



PLANNING COMMISSION MEETING

Tuesday, March 12, 2019, 6:30 PM

Fairview City Hall – Council Chambers, 2nd Floor
1300 NE Village Street, Fairview, OR 97024

MEETING AGENDA

1. **CALL TO ORDER & ROLL CALL:** 6:30 p.m.
2. **CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS**
3. **ADOPTION OF MINUTES** – February 12 and February 22, 2019
4. **WORK SESSION – *PUBLIC COMMENT ACCEPTED***
2019 Code Maintenance Amendments: Work Session #1
Review and provide feedback on draft amendments and code alternatives
5. **COMMISSION AND STAFF UPDATES**
6. **TENTATIVE AGENDA**
7. **ADJOURNMENT**

NEXT PLANNING COMMISSION MEETING: TUESDAY, MARCH 26, 2019

Planning Commission hearings are broadcast live on Comcast Cable Channel 27 and Frontier Channel 33. Replays of the meeting are shown the following Saturday at 12:30pm and Monday at 2:00pm following the original broadcast date on Comcast Cable Channel 22 and Frontier Channel 33. Meetings are also available for viewing via MetroEast Community Media, the week following the meeting, at metrocast.peg.tv. Go to the Playlist tab and select Municipal Meetings or find the link at <http://fairvieworegon.gov/AgendaCenter/Planning-Commission-9>.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to the [City Recorder](#), 503-674-6224.



MINUTES
PLANNING COMMISSION MEETING
1300 NE Village Street
Fairview, OR 97024
Tuesday, February 12, 2019

PRESENT: Russell Williams, Vice Chair
Hollie Holcombe
Steven Hook (by phone)
Jeff Dennerline
Steve Owen
Les Bick

STAFF: Sarah Selden, Senior Planner
Eric Rutledge, Associate Planner
Devree Leymaster, City Recorder

1. CALL TO ORDER

Vice Chair Williams called the meeting to order at 6:30 PM.

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. ADOPTION OF MINUTES

a. January 22, 2019

Commissioner Holcombe moved to approve the minutes and Commissioner Owen seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

4. Election of Chair and Vice Chair

Commissioner Bick nominated Commissioner Holcombe for Chair and Commissioner Owen seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

Commissioner Dennerline nominated Commissioner Williams for Vice Chair and Commissioner Holcombe seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

5. WORK SESSION

a. 2019 Code Amendments – Project Scoping

Senior Planner Selden reviewed the code maintenance amendments and policy amendments from the September 11 work session. Requested confirmation from the Commission for the priority and order of items to be reviewed.

SP Selden referred to additional items staff proposed including food carts and the Fairview Lake Riparian Buffer. These items had come up previously, but due to changes in staff and workloads, did not proceed through a process.

Commissioner Holcombe indicated she was ok with the order of the list. She proposed adding the additional items ahead of item 6, Neighborhood Commercial Zoning Standards. Commission discussed where these items should be added. SP Selden suggested staff could come back with a briefing and process for food carts. The Commission could then decide where to insert. Commissioner Dennerline commented “temporary” will need to be clarified.

The Commission reviewed the proposed schedule of items and approved deferring training until the seventh seat is appointed by Council.

SP Selden asked what the Commission needs to evaluate code changes. Staff is currently researching how other cities regulate mixed-use development. She inquired what other information and analysis would the Commission like to see.

During discussion references were made to providing a mixed-use definition; information from the Sandy Blvd. Refinement Plan; providing clear, specific and predictable information about what is allowed; remove residential from table 19.70.020A(4.e.); comparisons with surrounding communities; analysis of what is here now; examples of successful similar zones from other cities; zoning along Sandy Blvd. going west to 185th, what the setbacks are and is parking allowed between building and road; etc.

Commission also requested looking at speed adjustments, traffic volumes and right-of-way improvements along Sandy. Information on other corridors, what was the vision, what are the speeds, etc. Requested staff provide the Halsey Corridor Study.

Commissioner Bick commented Gresham specifies a 51% ratio in their mixed use; while Fairview and Wood Village have no ratio. This allows Fairview to be more flexible to adjust and meet market demand.

SP Selden shared staff's ideas for public involvement including working with Home Owner Associations, information in the Fairview Point and on the city website and targeted mailings regarding upcoming work sessions with contact information for staff. Proposed using a survey tool to get input and feedback, scheduling an open house, interviewing real estate agents and developers working along Sandy Blvd., and including “public comment accepted” on the work session agendas. She asked if the Commission had other suggestions to engage the public. Commission supported staff's ideas.

Commissioner Dennerline proposed looking at the zoning for manufactured home parks. They are currently designated residential medium density. He asked if that is the desired zoning when considering what those sites could redevelop into under the current zoning.

6. COMMISSION AND STAFF UPDATES

SP Selden reported the annual Planning Commission report to Council is scheduled for February 20. Vice Chair Williams confirmed he would be able to attend and give the report.

SP Selden inquired how often the Commission would like to meet with the City Council in work session. The Commission responded twice a year.

Commissioner Bick reminded everyone to speak directly into the microphone for the benefit of the audience and for at-home viewers. SP Selden commented also need to be sure to request complete mailing addresses from individuals who address the Commission.

7. TENTATIVE AGENDA

- Work Session: CC Zone Mixed-Use.

8. ADJOURNMENT

Meeting adjourned by consensus at 7:56 PM.

Devree A. Leymaster
City Recorder

Russell Williams
Vice Chair

Date

A complete recording and/or video of these proceedings is available.
Contact the City of Fairview City Recorder Office, 1300 NE Village St., Fairview, OR 97024, (503) 674-6224.



MINUTES
PLANNING COMMISSION MEETING
1300 NE Village Street
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Tuesday, February 26, 2019

PRESENT: Hollie Holcombe, Chair
Russell Williams, Vice Chair
Les Bick
Steven Hook
Jeff Dennerline
Steve Owen

STAFF: Sarah Selden, Senior Planner
Eric Rutledge, Associate Planner
Devree Leymaster, City Recorder

1. CALL TO ORDER

Chair Holcombe called the meeting to order at 6:30 PM.

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

Mr. Robert Wade, Fairview, OR spoke about the Fairview Municipal Code (FMC) and code compliance issues he is having with the city. Per city code, vehicle repairs are not allowed at your home and vehicles must be registered to the residence; a title is not sufficient. He requested the Planning Commission re-evaluate these codes.

Associate Planner Rutledge shared the City Council has requested a memo from staff summarizing the code and its application in practice. The items Mr. Wade commented are in the nuisance code; staff will verify if there is overlap into the development code.

3. WORK SESSION

a. Corridor Commercial Zoning District Amendments: Work Session #1

Senior Planner Selden reviewed the information the Commission requested at their prior meeting, as summarized in Exhibit A. AP Rutledge presented examples of commercial mixed-use developments in other cities, also referenced in Exhibit A and in the staff report, Attachment A.

SP Selden requested each Commissioner provide feedback on how stringent the regulations should be, what regulations should be implemented, and should they apply to all properties or certain areas.

Commissioner Hook favored more stringent limits similar to Gresham's moderate commercial or Oregon City neighborhood commercial. He commented east of 223rd is primarily industrial as move west allow for transition, some residential and commercial with limits on residential, as move into predominately residential area.

Commissioner Bick preferred keeping as is; no specified ratio. Let the market drive what the ratio should be. In Wood Village he heard appreciation for increased residential (61 units with 1, 044 sq. ft. commercial). Provides customer base for businesses. Let the developers do their due diligence and build what is needed according to the data; leave flexible.

Vice Chair Williams supported setting a specific amount of space to be commercial vs residential.

Commissioner Dennerline referenced the Main Streets on Halsey study and queried what Fairview wants – renters or home owners. He supported limiting apartments, not allowing residential to exceed 50% of the total building area in mixed-use developments similar to Gresham and Oregon City examples.

Commissioner Owen commented the area east of 223rd along Sandy is more general industrial; should be no opportunity for housing. West of 223rd makes sense to have some ability to have residential with commercial, need to set minimum amount for commercial and limit the residential component. Likes the Oregon City example. Would like to hear from property owners and their perspective for residential vs commercial or a combination with what ratio.

Chair Holcombe remarked would like either no mixed-use or if do allow require a high percentage of commercial space similar to Oregon City or Gresham neighborhood commercial.

Commissioner Hook commented with speed and parking issues along Sandy, would support having a no mixed-use section.

The Commission discussed building orientation, set-backs, and parking between street and building. SP Selden shared the current language is discretionary and has building placement and orientation relevant to the front property line. Commissioner Dennerline clarified there is currently no setback requirement. SP Selden replied, correct.

Commissioner Owen supported a front setback of 10-20 feet with no parking between the sidewalk and building; looking at parking minimums; and minimizing future parking along Sandy Blvd. itself.

Commissioner Dennerline favored a 10-20 foot setback and removing the term “encourage” and replacing with concrete language.

Vice Chair Williams commented he was ok with a 10-20 foot setback and no parking in between.

Commissioner Bick remarked need to consider traffic speed and visual clearance to enter Sandy. He would be ok with some vehicle parking between a building and Sandy.

Commissioner Hook supported a 10 foot setback with the front building orientation towards Sandy Blvd.

Chair Holcombe commented she would like the setback to be 20 feet maximum, would support the ability to have parking on the side of a building, and agreed unclear terms like “encourage” need to be removed and replaced with clear/concise terms.

Commissioner’s Dennerline and Bick indicated support for the building to property width ratio being a minimum of 50%.

Commissioner Dennerline commented on the speed of traffic and slowing traffic down to enhance safety and economic vitality; need to make Sandy Blvd. visually appealing.

Vice Chair Williams agreed, speeds along Sandy Blvd. should be slowed down. Sandy is no longer a minor arterial in practice. He supported at least a 50% building to property width ratio.

Commissioner Bick remarked the site often dictates the type of building - vertical, horizontal, etc. May receive applications that may not fit what is wanted. Proposed including options to consider modifications. He supported slowing the speed down along Sandy Blvd.

SP Selden summarized the information provided by the Commission. Most restrictive mixed-use regulations with no residential uses or mixed-use east of 223rd. Mixed-use examples most favored include Oregon City neighborhood comer standard (residential can't exceed 50% of total building area) and Gresham moderate commercial (51% of site's ground floor area and 75% of the linear street footage occupied by commercial/institutional use). The Commission agreed.

SP Selden commented the next step is to start the public outreach process and gather public input. The next work session is scheduled for April 9.

4. COMMISSION AND STAFF UPDATES

Staff checked with Metro East Media and updated the information concerning the broadcast schedule.

There is one open position on the Planning Commission. Applications are being accepted through March 14; with candidate interviews scheduled for the March 20 City Council meeting.

Main Streets on Halsey Open House, March 4 at Wood Village Baptist Church.

SP Selden reviewed the meeting schedule.

5. TENTATIVE AGENDA

March 12 - maintenance code amendment language amendments.

6. ADJOURNMENT

Meeting adjourned by consensus at 8:03 PM.

Devree A. Leymaster
City Recorder

Hollie Holcombe
Chair

Date

**PLANNING COMMISSION
WORK SESSION**

**Corridor Commercial District
Code Amendments**

Work Session #1: Analysis + Code Options

February 26, 2019



WORK SESSION OBJECTIVE

Identify up to three (3) alternatives for regulation of residential uses in the Corridor Commercial (CC) Zone, to forward for public input.

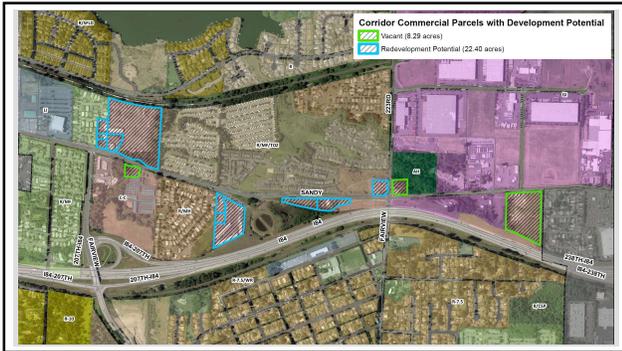
DISCUSSION QUESTIONS

Should residential mixed-use development continue to be permitted in the CC zone? If so:

1. How flexible or restrictive should the use regulations be for residential uses?
2. What new regulations should be implemented to define the amount or location of residential and commercial uses on the mixed-use development site?
3. Should the same parameters apply to all parcels within the CC zone, or should some locations limit residential in favor of commercial or industrial uses (such as the east end, identified in the Sandy Blvd. Refinement Plan as industrially focused)?

DISCUSSION QUESTIONS

Should the CC development code establish clear and objective requirements for front setbacks and building orientation to replace the non-regulatory standards that "encourage" buildings to be oriented to the street and state that driveways and parking "should not" be placed between the building and street?



COMPREHENSIVE PLAN POLICIES

4. New residential development will generally be of moderate overall density.

- About half of the new dwelling units will be single-family detached at an average density of nearly 5 units per acre.
- Half the new dwelling units will be duplexes, multi-family developments (apartments and condominiums), and manufactured homes at an average density of 20 units per acre.
- Planned unit developments will be encouraged on parcels of land of at least 4 acres (see the Policies section of Chapter 10 - Housing).
- New housing shall fit the character of the existing neighborhood.

COMPREHENSIVE PLAN POLICY

5. Retail and service commercial businesses serving clientele from the planning area and nearby locations will be encouraged to develop in the Town Center and arterial corridor commercial areas, as well as **In clusters along 223rd Avenue at Halsey Street and Sandy Boulevard.**

COMPREHENSIVE PLAN POLICY

8. Commercial development along Sandy Boulevard will be focused in three centers at 207th, 223rd and approximately 233rd. The focus of the first two centers is on providing services to the neighboring residential and industrial activities. The third center at approximately 233rd may include services but may also reflect a more regional market given the character of uses that already exist in the area.

COMPREHENSIVE PLAN POLICY

9. Compatible light industry will be allowed in the Sandy Boulevard Corridor Commercial Areas. Heavier industrial development shall be reviewed through the conditional use process and must demonstrate an ability to meet City standards and policies for locating near residential development.

COMPREHENSIVE PLAN POLICY

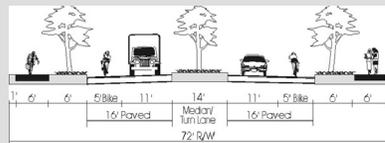
HOUSING

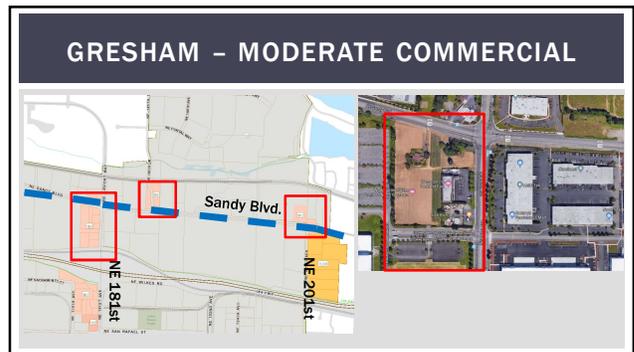
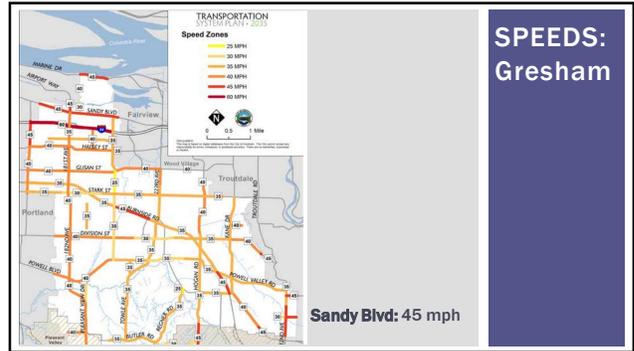
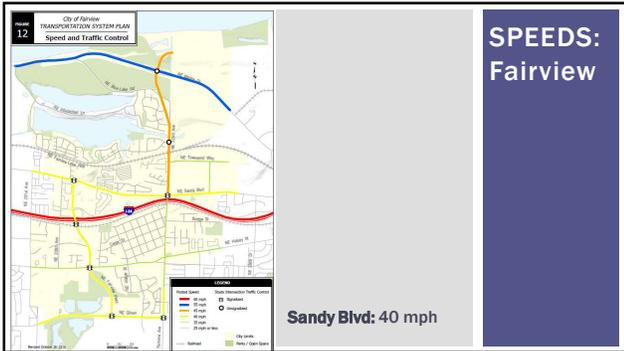
- 2. Maintain existing multi-family housing development along Sandy Boulevard (west of NE 223rd Ave), Halsey Street, 201st Avenue, and NE 207thrd Avenue (south of Halsey Street).
- 10. In the Sandy Boulevard Corridor area to the west of N.E. 223rd Avenue, provide a variety of residential uses and densities throughout the corridor and allow redevelopment of existing low-density residential areas with medium density town homes and row houses that are pedestrian oriented and affordable.

ROADWAY IMPROVEMENTS

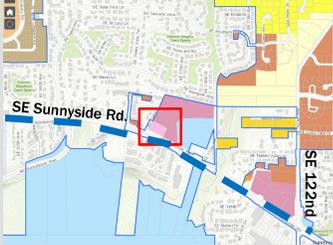
Sandy Boulevard Refinement Plan

Figure 5: Sandy Boulevard Cross-Section With Raised Median/Turn Lanes

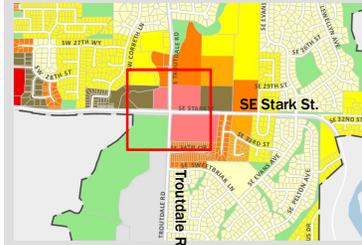




HAPPY VALLEY – COMMUNITY COMMERCIAL



TROUTDALE – COMMUNITY COMMERCIAL



NEXT STEPS

- Interview real estate brokers representing for-sale property in the CC zone and developers working along the corridor
- Mailing on code amendment project to residents and property owners along Sandy Blvd.
- Article in March issue of Fairview Point
- Project-specific webpage on City website
- Potential open house?
- Online survey?
- **NEXT WORK SESSION:** April 9



MEMORANDUM

DATE: March 4, 2019 **MEETING DATE:** March 12, 2019
TO: Planning Commission
FROM: Sarah Selden, Senior Planner
SUBJECT: 2019 Code Maintenance Amendments: Work Session #1

ISSUE

The purpose of this work session is to review and provide feedback on draft code amendments and alternatives related to the six code maintenance updates identified by the Commission.

BACKGROUND AND DISCUSSION

The Planning Commission reviewed and provided feedback on a list of Code Maintenance amendments on September 11, 2018 and February 12, 2019. The amendments fall into three categories: missing code references, code inconsistencies, and code clarifications. One of the missing code references is located in the Corridor Commercial District standards, and the Commission has taken up that amendment as part of the separate Corridor Commercial District amendment project, focused on regulations for residential mixed-use development.

The most substantive maintenance amendments relate to clarifying and reorganizing standards for lot dimensions and densities in the residential districts. Staff initially observed that overlapping standards, regulations located in different code sections, and confusing density methodologies made it difficult to interpret the code. The Planning Commission provided additional feedback to try and locate more of the standards in tables, rather than in paragraph format.

Staff observed that many jurisdictions place all of the lot dimensional standards (lot area, width, setbacks, lot coverage, height, etc.) in a table format, organizing the zoning districts into columns and standards into rows, similar to how Fairview's Development Code organizes the list of permitted uses in most zones. The residential dimensional standards in Chapter 19.30, Residential (R) District, however, are located in a mix of table and paragraph format that make it more difficult to find information. Further, the table is organized by the type of development, e.g., single-family detached, duplexes, etc., and then by zoning district.

In re-organizing the standards from Table 19.30.040 – Lot Area and Dimensions, section 19.30.060 Residential density and building size, 19.250 Minimum Densities, and other dimensional standards from the Residential (R) District section, two key questions emerged:

1. Chapter 19.250 Minimum Densities (a separate chapter located in Article III Design Standards) requires that all single-family lots created through a partition or subdivision, and all residential development in the Multifamily Subdistrict, meet a minimum density requirement.

In the Residential (R) District standards, however, residential care homes/facilities and partitions creating two lots are exempt from the minimum density standards (FMC 19.30.060.B.2).

2. Chapter 19.250 Minimum Densities, the minimum density is calculated by multiplying the maximum density by 0.80. Therefore all new single family lots and multi-family developments must achieve 80% of the maximum allowed density.

In the Residential (R) District standards, minimum density is calculated based on the net site area, which is 80% of the gross site area, automatically including a 20% deduction in lot area for new streets or street dedication.

Staff has observed that deducting 20% for roads over-estimates the area needed for right-of-way, and that the actual dedication should determine the net site area. In some areas, no right-of-way dedication may be required. The code does not include any additional definitions related to Net Site Area, but this would be a helpful addition, along with selecting one minimum density methodology.

Staff would like the Commission's feedback on these two items, along with other questions that are arising in reorganizing the standards. At the March 12 work session, staff will share draft code language and table formats for the Commission's feedback.

NEXT STEPS

Following a review by the City Attorney, staff recommends one additional work session with the Commission to review a revised draft of the maintenance amendments prior to the public hearing.