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WORK SESSION EXHIBIT 1 - STAFF REPORT

DATE: February 21, 2019
TO: McMinnville Planning Commission
FROM: Chuck Darnell, Senior Planner
SUBJECT: Great Neighborhood Principles Project Update

Report in Brief:

The purpose of this discussion item is to provide an update on the City of McMinnville Planning Department's Great Neighborhood Principles project. Staff will provide a detailed update during a presentation at the work session meeting, which will focus on the recommendation from the Great Neighborhood Principles Project Advisory Committee (PAC). The PAC's recommendation is to adopt Comprehensive Plan text amendments to incorporate the Great Neighborhood Principles into the McMinnville Comprehensive Plan.

Background:

The McMinnville Planning Commission's 2017-2019 Work Plan included the Great Neighborhood Principles (GNP) project as a long-range planning work product. The purpose of the GNP project was to define what makes a great neighborhood in McMinnville, and to identify and describe specific principles (which also could be referred to as elements or characteristics) that should be achieved in every neighborhood. The GNP will ensure that new development and redevelopment, as it occurs, creates places and neighborhoods that are livable, healthy, social, safe, and vibrant for all residents of McMinnville. The GNP were intended to be adopted into the City's Comprehensive Plan to guide future development, and also to be used to guide future development code updates establishing more detailed requirements to achieve and implement the GNP.

Staff initiated the GNP project in August 2018 by forming a Project Advisory Committee (PAC) and Technical Advisory Committee (TAC) to provide guidance for staff and to oversee the completion of the project. Four PAC meetings were held between September 2018 and January 2019 to oversee the project process. The first meeting was a kick-off meeting in September 2018, introducing the PAC members to the project and providing an opportunity for small-group discussion and idea sharing on potential GNPs. The second meeting was held in October 2018 and focused on the PAC review and approval of the public engagement plan for the GNP project.

The public engagement portion of the project was then completed during October and November of 2018. In order to solicit as much public input as possible, staff and the PAC decided on a variety of formats for information sharing and public engagement, including social media posts, social media polls, an online survey, placement of hard copies of the survey in various locations around the city, a public open house, and presentations to service organizations in McMinnville. The survey was the

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most successful method in generating public input and feedback on the project. Overall, 334 survey responses were provided. Of those responses, 292 were provided online in English, 5 were provided online in Spanish, and 37 were provided as hard copies in English.

Following the public engagement process, the PAC met for their third meeting in December 2018 to review the survey results and other public engagement results, and identified key takeaways from the survey results to incorporate into the GNPs. The PAC then directed staff to draft Comprehensive Plan text amendments that would incorporate the GNPs into the Comprehensive Plan, and to bring those draft text amendments back to the PAC for review.

Staff prepared and presented draft Comprehensive Plan text amendments to the PAC at their January 2019 meeting. The PAC reviewed the draft amendments, and with a few minor edits, recommended that they be forwarded on to the Planning Commission for review and consideration.

Discussion:

The City is proposing, based on the Project Advisory Committee's recommendation, to amend the McMinnville Comprehensive Plan by adding the Great Neighborhood Principles (GNPs) to the existing Urbanization chapter (Chapter IX). The Urbanization chapter was determined by staff to be the section of the Comprehensive Plan that would be best suited for the inclusion of the GNPs. The Urbanization chapter includes goals and policies related to the land use planning framework that guides the City's planning program. It includes sections on "Urban Growth Boundary", "General Development Pattern", and "Land Use Development Tools". The GNPs are proposed to be added at the end of the Urbanization chapter in a new section proposed to be titled "Great Neighborhood Principles", which would fall under the overarching Goal IX 2, which is "To establish a land use planning framework for application of the goals, policies, and proposals of the McMinnville Comprehensive Plan".

In regards to the structure of the existing Comprehensive Plan, the Plan is organized into a format that includes Goals, Policies, and Proposals. Each of those are described in the introduction of the Comprehensive Plan as follows:

GOALS: are the broadly-based statements intended to set forth the general principles on which all future land use decisions will be made. Goals carry the full force of the authority of the City of McMinnville and are therefore mandated.

POLICIES: are the more precise and limited statements intended to further define the goals. These statements also carry the full force of the authority of the City of McMinnville and are therefore mandated.

PROPOSALS: are the possible courses of action available to the City to implement the goals and policies. These proposals are not mandated; however, examination of the proposals shall be undertaken in relation to all applicable land use requests.

The introduction of the Comprehensive Plan further explains how Goals, Policies, and Proposals will be applied to land use decisions as follows:

"The implementation of these goal, policy, and proposal statements shall occur in one of two ways. First, the specific goal, policy, or proposal shall be applied to a land use decision as a criterion for approval, denial, or modification of the proposed request. In this case the goal, the policy, or the proposal is directly applied. The second method for implementing these statements

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is through the application of provisions and regulations in ordinances and measures created to carry out the goals and policies. This method involves the indirect application of the statements. These ordinances and measures are included in Volume III of the McMinnville Comprehensive Plan.”

The GNPs have therefore been drafted as a set of policies and proposals, to fit within the existing format of the McMinnville Comprehensive Plan. The version of the Comprehensive Plan text amendments that was reviewed and recommended by the PAC on January 15, 2019, is attached to this staff report. These Comprehensive Plan text amendments include proposed Policies 187.10, 187.20, and 187.30, which introduce and describe the purpose and function of the GNPs. Proposed Policy 187.40 then lists the GNPs, which are proposed to be as follows:

1. Natural Feature Preservation. Great Neighborhoods are sensitive to the natural conditions and features of the land.
2. Scenic Views. Great Neighborhoods preserve scenic views in areas that everyone can access.
3. Parks and Open Spaces. Great Neighborhoods have open and recreational spaces to walk, play, gather, and commune as a neighborhood.
4. Pedestrian Friendly. Great Neighborhoods are pedestrian friendly for people of all ages and abilities.
5. Bike Friendly. Great Neighborhoods are bike friendly for people of all ages and abilities.
6. Connected Streets. Great Neighborhoods have interconnected streets that provide safe travel route options, increased connectivity between places and destinations, and easy pedestrian and bike use.
7. Accessibility. Great Neighborhoods are designed to be accessible and allow for ease of use for people of all ages and abilities.
8. Human Scale Design. Great Neighborhoods have buildings and spaces that are designed to be comfortable at a human scale and that foster human interaction within the built environment.
9. Mix of Activities. Great Neighborhoods provide easy and convenient access to many of the destinations, activities, and local services that residents use on a daily basis.
10. Urban-Rural Interface. Great Neighborhoods complement adjacent rural areas and transition between urban and rural uses.
11. Housing for Diverse Incomes and Generations. Great Neighborhoods provide housing opportunities for people and families with a wide range of incomes, and for people and families in all stages of life.
12. Housing Variety. Great Neighborhoods have a variety of building forms and architectural variety to avoid monoculture design.
13. Unique and Integrated Design Elements. Great Neighborhoods have unique features, designs, and focal points to create neighborhood character and identity. Neighborhoods shall be encouraged to have: [...]

Each GNP is followed by language that is intended to provide more specific direction on how to achieve each individual principle. This language that provides direction on achieving each principle was drafted largely out of feedback provided throughout the public outreach process, and during dialogues and discussions with the Project Advisory Committee. Staff will provide a more detailed presentation on each of the GNPs and their supporting language during the work session meeting.

Also included in the proposed Comprehensive Plan amendments are Proposals that guide future courses of action that the City could undertake to further develop and implement the GNPs. These Proposals are

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proposed to be included as Proposals 40.00 – 46.00, and describe more specific planning processes and development code requirements that should be drafted and adopted by the City to ensure that the GNPs are implemented during development and redevelopment projects. As discussed above, the GNPs are proposed to be Policies, so they are drafted to be somewhat high-level statements. Each principle includes some more specific language to provide direction on how to achieve each principle. As described in the introduction of the Comprehensive Plan, the Policies “carry the full force of the authority of the City of McMinnville and are therefore mandated.” The introduction of the Comprehensive Plan further states that the Policies “shall be applied to a land use decision as a criterion for approval, denial, or modification of the proposed request”. However, because the Policies are higher level statements, there could be some discretion or disagreement in exactly how those Policies are applied to individual development projects. The Proposals, specifically those that will result in further definition in development code updates, will provide an opportunity for the City to better describe the specific requirements that will be applied to development projects to ensure that the GNPs are being implemented as intended. The development code updates included in the Proposals will be undertaken by staff, and will be drafted through dialogues with the Planning Commission and City Council in future work sessions and public hearings. Again, staff will provide a more detailed presentation on each of the Proposals during the work session meeting.

Fiscal Impact:

None.

Recommendation/Suggested Motion:

No specific motion is required at this time. If there are not any major issues identified by the Planning Commission, staff intends to bring the GNP Comprehensive Plan text amendments to the Planning Commission for formal review and consideration during a public hearing at the March 21, 2019 Planning Commission meeting.

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