she has sat on many boards and commissions, which act as the legislative branch; any questions should go directly to the City Administrator, Board Director, etc. Mayor Weatherby commented that the issue could be discussed at a later time, but as Mayor he asks that all requests of staff go to the City Administrator first.

Mary Jo Briggs, City Administrator, reviewed the "Proposed Actions" as stated in the staff report.

Councilor Cornelius questioned what the shared parking agreement was that Council would be asked to approve; was it Holt & Everhart's parking plan? Administrator Briggs responded that staff was proposing to execute a shared parking plan with Holt & Everhart for that parking area located beyond the City Hall parking lot. John Andersen, Community Development Director, added that when the Planning Commission approved the construction of City Hall, it was not suggested at that time that a shared parking agreement be performed for Lot U.

Administrator Briggs asked if there were any other solutions to be added to the list. Councilor Lillard suggested that a "do nothing" option be added to the list. Commissioner Heiner proposed metering on-street parking and other off-street parking areas. Councilor Cornelius commented that he did not think there should be paid parking in Fairview Village, but he understands that Exhibit 14 allows the developer to charge a monthly fee for parking. Pam Beery, City Attorney, stated that there was a distinction between paid parking as a use, and paid parking approved ancillary to the Village. The City Attorney reviewed the covenants to individual parking lots/areas and they do not restrict the property owners from charging a rental fee; the City can not police businesses operating in the City. Councilor Edwards mentioned that paid parking had never been mentioned in Fairview Village.

Councilor Owen questioned whether certain parking requirements were assigned to the Village Townhouses when they were built. Director Andersen responded that the City has standards for all units. Councilor Owen asked where the parking spaces were located for the businesses between the Coffeeshop and Angel's Attic. Director Andersen responded that a certain number of spaces in Lot X were reserved for tenants, and customers would use on-street and other available parking, such as Lot X or Lot U. Councilor Cornelius stated

that there is no document that states how many parking spaces will be required for commercial enterprises in the Village. Councilor Raze questioned whether that information had been made available to the buyers of the townhouses, as liability of the City on this issue was separate from promises made to buyers from the developer. Councilor Lillard stated that it seems the City was trying to take on an issue that was not its responsibility; in addition, she would like the City to work with the developer on parking fees as she did not believe the Council was ever informed of such. Attorney Beery commented that from what she has seen so far, this is not a City issue; it is between the developer and property owners. The City can only address land use as per the City's Code.

Commissioner Heiner asked if the City had to deal with a Metro prescribed parking ratio. Director Andersen responded yes, and that overall for the Village there is a recommended number of parking spaces on a whole, but there is no guarantee that each property will have a certain number of parking spaces. Councilor Raze commented that it appears the City is worried about something that hasn't happened yet in terms of parking problems in the Village.

Councilor Trees stated that he would like to have an accurate parking study performed as you can not count private parking areas for public parking. Councilor Trees noted that the staff report states that Market Square will have 70 on-site parking spaces required, but it will be a privately owned lot; other parking spaces will have to be off-street. The majority of participants did not feel an additional parking study was needed.

Councilor Cornelius suggested that a committee be formed consisting of one Village Street business owner, the City Administrator, the Community Development Director, and a representative from both the Planning Commission and City Council to propose a City Parking Plan to present to Fairview Village Development Corporation; the City is not legally responsible to address agreements made between property owners and the developer, but they are morally responsible to address the parking issue. The majority of participants were not interested in forming a committee.

In conclusion, Administrator Briggs stated that the following list of items should remain on the list for resolution:

1. Complete the Shared Parking Agreement with Holt & Everhart in order to have 20 parking spaces for special events, employee, or long-term parking.
2. Continue the commitment to sign Village Street for 2-hour parking, when necessary in the future.
3. Future development approvals must include a parking analysis and should include sufficient off-street parking, may include requiring more than minimum number of spaces, limit

timed parking and consider adequacy of on-street parking nearby.

4. Remove provision that universally allows on-street parking to meet parking requirements.

ADJOURNMENT

Councilor Owen moved and Councilor Raze seconded the motion to adjourn. Mayor Weatherby adjourned the meeting at 7:00pm.

AYES: 13
NOES: 0
ABSTAINED: 0

—

Mayor Mike Weatherby

—

Dated:

Caren C. Huson Quiniones
City Recorder