

**CITY OF MILWAUKIE  
DESIGN AND LANDMARKS COMMITTEE  
MINUTES  
Milwaukie Public Safety Building  
3200 SE Harrison St  
WEDNESDAY, JANUARY 29, 2014  
6:30 PM**

**COMMITTEE MEMBERS PRESENT**

Greg Hemer, Chair  
Sherry Grau, Vice Chair  
Val Ballestrem  
James Fossen

**STAFF PRESENT**

Dennis Egnor, Planning Director  
Li Alligood, Associate Planner (DLC Liaison)

**MEMBERS ABSENT**

Becky Ives

**1.0 Call to Order – Procedural Matters**

**Chair Hemer** called the meeting to order at 6:30 p.m. and read the conduct of meeting format into the record.

**2.0 Design and Landmarks Committee Notes**

2.1 October 7, 2013

**DLC Member Val Ballestrem moved to approve the October 7, 2013, meeting minutes as proposed. DLC Member James Fossen seconded the motion. The motion was approved unanimously.**

2.2 October 23, 2013

**DLC Member Sherry Grau moved to approve the October 23, 2013, meeting minutes as proposed. DLC Member Ballestrem seconded the motion. The motion was approved unanimously.**

2.3 November 25, 2013

**DLC Member James Fossen moved to approve the November 25, 2013, meeting minutes as proposed. DLC Member Val Ballestrem seconded the motion. The motion was approved unanimously.**

**3.0 Information Items**

**Dennis Egnor, Planning Director**, noted that staff would be returning to the DLC to review the Kellogg bicycle/pedestrian bridge lighting in order to provide a recommendation to the Planning Director. Planning Director review of the lighting plan was a condition of approval of land use file CSU-12-03.

**The Committee** discussed the original land use review and pedestrian bridge design.

**Li Alligood, Associate Planner**, introduced Mr. Egner, who had recently joined the City as the Planning Director. **Mr. Egner** provided an overview of his professional background. A new Associate Planner, Vera Kalias, had also joined the Planning Department.

**4.0 Audience Participation** –This is an opportunity for the public to comment on any item not on the agenda. There was none.

**5.0 Public Meetings** – None

**6.0 Worksession Items**

- 6.1 Summary: DLC Bylaws Update  
Staff Person: Li Alligood, Associate Planner

**Chair Hemer** provided an overview of past discussions about the bylaws. The DLC had provided direction to staff regarding revisions to the bylaws, and the revised bylaws had been included in the packet.

**Ms. Alligood** provided an overview of the DLC's discussions about updating its bylaws. The Committee's adopted bylaws were sufficient but not ideal. **The Committee** had discussed the bylaws at its November meeting and provided direction regarding edits to the proposed draft bylaws. Ms. Alligood pointed out items that had been revised since the November discussion.

**Chair Hemer** led a discussion about the proposed revisions to the bylaws. **The Committee** determined which edits they wanted to retain.

**Ms. Alligood** noted that the next step would be to request that Council adopt the revised bylaws.

**Mr. Egner** suggested the group continue to consider goals for discussion with Council, and provided an overview of the Council's adopted goals for 2014.

**DLC Member Grau moved to approve the revised bylaws as amended during the discussion. DLC Member Ballestrem seconded the motion. The motion was approved unanimously.**

- 6.2 Summary: Officer Elections  
Staff Person: Li Alligood, Associate Planner

**Ms. Alligood** noted that officer elections were conducted during the first meeting of the year. **Chair Hemer** and **DLC Member Grau** stated that they would be willing to continue in the roles of Chair and Vice Chair.

**DLC Member Val Ballestrem moved to reelect Greg Hemer as Chair and Sherry Grau as Vice Chair. DLC Member seconded the motion. The motion was approved unanimously.**

**7.0 Other Business/Updates**

- 7.1 Joint DLC/PC meeting on February 11, 2014

**Ms. Alligood** noted that the Moving Forward Milwaukie project team hoped to provide an update at a joint meeting of the Planning Commission and Design and Landmarks Committee on February 11. The Planning Commission and DLC bylaws also stated that the groups should meet twice a year. **The Committee** agreed, although DLC Member Fossen was unavailable on that date.

7.2 DLC Notebook Update Pages

**Ms. Alligood** provided updated staff list for the DLC notebook.

**8.0 Design and Landmarks Committee Discussion Items**

**9.0 Forecast for Future Meetings:**

- |               |   |
|---------------|---|
| March 3, 2014 | 1. Worksession: Kellogg bicycle/pedestrian bridge lighting design |
| April 7, 2014 | 1. TBD  |

Meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,

Li Alligood, Associate Planner



Val Ballestrem, Vice Chair