



**PLANNING COMMISSION**  
**Meeting Notes of February 16, 2022**

<u>Commissioners present:</u>	Gary Walvatne, Charles Mathews, Scott Erwin, Joel Metlen, Carrie Pellett, and Bayley Boggess.
<u>Commissioners absent:</u>	John Carr
<u>HRB Members Present:</u>	Danny Schreiber, David Taylor, James Manning, and Tom Watton
<u>Council Liaison absent:</u>	William Relyea
<u>Public:</u>	Jody Carson
<u>Staff present:</u>	Darren Wyss, Planning Manager, Associate Planner John Floyd, and Lynn Schroder, Administrative Assistant

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The meeting video is available on the City website.

**1. Call To Order and Roll Call**

Chair Walvatne called the meeting to order at 6:00 pm.

**2. Public Comment**

Jody Carson, Willamette Main Street Organization, supported the proposed Historic Code Amendment Package, which allows existing bungalows and the gas station in the district to maintain their current character without changing to a Western false front façade. She noted that these structures are historic in their own right. She was concerned that the proposed awning requirements might be challenging for property owners. She supported the proposed amendment packet as a first step, noting that some issues still need to be addressed.

**3. Work Session: Historic Review Board (HRB) Joint Meeting**

[HRB Proposed Code Amendment Package](#)

Associate Planner Floyd introduced the proposed Chapter 25 and 58 code amendments package. The purpose of the work session was to provide the Planning Commission with an overview of the proposed changes and discuss any questions or concerns with HRB members.

CDC Chapter 25 (Overlay Zones – Historic District) applies to all historic properties that are either individually listed or located within the boundaries of the Willamette Historic District. CDC Chapter 58 (Willamette Falls Drive Commercial Design District) requires new construction and remodels to be consistent with the distinctive western false front architecture style of the 1880- 1915 period. At Council Direction, the HRB has been working on updating these chapters to correct problematic code such as ambiguous standards and new streetscape conditions along Willamette Falls Drive. Recommended changes include clarifying that Chapter 58 prevails in cases of conflict with other chapters, updating the awning standards due to conflict with the new streetscape, exempting ordinary maintenance, flags, and planters, and creating a path for HRB approval for alterations to out-of-period buildings.

Commissioner Mathews asked why banners and flags were being allowed. Floyd responded that the sign code regulates those, so removing regulations from the CDC removes confusion. HRB Chair Schreiber replied that the HRB removed the banner and flag regulation from the CDC because banners and flags are

regulated in the City's Sign Code. Mathews asked for a comparison of the existing City Sign Code and the sign language proposed to be removed from the CDC.

Commissioner Mathews asked about the temporary bolsters located along Willamette Falls Drive. Wyss responded that the temporary bolsters are part of the streetscape and would be replaced by permanent bolsters in some places in the future. He stated that the streetscape under the purview of the City Public Works Department and would not go before the HRB or PC. Chair Schreiber responded that the HRB had not had any input on the Willamette Falls Drive streetscape design even though the HRB does design reviews in the district.

Chair Walvatne requested a change to the language about demolition-by-neglect.

HRB Chair Schreiber noted that the HRB spent a lot of effort on Chapter 58 and the proposed amendments were well thought out. However, more work is needed on Chapter 58. He hoped to address deeper issues like bungalows and enforcement after the current proposed amendment package is approved. He stated that it would likely be a very challenging update. Wyss noted that the further revisions to Chapter 58 would likely include a visioning process.

Commissioner Metlen appreciated the phased approach. He asked about other potential touchpoints that may come up in the public hearing. Schreiber responded that the Willamette Falls Drive Streetscape is a significant issue for businesses and community members in the Historic District. He wanted the City Council to address this issue and provide directives to City staff and HRB members. Infill requirements between bungalows, parking, and awnings would also likely be concerns.

Commissioner Erwin stated that the HRB spent a lot of time on the amendment package. He fully supported the proposed changes.

Commissioners and Members discussed enforcement issues.

HRB Chair Schreiber noted that one of the duties of the HRB is to designate historic resources. He would like to make the historic designation process more visible to property owners of potentially qualifying properties.

#### **4. Items Of Interest From The Planning Commission**

Chair Walvatne asked that the City provide more outreach on I205 tolling developments.

Commissioner Pellett wanted the 2022 CDC Working Group to go through a visioning process. She wanted to send out survey to the Working Group to think about impacts on the community. Commissioners discussed the 2022 CDC Working Group process.

Chair Walvatne updated Commissioners on the letter the PC authorized him to send to the City Council requesting roundabout standards.

#### **5. Items Of Interest From Staff**

Planning Manager Wyss reviewed the upcoming Planning Commission schedule.

#### **6. Adjourn**

Chair Walvatne adjourned the meeting at approximately 7:52 pm.