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MINUTES

June 15, 2017
Planning Commission
Work Session Meeting

5:30 pm
McMinnville Civic Hall, 200 NE 2nd Street
McMinnville, Oregon

Members Present: Chair Roger Hall, Vice-Chair Zack Geary, Commissioners: Erin Butler, Susan Dirks, Roger Lizut, Lori Schanche, and Erica Thomas

Members Absent: Martin Chroust-Masin

Staff Present: Chuck Darnell – Associate Planner, Ron Pomeroy – Principal Planner, and Heather Richards – Planning Director

1. Call to Order

Chair Hall called the meeting to order at 5:30 p.m.

2. Swearing in New Commissioners – Roger Lizut

Planning Director Heather Richards swore in new Planning Commissioner Roger Lizut.

Commissioner Lizut introduced himself.

3. Discussion Items:

- **Green Cities – Three Mile Lane**

Planning Director Richards said the City had been in discussion with the University of Oregon regarding utilizing undergraduate and graduate students to help with local planning projects. One of these programs was the Green Cities program where a community was chosen for students to work on a planning issue. The students would be utilizing drones to get video and aerial shots of the area and host a design charrette, and create a report with recommendations for the City to consider. Staff suggested the Three Mile Lane corridor project would be a great opportunity for McMinnville and the students and the college agreed to move forward with that project. They were also partnering with a university in South Africa as part of this program. She explained the existing land uses and development included in this corridor and mentioned that there was also a Three Mile Lane Overlay District created in 1981 and updated in 1994 in addition to a 1996 Highway 18 Corridor Refinement Plan. Notice would be sent to property owners and there would be a group of citizens who would work with the students. The design charrette would be held on Saturday, July 29th. The value system of the Green Cities program is sustainability and how to bring that into planning and public policy. The City applied for a Transportation Growth Management Grant for this corridor and the grant award announcement would take place in August. She explained that the Yamhill River Bridge, various transportation connections, and bicycle and pedestrian

amenities would be studied through the grant. It was a competitive grant and, if the City received a grant award, a scope of work for the consultant would be drafted. It would take about six months to procure a consultant due to working with ODOT. In the meantime, the Commission would be able to review the reports from the University of Oregon students.

- Industrial Zone Land Use Classifications

Planning Director Richards said planning staff were working on updating the zoning ordinance. It had been brought to staff's attention by the community and the McMinnville Economic Development Partnership that there were portions of the zoning ordinance that were not working towards the vision of 11 jobs per acre in the industrial zones. She discussed the Economic Opportunities Analysis that was done in 2014, locations of M-2 zoned land in the City, and land use classifications. Some of the current issues included marijuana grow operations buying industrial land as well as mini storage uses on industrial land. The intent of the code was to allow storage of industrial products, but it had been historically interpreted to say these were all storage units and mini storage was allowed in the industrial zones. The concern was that as this continued, they were using land that would not achieve the job target. The question was if this should be refined to get to the 11 jobs per acre. Mini storage uses consumed a large amount of land and were not job productive, however it was a booming business and there was a need for it. Staff put together a table of McMinnville's industrial land zones and classifications. Staff also surveyed other communities that were comparable to McMinnville's existing conditions and cities that were effectively managing industrial land uses that McMinnville might want to emulate.

Principal Planner Ron Pomeroy introduced the City's industrial classifications. Planning Director Richards suggested changing the specific, narrow land uses to broader classifications that fit today's activities.

Associate Planner Chuck Darnell discussed what six other cities were doing for industrial uses and land use classifications. Five of the six had a land use table that they used which made for easier use to know what was permitted in what zones. Regarding industrial land use categories, most were selective on where they allowed mini storages.

There was discussion regarding how the Commission wanted the zoning information to be brought back for additional discussion. The consensus was for staff to bring back three proposals for the Planning Commission to review, two extremes and a middle approach.

Planning Director Richards would also take the proposals to the McMinnville Economic Development Partnership who would give a recommendation to the Planning Commission. This work would take about four months to complete.

- McMinnville Matters – Planning Outreach and Engagement (Growing McMinnville)

Planning Director Richards stated the City wanted to start a community portal for conversation in regard to planning matters and to do a much better job of outreach to all demographics. To reach those goals, staff was working on a McMinnville Matters campaign for all forms of planning outreach. It is a social media press through Facebook, Twitter, Instagram, and WordPress. Staff would start a planning blog. The planning team would be posting the items beginning in July. This would be informative and people could comment, but staff would not be commenting back.

The Commission made suggestions regarding the design of the blog.

Planning Director Richards shared with the Commission the Growing McMinnville presentation she had been giving to community groups. It was a visionary plan looking forward to the next 15 years. Included in the presentation were a number of topics including the need for connections and putting the pieces together, where McMinnville was today, how McMinnville was planned in the past, progressive public improvements, significant growth impacts, historic preservation program and downtown character, NE Gateway District, Urban Renewal and the Alpine Avenue project, 3rd Street improvement project, other current improvement projects, loan and grant programs for business and property assistance, creating a residential historic district, reviewing the downtown overlay district, and planning for the sesquicentennial in 2032. Future dialogues would be about growth, housing, great neighborhood principles, the economy and jobs, parks and open space, connectivity and bicycle and pedestrian trails, entryways, urban design standards, and things that made McMinnville unique.

Planning Director Richards reviewed what happened with the Baker Creek development land use applications. The applicant appealed the Planning Commission's decision for denial to the City Council. After the Planning Commission meeting, the developer met with staff in an effort to be responsive to what the Commission had said. The concerns included a need for more open space and connectivity, concern about the urban form, concern about the size of the lots, concern about on-street parking, and need for more multi-family housing units. They met the code for the parking. In terms of the urban form, there were conditions of approval for different architectural types and for an architectural plan book. Regarding open space, the applicant agreed to add open space in areas of high density that did not have as much access to the neighborhood park. She explained where the open space was added which eliminated five lots and the multi-family space was increased from 65 to 70 units. With the modifications provided by the applicant, the Council voted to support the appeal and approved the applicant's request.

Planning Director Richards then discussed the West Hills development. The Planning Commission had a condition of approval for pedestrian/bike connectivity between the longer block lengths. Staff shared that she had met with the developer and discussed where those connections made the most sense. She showed the map that was presented to the Council. The Council agreed the connections made a better plan and approved the application.

4. Citizen Comments:

Mr. Mark Davis, McMinnville resident, suggested adding a slide to the Growing McMinnville presentation about McMinnville Water and Light as it was an asset to the community. The Three Mile Lane area was prime farmland and the City should never have developed there. He hoped as they moved forward that they stayed away from developing more farmland. The bridge was structurally deficient and needed to be replaced. He thought mini storage would hurt the potential for jobs in both commercial and industrial zones. He did not think it mattered what zone they were in. People cared about the edges and what zoning they were next to. He thought that for the industrial land, they should talk to the McMinnville Economic Development Partnership and McMinnville Industrial Promotions for what types of industrial should go where as they knew what would be an incompatible neighbor. The jobs projection in the Economic Opportunities Analysis was important to look at in the discussions about what kind of housing the City needed. There needed to be more land zoned for affordable housing and he suggested creating a new land use classification, R-5, which was strictly multi-family. He was part of the Housing Authority Team that built the Village Quarter downtown and he suggested the Commission walk through the project as an example of quality government subsidized affordable housing.

J.W. Milligan, McMinnville resident, asked if the City was awarded the Transportation Growth Management Grant, when would they receive the funds. Planning Director Richards said in the next fiscal year. They had to procure a consultant with ODOT and then the work could begin.

Mr. Milligan was in favor of looking at the industrial land classifications. After doing some research, he thought that TTR Tax Software could not locate in the industrial zone, and he asked how they were able to expand their building. Planning Director Richards stated looking at what was permitted and what that company did, and that software development was considered traded sector, they were allowed to expand.

Mr. Milligan thought that was a stretch. He was told his company could not locate there and he did not think TTR could occupy the building either. He suggested the Commission also look at commercial zones as financial service firms were not allowed in any of the zones. There was also an issue with residential homes downtown that were zoned C-3, and people were occupying them illegally due to them being legally non-conforming to the zone. This also caused problems when acquiring financing.

5. Commissioner Comments:

Commissioner Schanche reported on the training session she attended in Eugene.

6. Adjournment:

Chair Hall adjourned the meeting at 7:30 p.m.



Heather Richards
Secretary