



AGENDA

MILWAUKIE DESIGN AND LANDMARKS COMMITTEE Tuesday, December 20, 2016, 6:30 PM

CITY HALL CONFERENCE ROOM
10722 SE MAIN ST

- 1.0 **Call to Order—Procedural Matters**
- 2.0 **Meeting Notes—Motion Needed**
 - 2.1 October 10, 2016
 - 2.2 November 14, 2016
- 3.0 **Information Items**
- 4.0 **Audience Participation—**This is an opportunity for the public to comment on any item not on the agenda
- 5.0 **Public Meetings—**Public meetings will follow the procedure listed on reverse

- 6.0 **Worksession Items**
 - 6.1 Summary: Downtown Design Guidelines Update, Session 10 (Milwaukie Character and Pedestrian Emphasis)
Presenter: Brett Kelter, Associate Planner
- 7.0 **Other Business/Updates**
 - 7.1 Summary: Adoption of DLC 2016-17 Work Program
- 8.0 **Design and Landmark Committee Discussion Items—**This is an opportunity for comment or discussion for items not on the agenda.
- 9.0 **Forecast for Future Meetings:**
 - January 2017, TBD
 - 1. Continue work on Downtown Design Guideline revisions (finish Milwaukie Character, begin Pedestrian Emphasis)

Milwaukie Design and Landmarks Committee Statement

The Design and Landmarks Committee is established to advise the Planning Commission on historic preservation activities, compliance with applicable design guidelines, and to review and recommend appropriate design guidelines and design review processes and procedures to the Planning Commission and City Council.

1. **PROCEDURAL MATTERS.** If you wish to speak at this meeting, please fill out a yellow card and give to planning staff. Please turn off all personal communication devices during meeting. For background information on agenda items, call the Planning Department at 503-786-7600 or email planning@milwaukieoregon.gov. Thank You.
2. **DESIGN AND LANDMARKS COMMITTEE MEETING MINUTES.** Approved DLC Minutes can be found on the City website at www.milwaukieoregon.gov.
3. **CITY COUNCIL MINUTES** City Council Minutes can be found on the City website at www.milwaukieoregon.gov.
4. **FORECAST FOR FUTURE MEETING.** These items are tentatively scheduled, but may be rescheduled prior to the meeting date. Please contact staff with any questions you may have.

Public Meeting Procedure

Those who wish to testify should come to the front podium, state his or her name and address for the record, and remain at the podium until the Chairperson has asked if there are any questions from the Committee members.

1. **STAFF REPORT.** Each design review meeting starts with a brief review of the staff report by staff. The report lists the criteria for the land use action being considered, as well as a recommendation with reasons for that recommendation.
2. **CORRESPONDENCE.** Staff will report any verbal or written correspondence that has been received since the Committee was presented with its meeting packet.
3. **APPLICANT'S PRESENTATION.**
4. **PUBLIC TESTIMONY IN SUPPORT.** Testimony from those in favor of the application.
5. **NEUTRAL PUBLIC TESTIMONY.** Comments or questions from interested persons who are neither in favor of nor opposed to the application.
6. **PUBLIC TESTIMONY IN OPPOSITION.** Testimony from those in opposition to the application.
7. **QUESTIONS FROM COMMITTEE MEMBERS.** The committee members will have the opportunity to ask for clarification from staff, the applicant, or those who have already testified.
8. **REBUTTAL TESTIMONY FROM APPLICANT.** After all public testimony, the Committee will take rebuttal testimony from the applicant.
9. **CLOSING OF PUBLIC MEETING.** The Chairperson will close the public portion of the meeting. The Committee will then enter into deliberation. From this point in the meeting the Committee will not receive any additional testimony from the audience, but may ask questions of anyone who has testified.
10. **COMMITTEE DISCUSSION AND ACTION.** It is the Committee's intention to make a recommendation this evening on each issue on the agenda. Design and Landmarks Committee recommendations are not appealable.
11. **MEETING CONTINUANCE.** Prior to the close of the first public meeting, *any person* may request an opportunity to present additional information at another time. If there is such a request, the Design and Landmarks Committee will either continue the public meeting to a date certain, or leave the record open for at least seven days for additional written evidence, argument, or testimony.

The City of Milwaukie will make reasonable accommodation for people with disabilities. Please notify us no less than five (5) business days prior to the meeting.

Milwaukie Design and Landmarks Committee:

Sherry Grau, Chair
(Vacant), Vice Chair
Scott Jones
Lauren Loosveldt
(Vacant Position)

Planning Department Staff:

Denny Egner, Planning Director
David Levitan, Senior Planner
Brett Kever, Associate Planner
Vera Koliass, Associate Planner
Mary Heberling, Assistant Planner
Avery Pickard, Administrative Specialist II
Alicia Martin, Administrative Specialist II

**CITY OF MILWAUKIE
DESIGN AND LANDMARKS COMMITTEE
NOTES**

**Milwaukie City Hall
10722 SE Main St
Monday, October 10, 2016
6:30 PM**

COMMITTEE MEMBERS PRESENT

Sherry Grau, Chair
Scott Jones
Lauren Loosveldt

STAFF PRESENT

Brett Kelper, Associate Planner (staff liaison)

MEMBERS ABSENT

None

1.0 Call to Order – Procedural Matters

Chair Sherry Grau called the meeting to order at 6:32 p.m.

2.0 Design and Landmarks Committee Notes

- 2.1 August 16, 2016
- 2.2 September 6, 2016

Chair Grau asked whether there were any corrections or comments on the notes from either the August or September meetings. Hearing none, she called for a vote and both sets of notes were approved unanimously.

3.0 Information Items – None**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

Associate Planner Brett Kelper called for any outstanding corrections or questions about the group's previous edits to Downtown Design Guideline (DDG) page 13 ("Promote Linkages to Horticultural Heritage"), page 14 ("Establish or Strengthen Gateways"), and page 15 ("Consider View Opportunities")—there were none.

The group shifted its attention to the combination of DDG page 16 ("Consider Context"), page 17 ("Promote Architectural Compatibility"), and page 19 ("Use Architectural Contrast Wisely"), as suggested at the September meeting. **Member Lauren Loosveldt** noted that DDG pages 16 and 17 seem very similar, so it should be possible to combine or condense the information to avoid duplication. The group fleshed out some revised language for a unified Guideline. The members modified the Description to remove the references to certain specific elements such as scale and color and to emphasize that design in general should be responsive to its context.

There was discussion about the concept of designers not only considering the existing context for new buildings (i.e., what other structures are already in place nearby) but also taking into account their future context as it could be shaped by future development. For example, to comprehensively “consider context,” a designer need not be limited by an existing adjacent 1-story cinder-block building but could instead imagine other new buildings on adjacent sites that take advantage of the maximum height allowance of the Downtown Mixed Use zone standards. The group noted creativity, quality of design and materials, thoughtful contrast, and an effort to acknowledge and build upon the character and uniqueness of Downtown as elements to emphasize in this revised DDG page combining 16, 17, and 19.

As proposed at an earlier meeting, the members stayed past 8:00 p.m. to work through the desired edits to the combined 16-17-19 page. They noted that only one more page from the Milwaukie Character section remains (DDG page 18, “Preserve Historic Buildings”), and they agreed to tackle it at the next meeting in order to complete the work on this section.

7.0 Other Business/Updates

Mr. Kelper distributed interim code update pages and copies of Sections 19.907 (Downtown Design Review) and 19.508 (Downtown Site and Building Design Standards) for the members’ reference notebooks. The group did not discuss or take action the draft DLC 2016-17 Work Program.

Regarding DLC membership and the two current openings, **Mr. Kelper** noted that the Planning Commission also has two open positions at the moment. Both **Chair Grau** and **Member Scott Jones** have applied for placement on the Planning Commission, so it is possible that the DLC will have more openings soon. The City Manager’s office is coordinating the process of filling the open positions on various committees and the timeline for change is unclear at the moment. **Mr. Kelper** confirmed that there are several interested applicants, though only one so far has experience with architecture, design, or historic preservation. The group suggested that **Mr. Kelper** invite the one applicant (a landscape designer) to informally sit in on the next DLC session, to meet the members and begin getting familiar with the group’s work on the DDG update.

8.0 Design and Landmarks Committee Discussion Items – None

9.0 Forecast for Future Meetings:

November 14, 2016 DDG revisions, (Milwaukie Character, cont.) – Page 18

Chair Grau adjourned the meeting at 8:28 p.m.

Respectfully submitted,

Brett Kelper, Associate Planner

Sherry Grau, Chair

**CITY OF MILWAUKIE
DESIGN AND LANDMARKS COMMITTEE
NOTES
Milwaukie City Hall
10722 SE Main St
Monday, November 14, 2016
6:30 PM**

COMMITTEE MEMBERS PRESENT

Sherry Grau, Chair
Lauren Loosveldt

STAFF PRESENT

Brett Kelper, Associate Planner (staff liaison)

MEMBERS ABSENT

Scott Jones

1.0 Call to Order – Procedural Matters

Chair Sherry Grau called the meeting to order at 6:30 p.m.

2.0 Design and Landmarks Committee Notes

2.1 October 10, 2016

Noting that there was not a quorum to officially approve the October meeting notes, **Chair Grau** asked whether there were any corrections to discuss. There were none, so the notes will be reconsidered for approval at the next meeting.

3.0 Information Items

At its last meeting, the committee had asked staff to encourage anyone interested in the open positions on the committee to sit in on the committee meetings. **Associate Planner Brett Kelper** acknowledged the two visitors present, both candidates for the committee. It was not yet clear when formal interviews or committee appointments would happen, but he promised to continue checking in with the City Manager's office for updates in the coming weeks.

Member Lauren Loosveldt asked the visitors to introduce themselves and share their backgrounds. **Cynthia Schuster** grew up in Milwaukie, moved away, and has returned. She is an architect with more than 30 years of experience, has a varied project background, and is very familiar with the workings of design review boards and planning commissions. **Michael Corrente** is newer to Milwaukie, having moved to the Portland area two years ago from Eugene and Las Vegas before that. His background is in architecture and landscape architecture, with urban design experience in the context of both of those fields, including teaching and research at the university level and consulting work with his own firm.

Member Loosveldt moved to Milwaukie three years ago and works as an architect in downtown Portland, with a strong background in interior design as well. She joined the committee a little less than a year ago and is excited about the potential for and energy around new development opportunities in the community. **Chair Grau** is an Oregonian who spent almost a decade in Arizona before returning in 2010. She moved to Milwaukie in 2012, does affordable housing work with Northwest Housing Alternatives, and has been on the committee for just over three years. She has been impressed and encouraged by the growth and change happening in the city. **Mr. Kelper** is one of four planners for the City who share responsibility for processing permits and land use applications as well as fielding general planning and zoning questions from the public. He served as the staff liaison to the committee for a few years before

Senior Planner Li Alligood took on that role and, although he does not have a background in architecture, design, or historic preservation, he is interested in learning more and has enjoyed returning to work with the group and getting to know the members.

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 Kelter, Associate Planner

Mr. Kelter reopened the ongoing discussion by setting the context for Ms. Schuster and Mr. Corrente, explaining the role of the Downtown Design Guidelines in shaping development downtown and the part the committee plays. He explained the group's current effort to update the Guidelines document to make it more useful for developers and the committee members and other decision-makers alike. The project initially focused on improving the images but has expanded to making the guideline descriptions and recommendations more reflective of the evolving community.

With that introduction, he called for revisions to the group's October edits of the combination of DDG page 16 ("Consider Context"), page 17 ("Promote Architectural Compatibility"), and page 19 ("Use Architectural Contrast Wisely"). **Member Loosveldt** suggested an overall search and replacement of the phrase "high quality" throughout the document, as a term that is too general to be helpful. She also shared a number of proposed revisions that the group then worked through together.

The group proceeded to look at DDG page 18, "Preserve Historic Buildings," with a number of suggested amendments. The discussion touched on the acknowledgments that not all historic buildings have been officially designated as such and that a building's old age does not necessarily make it an aesthetically desirable candidate for preservation. As the hour grew late, the group agreed to return to consideration of DDG page 18 at the next meeting.

7.0 Other Business/Updates

Mr. Kelter suggested that the draft DLC 2016-17 Work Program item be moved to the next meeting's agenda for adoption if there is a quorum. During the discussion of DDG page 18 ("Preserve Historic Buildings"), **Member Loosveldt** had made a pitch for the committee to retain the workplan task of updating the City's inventory of historic properties—**Mr. Kelter** confirmed that the item was in fact still included in the current draft of the workplan under the Comprehensive Plan Update task. The group agreed to revisit adoption of the Work Program at the next meeting.

8.0 Design and Landmarks Committee Discussion Items

Mr. Kelter encouraged Ms. Schuster and Mr. Corrente to feel welcome to sit in on the next committee meeting if they are interested, while the appointment process continues to unfold.

9.0 Forecast for Future Meetings:

- December 12, 2016 DDG revisions – Revisit Page 18 ("Preserve Historic Buildings") and begin the Pedestrian Emphasis element

Chair Grau adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Brett Kolver, Associate Planner

Sherry Grau, Chair



MILWAUKIE

Dogwood City of the West

To: Design and Landmarks Committee
Through: Dennis Egner, Planning Director
From: Brett Kelper, Associate Planner
Date: December 5, 2016, for December 20, 2016, Worksession
Subject: Downtown Design Guidelines Update – Session 10

ACTION REQUESTED

None. This report is preparation for the Committee's ongoing efforts to update the Downtown Design Guidelines (DDG) document.

BACKGROUND INFORMATION

History of Prior Actions and Discussions

- **Winter - Fall 2016:** Ongoing discussion of Milwaukie Character element.
- **August 3, 2015:** The Committee discussed and finalized the proposed 2015-2016 DLC Work Program, including the item concerning a DDG update.

MILWAUKIE CHARACTER ELEMENT

At the November 14 meeting, the group revisited the combined text from DDG pages 16, 17, and 19 (newly named "Consider Architectural Context and Contrast") and further refined the October edits. The committee also reviewed DDG page 18 ("Preserve Historic Buildings") and made several adjustments before the end of the meeting, agreeing to return to this item at the upcoming meeting.

The group can then begin to work through the Pedestrian Emphasis element, starting with the Intent section and moving into the first couple of guidelines as time allows.

(See reverse side for attachment list.)

ATTACHMENTS

1. Proposed revisions to guidelines (*from November 14 meeting*):
 - Revised version = Combo of pages 16, 17, & 19 = “Consider Architectural Context and Contrast”—strikeout & clean versions
 - Revised version = Page 18 = “Preserve Historic Buildings” —strikeout & clean versions
2. Mark-up copies of DDG pages (*for use at December 12 meeting*)
 - Page 21 = “Intent” of Pedestrian Emphasis element
 - Page 22 = “Reinforce and Enhance the Pedestrian System”
 - Page 23 = “Define the Pedestrian Environment”

Note: E-Packet materials will be available online at <http://www.milwaukeeoregon.gov/planning/design-and-landmarks-committee-63>.

Milwaukie Character

Milwaukie Downtown Design Guidelines

Consider Architectural Context and Contrast

Guideline

Buildings should strengthen and enhance the characteristics of their settings. Contrast is essential to creating an interesting urban environment. Used wisely, contrast can provide focus and interest, promote a socially significant use, help define an area, and clarify how the Downtown is organized.

Description

A common Downtown architectural vocabulary can be established by addressing and responding to the fundamental features of existing or future high-quality well designed buildings and outdoor spaces. Proportions of windows, placement of entries, ~~decorative elements,~~ style, materials, and profile are examples of features that may be used to establish a sense of unity in Downtown.

Responsive design can be viewed in terms of ~~being maintaining a compatible with the design vocabulary with of the project and that of its surrounding~~ valued architecture. A design that is compatible, relates to nearby buildings by using architectural elements such as rhythm, proportion, and balance in a similar way similar to its surroundings, and will while contributing to and enhanceing the area's character. A design that ignores its ~~neighbors context~~ may negatively impact the special qualities and identity of Downtown.

A building should seek to fit within its contextual surroundings while also developing upon the character and uniqueness of Downtown in a creative and visually pleasing way. ~~The use of contrast should not create a building which is in conflict with its surroundings.~~

Thoughtful building contrast provides a unique interest to an area and ~~establishes a~~ builds upon the cultural fabric within Downtown. However, contrast should be thoughtfully applied to avoid visual chaos.

Recommended

- Building elements responding to adjacent ~~significant~~ existing or future high-quality well designed buildings.
- Buildings that repeat and strengthen established rhythm, proportion, and balance.
- Building contrast created by acknowledging unique site characteristics.
- Selective, highlighted elements that create interest in Downtown.

Not Recommended

- Literal interpretations of existing buildings. Poorly executed recreations of ~~historic~~ architectural elements, typologies, and materials often result in a stage-set appearance, and as a result weaken the importance of ~~original existing~~ buildings.
- Building projects that do not thoughtfully consider the character and uniqueness of Downtown when applying contrast as a design concept.

Milwaukie Character

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Responsive design can be viewed in terms of maintaining a compatible design vocabulary with surrounding valued architecture. A design that is compatible relates to nearby buildings by using architectural elements such as rhythm, proportion, and balance in a similar way, while contributing to and enhancing the area's character. A design that ignores its context may negatively impact the special qualities and identity of Downtown.

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Not Recommended

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- Building projects that do not thoughtfully consider the character and uniqueness of Downtown when applying contrast as a design concept.

Milwaukie Character

Milwaukie Downtown Design Guidelines

Preserve Historic Buildings

Guideline

Historic building renovations, restorations, or additions to historic structures should respect the original character and structure of the building when it contributes to the fabric of Downtown.

Description

Not all “historic” buildings are officially ranked or designated. Some are landmarks valued by the community for their aesthetics or for their contributions to Downtown’s heritage. Such buildings and landmarks, whether or not officially designated as historic, make up an important part of the Downtown fabric and should be preserved where possible.

Preservation of existing buildings may not always be a financially viable option, especially where buildings are not considered to be “landmarks.” There may be specific building elements that are higher priorities for preservation. In other cases, preservation of a particular building may not be visually desirable. Compromised rehabilitation solutions may be necessary to maintain the health and economic viability of Downtown Milwaukie.

Recommended

- Buildings should retain significant original characteristics of scale, massing, and building material along street facades.
- Additions to buildings should not deform or adversely affect the composition of the facade or be out of scale with the building.
- Distinctive stylistic features or examples of skilled craftsmanship should be treated with sensitivity. All buildings should be respected and recognized as products of their time.

Not Recommended

- Incompatible additions or building alterations using contemporary materials, forms, or colors on building facades.

Note: In the case of buildings listed on the local historic inventory, before being renovated or demolished they must go through a separate review process with the Milwaukie Design and Landmarks Commission.



Recommended: Contemporary additions on rooftops can be compatible with the historic building if the historic facades are left intact (NW 8th and Everett, Portland)



Recommended: Addition of second story building is set back from the historic facade (Boulder, CO)



Not Recommended: Addition does not relate well in form, massing or materials (SW 2nd and Ankeny, Portland)



Not Recommended: Facade of historic building is marred by addition of a brightly colored contemporary tile cladding (SW Salmon and 11th, Portland)

Milwaukie Character

Milwaukie Downtown Design Guidelines

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Pedestrian Emphasis

Milwaukie Downtown Design Guidelines

Intent

The intent of the pedestrian emphasis guidelines is to provide an environment where the pedestrian is the priority. Simply stated, Downtown must maintain a clear and comfortable separation between pedestrian and vehicle areas.

Where unavoidable intersections occur, pedestrian comfort, safety, and interest must not be compromised. The pedestrian should be safe and comfortable in all seasons and hours of the day, in all parts of Downtown.



Pedestrian Emphasis

Milwaukie Downtown Design Guidelines

Reinforce and Enhance the Pedestrian System

Guideline

Barriers to pedestrian movement and visual and other nuisances should be avoided or eliminated, so that the pedestrian is the priority in all development projects.

Description

Develop pedestrian routes that are attractive and convenient. Sidewalks should be continuous. Interruptions such as vehicle curb cuts or change of grade are strongly discouraged. Walkways should be direct and free of barriers such as utility poles or other obstructions.

Separating and protecting pedestrians from other nuisances such as noise and odors is also important. Mitigation of these nuisances by screening or enclosing loading docks, mechanical equipment, garbage dumpsters, and other unsightly items is encouraged. These components should be located away from where pedestrians may congregate and instead kept to service areas or alleys whenever possible.

Recommended

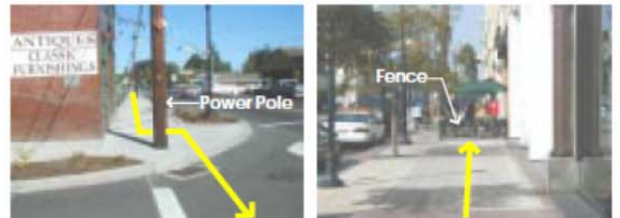
- Mid-block landscaped pedestrian walkways.
- Parking lot walkways.
- Trash dumpster enclosures.
- Utility/substation enclosures.

Not Recommended

- Indirect or circuitous pedestrian routes.
- Permanent pedestrian route obstructions.



Recommended: Direct pedestrian routes free of obstructions



Not Recommended: Indirect pedestrian routes with obstructions



Recommended: Pedestrian routes screened from nuisances



Not Recommended: Visible trash storage areas

Pedestrian Emphasis

Milwaukie Downtown Design Guidelines

Define the Pedestrian Environment

Guideline

Provide human scale to the pedestrian environment, with variety and visual richness that enhance the public realm.

Description

The most important part of a building is its lowest 15'-ft, where the pedestrian experiences the building the most. Within this zone, building facades should contribute positively to the street environment by creating an enclosed and comfortable street edge. Along public areas, building transparency should foster interaction between the public and private realm.

Recommended

- Windows - transparent or displays at street level.
- Walls that create visual interest by providing a variety of forms, colors, and compatible cladding materials.
- Walls that have a comfortable rhythm of bays, columns, pilasters, or other articulation.

Not Recommended

- Nondescript, flat, blank walls at street level.

Code Requirement:

This guideline supplements the Downtown Zoning Ordinance's Downtown and Development and Design Standards which address ground floor windows and openings.

- ~~See Figures 19.312-5 and 19.313-2~~
- ~~Ground floor Retail/Restaurants Section 19.312.4(B)(7)~~
- ~~Ground floor Windows/Doors Section 19.312.4(B)(8)~~
- ~~Design Standards for Walls Section 19.312.6(C)(2)~~
- ~~Design Standards for Windows Section 19.312.6(C)(3)~~
- Flexible Ground-Floor Space (Subsection 19.304.5.C)
- Street Setbacks/Build-To Lines (Subsection 19.304.5.D)
- Frontage Occupancy (Subsection 19.304.5.E)
- Primary Entrances (Subsection 19.304.5.F)
- Open Space (Subsection 19.304.5.H)
- Weather Protection (Subsection 19.508.4.C)
- Windows and Doors (Subsection 19.508.4.E)
- Open Space/Plazas (Subsection 19.508.4.G)



Recommended: Transparency of facade fosters interaction between the public and private realm (NE Broadway and 15th, Portland)



Recommended: Comfortable street edge is created by providing interesting elements along the base of the building (Santa Cruz, CA)



Not Recommended: "Dead edge" created by providing no window openings or building articulation along the lower 15' of the building (N Denver and Schofield, Portland)

Milwaukie Design and Landmarks Committee

2016-17 WORK PROGRAM

(Minor Adjustments to Draft Reviewed by City Council on August 16, 2016)

Accomplishments of 2015-16

Between August 2015 and July 2016, the DLC met 7 times. The committee saw a fleeting return to full membership, with all 5 seats being filled in April 2016. Between April and July 2016, the members included Sherry Grau (Chair), James Fossen (Vice Chair), Scott Jones, Chip Addabbo, and Lauren Loosveldt. In July 2016, time constraints led Member Chip Addabbo to step down from the Committee, so there is currently one opening to be filled.

During the past year, there were no development projects that triggered a need for design review by the Committee. For most of 2016, the Committee has focused on an update to the Downtown Design Guidelines.

Work Program for 2016-17

The following is a summary of the projected DLC activities for 2016-17:

Review as Needed

1. Downtown Design Review. For development proposals in Downtown zones, conduct public design review meetings to advise the Planning Commission on implementation of the Downtown Design Guidelines.
2. Post-Decision Limited Design Review. Conduct design review meetings on development proposals when the Planning Commission has made design review a condition of approval or to assist with other City projects.
3. Historic Resources Review. Review Historic Landmark alteration or demolition requests and advise the Planning Commission on applications when City approval is required by the Milwaukie Municipal Code (MMC).

Provide Design-related Guidance

1. Update Downtown Design Guidelines. Work with Planning Department staff to update the Downtown Design Guidelines document, with the aim of making it more user-friendly. Incorporate new images that more clearly illustrate the recommended approach to downtown building design, and consider revisions to the existing text that more clearly communicate the vision established in the guidelines themselves.
2. South Downtown Plaza Design. Get involved with the upcoming effort to develop a design for the South Downtown Plaza, being mindful of the possibility of the need for official DLC participation in the associated land use process for Downtown Design Review.

3. General Design Guidance. As requested and appropriate, provide guidance to City staff in all areas of design in downtown, including proposals for the public right-of-way.

Participate in Long-Range Planning Projects

- Comprehensive Plan and Code Revision Projects. Participate in and advise Planning staff and Planning Commission on proposals relating to community design. Anticipated projects in the Planning Department work program for the coming year include:
 - Comprehensive Plan Update – The Planning Department has begun the first significant update since the Comp Plan was adopted in 1989. A community visioning process is among the first components, and the DLC is being encouraged to participate. As work progresses with the Comp Plan update, it may include a re-evaluation of the Historic Resources Inventory, as well as an update to the streetscape elements of the Public Area Requirements.
 - Code Housekeeping Project – Planning staff is proposing minor adjustments to the Historic Preservation Overlay Zone (MMC Section 19.403). This is part of a set of housekeeping amendments.
- Development of Opportunity Sites. The City is moving forward in 2016-17 to actualize development on its various “opportunity sites,” including Block 14 on Main Street between Harrison Street and Jackson Street, as well as the Cash Spot site at Washington Street and McLoughlin Boulevard. There may be opportunities for the Committee to participate in some aspect of these efforts, where the members’ expertise and experience with architecture and design could benefit the process.

Receive Ongoing Training

- Continue to develop the group’s understanding of the particular design elements that make Milwaukie unique.
- Deepen the group’s knowledge of the land use review process.
- Stay up to date on State statutes regarding land use law and ethics for public officials.
- Take advantage of other relevant training opportunities.