



MINUTES  
PLANNING COMMISSION MEETING  
1300 NE Village Street  
Fairview, OR 97024  
Tuesday, May 28, 2019

PRESENT: Hollie Holcombe, Chair  
Russell Williams, Vice Chair  
Jeff Dennerline  
Les Bick

ABSENT: Wendy Lawton  
Steven Hook  
Steve Owen

STAFF: Sarah Selden, Senior Planner  
Devree Leymaster, City Recorder

**1. CALL TO ORDER**

Chair Holcombe called the meeting to order at 6:34 PM.

**2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS**

None.

**3. ADOPTION OF MINUTES**

Vice Chair Williams moved to adopt the May 14, 2019 minutes and Commissioner Dennerline seconded. The motion passed unanimously.

AYES: 4  
NOES: 0  
ABSTAINED: 0

**4. WORK SESSION**

a. 2019 Code Maintenance Amendments: Work Session #2

Senior Planner Selden reviewed the draft amendments and re-organization as referenced in *Exhibit A*. She explained the feedback from the first work session in March is incorporated in the draft amendments including: minimum density, naming consistency between zoning districts (code and zoning map), density rounding, calculating net site area, and utilizing tables for information. She noted the re-organization includes a proposed new dimensional table with table notes.

Below is a summary of the feedback from the Commission.

- Provide a definition for apartment and townhome.
- Use "n/a" instead of "not applicable" in the tables.
- Clarify zero lot line (common wall).
- Each use within the table should have its own row for each standard (i.e. B page 4; like A page 3).
- Reference a footnote one time per category section instead of listing in each row/cell.
- Move the special yards section to multifamily district and community service/park sections.

Discussion items the Commission requested additional information from staff for further future discussion are summarized below.

- Code language for cottage housing developments i.e. Cottages at Salish. Staff will look at Salish to see how it is zoned and what development standards were used.
- Setbacks for infill housing.
- Flag lots and calculating densities. Staff to bring back examples for further discussion.
- Future intensification requirements. Staff will look into examples and options to clarify what situations will require a new development application to provide details of how a site could be developed for maximum density, when the current request is to develop at minimum and below maximum. Will also look at different naming options for "intensification".

Chair Holcombe called a five minute recess.

Commissioner Dennerline inquired about page 23, item C1, if it is a copy/past error or a prior error. The last sentence "Automobile-oriented..." doesn't make sense; needs clarity. Also, the code section it refers to is incorrect. Should be D, not E.

**5. COMMISSION AND STAFF UPDATES**

SP Selden reminded the Commission about the Ross Chapin presentation at Gresham City Hall tomorrow, May 29.

**6. TENTATIVE AGENDA**

June 19 – Joint Work Session with City Council

**7. ADJOURNMENT**

Meeting adjourned by consensus at 8:13 PM.

  
Devree A. Leymaster  
City Recorder

  
Hollie Holcombe  
Chair

10-8-19  
Date

**PLANNING COMMISSION  
WORK SESSION**

**2019 Code Maintenance  
Amendments**

Work Session #2  
May 28, 2019



**WORK SESSION OBJECTIVES**

- Review with amendments and re-organization
- Ask questions
- Provide feedback on draft
- Identify changes & information needed before public hearing

**INITIAL PC FEEDBACK**

- 2-lot partitions & residential care homes/facilities should be exempt from the minimum density requirement.
- Names of zoning districts in code should match the Zoning Map (e.g. R-7.5 vs. Old Town Overlay Zone).
- When minimum or maximum density results in a fractional number, round down to the nearest whole number.
- Net site area should be calculated based on actual street dedication, not an automatic 20% deduction.
- Place more information in tables.

**ORGANIZATIONAL CHANGES**

- Moved common standards into Definitions section (19.13)
- Moved dimensional standards from paragraphs to table (setbacks, height, etc.)
- Deleted redundancies

## ORGANIZATIONAL CHANGES

- Table Notes at end help to interpret the dimensional standards
- Exceptions and longer/more nuanced standards are listed in paragraph form after Dimensional table
  - Cross-referenced in table column

## LOT AREA & DIMENSIONS TABLE

Table 19.03.030 - Lot Area and Dimensions

ZONING DISTRICTS	Land Use	Dimensional Standards
	<p><b>Residential</b></p> <p><b>Single-Family Detached</b></p> <p><b>Single-Family Attached</b></p> <p><b>Manufacturing</b></p> <p><b>Homebased Business</b></p> <p><b>Office</b></p> <p><b>Community Center</b></p> <p><b>Day Care Center</b></p> <p><b>Day Care Center - Large</b></p> <p><b>Day Care Center - Small</b></p> <p><b>Day Care Center - Very Small</b></p> <p><b>Day Care Center - Very Small - II</b></p> <p><b>Day Care Center - Very Small - III</b></p> <p><b>Day Care Center - Very Small - IV</b></p> <p><b>Day Care Center - Very Small - V</b></p> <p><b>Day Care Center - Very Small - VI</b></p> <p><b>Day Care Center - Very Small - VII</b></p> <p><b>Day Care Center - Very Small - VIII</b></p> <p><b>Day Care Center - Very Small - IX</b></p> <p><b>Day Care Center - Very Small - X</b></p> <p><b>Day Care Center - Very Small - XI</b></p> <p><b>Day Care Center - Very Small - XII</b></p> <p><b>Day Care Center - Very Small - XIII</b></p> <p><b>Day Care Center - Very Small - XIV</b></p> <p><b>Day Care Center - Very Small - XV</b></p> <p><b>Day Care Center - Very Small - XVI</b></p> <p><b>Day Care Center - Very Small - XVII</b></p> <p><b>Day Care Center - Very Small - XVIII</b></p> <p><b>Day Care Center - Very Small - XIX</b></p> <p><b>Day Care Center - Very Small - XX</b></p> <p><b>Day Care Center - Very Small - XXI</b></p> <p><b>Day Care Center - Very Small - XXII</b></p> <p><b>Day Care Center - Very Small - XXIII</b></p> <p><b>Day Care Center - Very Small - XXIV</b></p> <p><b>Day Care Center - Very Small - XXV</b></p> <p><b>Day Care Center - Very Small - XXVI</b></p> <p><b>Day Care Center - Very Small - XXVII</b></p> <p><b>Day Care Center - Very Small - XXVIII</b></p> <p><b>Day Care Center - Very Small - XXIX</b></p> <p><b>Day Care Center - Very Small - XXX</b></p>	<p><b>Residential</b></p> <p><b>Single-Family Detached</b></p> <p><b>Single-Family Attached</b></p> <p><b>Manufacturing</b></p> <p><b>Homebased Business</b></p> <p><b>Office</b></p> <p><b>Community Center</b></p> <p><b>Day Care Center</b></p> <p><b>Day Care Center - Large</b></p> <p><b>Day Care Center - Small</b></p> <p><b>Day Care Center - Very Small</b></p> <p><b>Day Care Center - Very Small - II</b></p> <p><b>Day Care Center - Very Small - III</b></p> <p><b>Day Care Center - Very Small - IV</b></p> <p><b>Day Care Center - Very Small - V</b></p> <p><b>Day Care Center - Very Small - VI</b></p> <p><b>Day Care Center - Very Small - VII</b></p> <p><b>Day Care Center - Very Small - VIII</b></p> <p><b>Day Care Center - Very Small - IX</b></p> <p><b>Day Care Center - Very Small - X</b></p> <p><b>Day Care Center - Very Small - XI</b></p> <p><b>Day Care Center - Very Small - XII</b></p> <p><b>Day Care Center - Very Small - XIII</b></p> <p><b>Day Care Center - Very Small - XIV</b></p> <p><b>Day Care Center - Very Small - XV</b></p> <p><b>Day Care Center - Very Small - XVI</b></p> <p><b>Day Care Center - Very Small - XVII</b></p> <p><b>Day Care Center - Very Small - XVIII</b></p> <p><b>Day Care Center - Very Small - XIX</b></p> <p><b>Day Care Center - Very Small - XX</b></p> <p><b>Day Care Center - Very Small - XXI</b></p> <p><b>Day Care Center - Very Small - XXII</b></p> <p><b>Day Care Center - Very Small - XXIII</b></p> <p><b>Day Care Center - Very Small - XXIV</b></p> <p><b>Day Care Center - Very Small - XXV</b></p> <p><b>Day Care Center - Very Small - XXVI</b></p> <p><b>Day Care Center - Very Small - XXVII</b></p> <p><b>Day Care Center - Very Small - XXVIII</b></p> <p><b>Day Care Center - Very Small - XXIX</b></p> <p><b>Day Care Center - Very Small - XXX</b></p>

**Dimensional Standards**  
 The purpose of this table is to provide a clear and concise summary of the dimensional standards for each zoning district. The standards are listed in the table and are subject to change without notice.

## RESIDENTIAL USE TABLE

Table 19.03.030-A

Land Uses and Building Types Permitted in the Residential Districts

ZONING DISTRICTS	Single-Family Residential		Two-Family Residential		Three-Family Residential		Four-Family Residential	
	Single-Family	Two-Family	Two-Family	Three-Family	Three-Family	Four-Family	Four-Family	Four-Family
<b>1. Single-Family Detached</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>2. Single-Family Attached</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>3. Accessory Dwelling</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>4. Accessory Units and Structures</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>5. Homebased Business</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>6. Office</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>7. Community Center</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>8. Day Care Center</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>9. Day Care Center - Large</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>10. Day Care Center - Small</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>11. Day Care Center - Very Small</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>12. Day Care Center - Very Small - II</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>13. Day Care Center - Very Small - III</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>14. Day Care Center - Very Small - IV</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>15. Day Care Center - Very Small - V</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>16. Day Care Center - Very Small - VI</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>17. Day Care Center - Very Small - VII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>18. Day Care Center - Very Small - VIII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>19. Day Care Center - Very Small - IX</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>20. Day Care Center - Very Small - X</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>21. Day Care Center - Very Small - XI</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>22. Day Care Center - Very Small - XII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>23. Day Care Center - Very Small - XIII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>24. Day Care Center - Very Small - XIV</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>25. Day Care Center - Very Small - XV</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>26. Day Care Center - Very Small - XVI</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>27. Day Care Center - Very Small - XVII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>28. Day Care Center - Very Small - XVIII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>29. Day Care Center - Very Small - XIX</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>30. Day Care Center - Very Small - XX</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>31. Day Care Center - Very Small - XXI</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>32. Day Care Center - Very Small - XXII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>33. Day Care Center - Very Small - XXIII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>34. Day Care Center - Very Small - XXIV</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>35. Day Care Center - Very Small - XXV</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>36. Day Care Center - Very Small - XXVI</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>37. Day Care Center - Very Small - XXVII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>38. Day Care Center - Very Small - XXVIII</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>39. Day Care Center - Very Small - XXIX</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>40. Day Care Center - Very Small - XXX</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

## NEW DIMENSIONAL TABLE

19.03.030-A: Dimensional Standards

STANDARDS	Standard Residential (R)	R.T.P.	R.S.	Two-Family Zone	Multifamily Zone	Additional Standards and Exceptions
<b>1. Minimum lot area (sq. ft.)</b>	5,000	7,000	10,000	5,000	Not applicable	
<b>2. Depth (ft.)</b>	5,000	7,000	10,000	5,000	Not applicable	
<b>3. Attached single-family residential</b>	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	
<b>4. Types</b>	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	0.500
<b>5. Multifamily (4 units or greater)</b>	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	0.500 sq. ft. per lot area per unit
<b>6. Public and institutional uses</b>	None	None	None	None	None	None
<b>7. Commercial</b>	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	None

### LOT AREA & DIMENSIONS TABLE (TYPICAL)

Table 19.301.4  
Low Density Residential Development Standards

Standard	ZONING DISTRICTS			Standards/ Additional Provisions
	R-10	R-7	R-5	
<b>A. Lot Standards</b>				
1. Minimum lot size (sq ft)				Subsection 19.301.1 Lot Size Exceptions
a. Single-family detached	10,000	7,000	5,000	
b. Duplex	14,000	14,000	10,000	
2. Minimum lot width (ft)	70	60	50	
3. Minimum lot depth (ft)	180		80	
4. Minimum street frontage requirements (ft)				
a. Standard lot			30	
b. Flag lot			25	
c. Double flag lot			35	
<b>B. Development Standards</b>				
1. Minimum yard requirements for primary structures (ft)				Subsection 19.301.8.A Side Yards

### DRAFT CODE

**Explanatory Notes on Draft Code:**

**Added text is double underlined and bolded.**

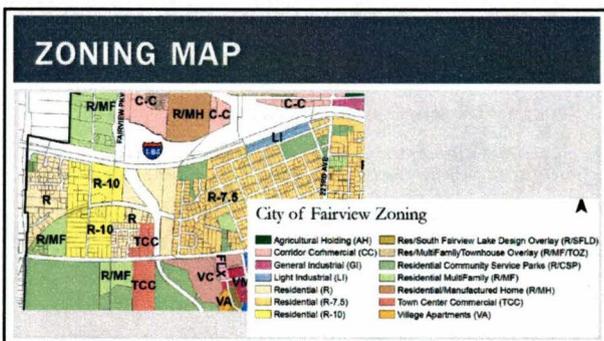
**Deleted text is stricken.**

**/// marks intervening text that is not being amended.**

**Grey shading marks text that's been relocated, primarily placed in new Dimensional Standards table 19.30.030-A.**

**Yellow highlighting marks amended text, to more easily locate the changes.**

**Additional discussion of each code amendment is provided in the Discussion boxes following each amendment; this is for information only, to be removed with adoption of the final ordinance.**



### HOUSING TYPES AND DENSITY

Maximum Density Based on Smallest Allowed Lot Size

**RESIDENTIAL MULTI-FAMILY EXAMPLE:**

**Triplexes:** 6,000 s.f. min lot size (2,000 s.f. per unit) = 21.8 units per acre MAX density

**Attached SF:** 2,000 s.f. min lot size = 21.8 units per acre MAX density

**Multi-Family:** 2,500 s.f. lot area per unit = 17.4 units/acre MAX density

### HOUSING TYPES AND DENSITY

MINIMUM Density Based on LARGEST Allowed Lot Size

**RESIDENTIAL MULTI-FAMILY EXAMPLE:**

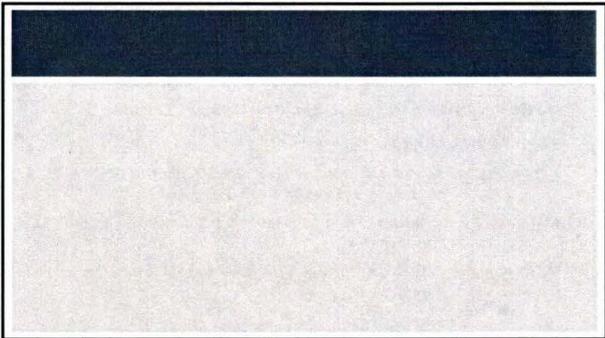
Triplexes: 10,000 s.f. max lot size (3,333 s.f. per unit) = 13 units per acre MIN density

Attached SF: 4,500 s.f. max lot size = 9.7 units per acre MIN density (80% of max would be

Multi-Family: 2,500 s.f. lot area *per unit* = 17.4 units/acre MAX density

### NEXT STEPS

- Additional changes based on PC feedback
- City Attorney final review
- Mail notice to property owners 20-40 days before hearing
- Notify DLCD and Metro 35+ days before hearing
- Planning Commission hearing
- City Council hearing



### MINIMUM DENSITY (FAIRVIEW CODE)

**FMC 19.30.060 Residential density and building size.**

**A. Residential Density Standard. New development applications must achieve at least the minimum density of the zoning district in which they are located.**

**2. The following types of housing are exempt from the density standards: Residential care homes/facilities and partitions creating two lots.**

## MINIMUM DENSITY (FAIRVIEW CODE)

### FMC 19.250.010 Minimum density.

A. When single-family lots are created through **partition** or **subdivision**, a minimum density permitted in the zone is required on all parcels within the R zones. For purposes of this section, the number of lots required shall be determined by multiplying the maximum density, exclusive of potentially allowable density transfer, by 0.8.

B. In all **multifamily zones** 80 percent of the allowable density must be achieved by all residential developments.

## MINIMUM DENSITY

EXAMPLE: 1 acre lot (43,560 s.f.) in R-7.5 (Old Town Overlay) Zone

Maximum density:  $43,560 \div 7,500$  s.f. (smallest allowed lot size) = **5.8 lots** (either 5 or 6 depending on rounding method)

Minimum Density Option #1: Partition at maximum lot size of 10,000 s.f. = 4.4 lots (either 4 or 5 lots, depending on rounding method)

Minimum Density Option #2: Calculated at 80% of maximum  $5.8 \times 0.80 = 4.6$  (either 4 or 5 lots, depending on rounding method)

## MINIMUM DENSITY

EXAMPLE: 1 acre lot (43,560 s.f.) in Standard R Zone

Maximum density:  $43,560 \div 6,000$  s.f. (smallest allowed lot size) = **7.3 lots** (either 7 or 8 depending on rounding method)

Minimum Density Option #1: Partition at largest lot size of 10,000 s.f. = **4.4 lots** (either 4 or 5 lots, depending on rounding method)

Minimum Density Option #2: Calculated at 80% of maximum density  $7.3 \times 0.80 = 5.8$  (either 5 or 6 lots, depending on rounding method)

## MINIMUM DENSITY

EXAMPLE: 1 acre lot (43,560 s.f.) in Multi-Family Zone with Attached Single-Family Homes (townhomes)

Maximum density:  $43,560 \div 2,500$  s.f. (smallest allowed lot size) = **21.8 lots** (either 21 or 22 depending on rounding method)

Minimum Density Option #1: Partition at largest lot size of 4,500 s.f. = **9.8 lots** (either 9 or 10 lots, depending on rounding method)

Minimum Density Option #2: Calculated at 80% of maximum density  $21.8 \times 0.80 = 17.4$  (either 17 or 18 lots, depending on rounding method)