

CITY OF MILWAUKIE
DESIGN AND LANDMARKS COMMITTEE
NOTES
Pond House
2215 SE Harrison St
Monday, January 9, 2017
6:30 PM

COMMITTEE MEMBERS PRESENT

Sherry Grau, Chair
 Lauren Loosveldt
 Scott Jones

MEMBERS ABSENT

None

STAFF PRESENT

Brett Kelper, Associate Planner (staff liaison)

ALSO IN ATTENDANCE

Cynthia Schuster
 Michael Corrente

1.0 Call to Order – Procedural Matters

Chair Sherry Grau called the meeting to order at 6:39 p.m.

2.0 Design and Landmarks Committee Notes

2.1 December 20, 2016

Member Scott Jones had not yet arrived when **Chair Grau** called the meeting to order, so this item was deferred. Shortly after Item 3.0 was covered, **Member Jones** arrived and the group returned to finish Item 2.0. **Chair Grau** asked whether there were any corrections to the notes. Hearing none, she called for a motion to approve them and it passed unanimously.

3.0 Information Items

Associate Planner Brett Kelper reported that interviews for the two open Committee positions were held last Wednesday (January 4). Cynthia Schuster, Michael Corrente, and one other candidate were interviewed. Ms. Schuster and Mr. Corrente will be officially appointed in February.

4.0 Audience Participation – None

5.0 Public Meetings – None

6.0 Worksession Items

6.1 Downtown Design Guidelines Update, cont. (Milwaukie Character)
 Staff Person: Brett Kelper, Associate Planner

Mr. Kelper suggested that the worksession begin with a quick review of the revisions discussed at the December meeting, before preparing for the special second “photo” meeting on January 23 and diving in to the Pedestrian Emphasis element of the Downtown Design Guidelines (DDG) update. He noted that, at the Committee interviews last week, Mayor Gamba and Councilor Parks were supportive of the idea for an interim adoption of the DDG updates. The process will probably go through the Planning Commission on its way to City Council, so if it can be initiated in February it might be complete by April.

Member Lauren Loosveldt asked whether Mr. Kelper could provide a complete set of the revised Milwaukie Character guidelines to the group for review. **Mr. Kelper** noted that clean versions of the group's work to date on the Milwaukie Character element were included in the meeting packet as Attachment 2, and he suggested that the group review them for further discussion at the January 23 meeting as time allows.

Following up on the group's December edits to the DDG text, **Mr. Kelper** asked whether there were any corrections to recommend for the revisions to either page 16 (the new combo page for "Consider Architectural Context and Contrast") or page 18 ("Preserve Historic Landmarks"). There were no suggested corrections for page 16, but the group did make a few additional changes to page 18.

Regarding the update of DDG photos, **Mr. Kelper** asked how the group wanted to conduct the January 23 meeting, citing the original idea of showing up with photos in hand to discuss for specific DDG pages—the members agreed on that approach. **Member Loosveldt** reiterated a question raised previously about who would take any replacement photos. Were City staff available, or should the Committee members do it? What about getting new images from the internet, or retaining some of the existing DDG photos—are there copyright or permission issues? **Mr. Kelper** committed to tracking down answers for the January 23 meeting. There was some discussion about the recommended number of images per page and whether or not to find "before" and "after" images for some buildings, as well as a note that developing captions for the images is yet another task to keep in mind.

The group clarified that new images were not limited to Milwaukie sites but could also be drawn from the surrounding area, such as Oregon City, Sellwood, and southeast Portland. There was a suggestion to set up a shared electronic folder in advance of the January 23 meeting where members could upload images for the various guidelines. **Chair Grau** offered to establish a Dropbox-type folder for the group, with subfolders for the various specific guidelines and a text document for each one where specific ideas could be noted.

The group examined the introductory pages of the DDG and noted several additional photos that probably need updating and can be discussed on January 23 as well. In addition, **Mr. Kelper** agreed to review the introductory text and identify any sections that might warrant review and revision by the Committee.

Returning to the DDG edits, the group began to look at the Pedestrian Emphasis elements, starting with page 21 ("Intent"). There was agreement about the photo on that page needing replacement, and several initial edits were made to improve the introductory language for this set of guidelines. **Mr. Kelper** acknowledged that the group may find it useful to come back to this page once they have worked on some of the actual Pedestrian Element guidelines, when the overall arc of this element may become more clear.

The group also worked on page 22 ("Reinforce and Enhance the Pedestrian System") and developed several revisions. There was a reminder that the City's Public Works Standards determine design for the public streetscape and that the DDG addresses the interface or transition between public sidewalks and private development. **Ms. Schuster** suggested that the group's upcoming photo discussion might illuminate some of the issues being addressed by this guideline and help with the rewriting. With that in mind, and given the hour, the group tabled the remaining work on page 22 for the night.

Mr. Kelper acknowledged that he had not yet discussed with the group the larger issue of how the updates to the zoning code over the past couple of years work with the DDG for downtown design review. In particular, where the zoning code now provides an option to bypass the Committee and Planning Commission if certain clear and objective standards are met, it might be useful to see how those objective standards relate to the DDG. **Member Loosveldt** agreed that it would be important to confirm whether there were any contradictions between the zoning code and the DDG. **Mr. Kelper** committed to taking a closer look and reporting back to the group.

7.0 Other Business/Updates

Mr. Kelper explained the land use application referral that the Committee received in its meeting packet (file #NR-2016-006). The proposal by Moda Health (10505 SE 17th Ave) is to reroute an existing public sewer line that runs under the main building, which will involve some disturbance to the designated natural resource areas nearby. The application is for natural resource review, which the Committee ordinarily has no role in—however, the zoning code requires that the Committee be included in the application's referral to various entities for comment when a site is within a downtown zone. In this case, the Moda Health site is zoned Downtown Mixed Use (DMU), so the Committee is included in the referral process.

With a better understanding of the project and the referral process, the Committee agreed that it had no formal comments to offer for file #NR-2016-006.

8.0 Design and Landmarks Committee Discussion Items – None

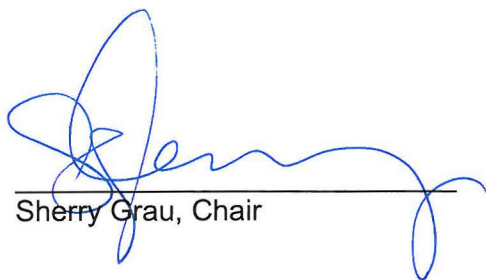
9.0 Forecast for Future Meetings:

January 23, 2017	DDG revisions – Focus on photo updates
February 6, 2017	DDG revisions – Pedestrian Emphasis element

Chair Grau adjourned the meeting at 8:32 p.m.

Respectfully submitted,

Brett Kelper, Associate Planner



Sherry Grau, Chair