



# CITY OF MILWAUKIE

## AGENDA

May 22, 2018

### PLANNING COMMISSION

City Hall Council Chambers  
10722 SS Main Street  
[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov)

- 1.0 Call to Order - Procedural Matters** — 6:30 PM
- 2.0 Planning Commission Minutes** – Motion Needed
- 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 Hearings** – Public hearings will follow the procedure listed on reverse
  - 5.1 Summary: 23<sup>rd</sup> Ave ADU  
Applicant/Owner: McCulloch Construction / Dennis Osterlund  
Address: 10565 SE 23<sup>rd</sup> Ave  
Files: VR-2018-002, ADU-2018-001  
Staff: Mary Heberling, Assistant Planner
- 6.0 Worksession Items**
  - 6.1 Summary: Comprehensive Plan Block 1 Draft Goals and Policies Review  
Staff: David Levitant, Senior Planner
- 7.0 Planning Department Other Business/Updates**
  - 7.1 Keil Gardens Subdivision Extension *tentative*
- 8.0 Planning Commission Committee Updates and Discussion Items** – This is an opportunity for comment or discussion for items not on the agenda.
- 9.0 Forecast for Future Meetings:**
  - June 12, 2018            1. Joint Session with City Council: Technological Change in the City
  - June 26, 2018           1. Worksession: Comprehensive Plan Update – Block 1 Policy Review

## Milwaukie Planning Commission Statement

The Planning Commission serves as an advisory body to, and a resource for, the City Council in land use matters. In this capacity, the mission of the Planning Commission is to articulate the Community's values and commitment to socially and environmentally responsible uses of its resources as reflected in the Comprehensive Plan

- 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](mailto:planning@milwaukieoregon.gov). Thank You.
- 2. PLANNING COMMISSION MINUTES.** Approved PC Minutes can be found on the City website at [www.milwaukieoregon.gov](http://www.milwaukieoregon.gov).
- 3. CITY COUNCIL MINUTES** City Council Minutes can be found on the City website at [www.milwaukieoregon.gov/meetings](http://www.milwaukieoregon.gov/meetings).
- 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.
- 5. TIME LIMIT POLICY.** The Commission intends to end each meeting by 10:00pm. The Planning Commission will pause discussion of agenda items at 9:45pm to discuss whether to continue the agenda item to a future date or finish the agenda item.

### Public Hearing 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 Commissioners.

- 1. STAFF REPORT.** Each hearing 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 recommended decision with reasons for that recommendation.
- 2. CORRESPONDENCE.** Staff will report any verbal or written correspondence that has been received since the Commission 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 COMMISSIONERS.** The commission 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 commission will take rebuttal testimony from the applicant.
- 9. CLOSING OF PUBLIC HEARING.** The Chairperson will close the public portion of the hearing. The Commission will then enter into deliberation. From this point in the hearing the Commission will not receive any additional testimony from the audience, but may ask questions of anyone who has testified.
- 10. COMMISSION DISCUSSION AND ACTION.** It is the Commission's intention to make a decision this evening on each issue on the agenda. Planning Commission decisions may be appealed to the City Council. If you wish to appeal a decision, please contact the Planning Department for information on the procedures and fees involved.
- 11. MEETING CONTINUANCE.** Prior to the close of the first public hearing, any person may request an opportunity to present additional information at another time. If there is such a request, the Planning Commission will either continue the public hearing to a date certain, or leave the record open for at least seven days for additional written evidence, argument, or testimony. The Planning Commission may ask the applicant to consider granting an extension of the 120-day time period for making a decision if a delay in making a decision could impact the ability of the City to take final action on the application, including resolution of all local appeals.

*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 Planning Commission:**

Kim Travis, Chair  
John Henry Burns, Vice Chair  
Adam Argo  
Joseph Edge  
Sherry Grau  
Greg Hemer  
Scott Jones

#### **Planning Department Staff:**

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



# CITY OF MILWAUKIE

**To:** Planning Commission  
**Through:** Dennis Egner, Planning Director  
**From:** Mary Heberling, Assistant Planner  
**Date:** May 14, 2018, for May 22, 2018, Public Hearing  
**Subject:** **File:** VR-2018-002, ADU-2018-001  
**Applicant:** McCulloch Construction  
**Owner(s):** Dennis Osterlund  
**Address:** 10565 SE 23<sup>rd</sup> Ave.  
**Legal Description (Map & Tax Lot):** 11E25CC01001  
**NDA:** Historic Milwaukie

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## **ACTION REQUESTED**

Approve applications VR-2018-002, ADU-2018-001 and adopt the recommended Findings and Conditions of Approval found in Attachments 1 and 2. This action would allow for construction of a new 3-door garage and Accessory Dwelling Unit (ADU) at 10565 SE 23<sup>rd</sup> Ave.

## **BACKGROUND INFORMATION**

The property is located at 10565 SE 23<sup>rd</sup> Ave., northwest of the Harrison St intersection with SE 23<sup>rd</sup> Ave (see Figure 1). The applicant proposes to build a new 2-story, 3-door garage with an Accessory Dwelling Unit (ADU) on the second floor. The variances are requested due to the proposed footprint size of the structure which is 1,100 sq ft and the front yard setback at 20 ft. The maximum building footprint allowed for an ADU is 800 sq ft and an ADU within the front yard of a site must be 40 ft from the front property line.



Figure 1 Property and Existing Development

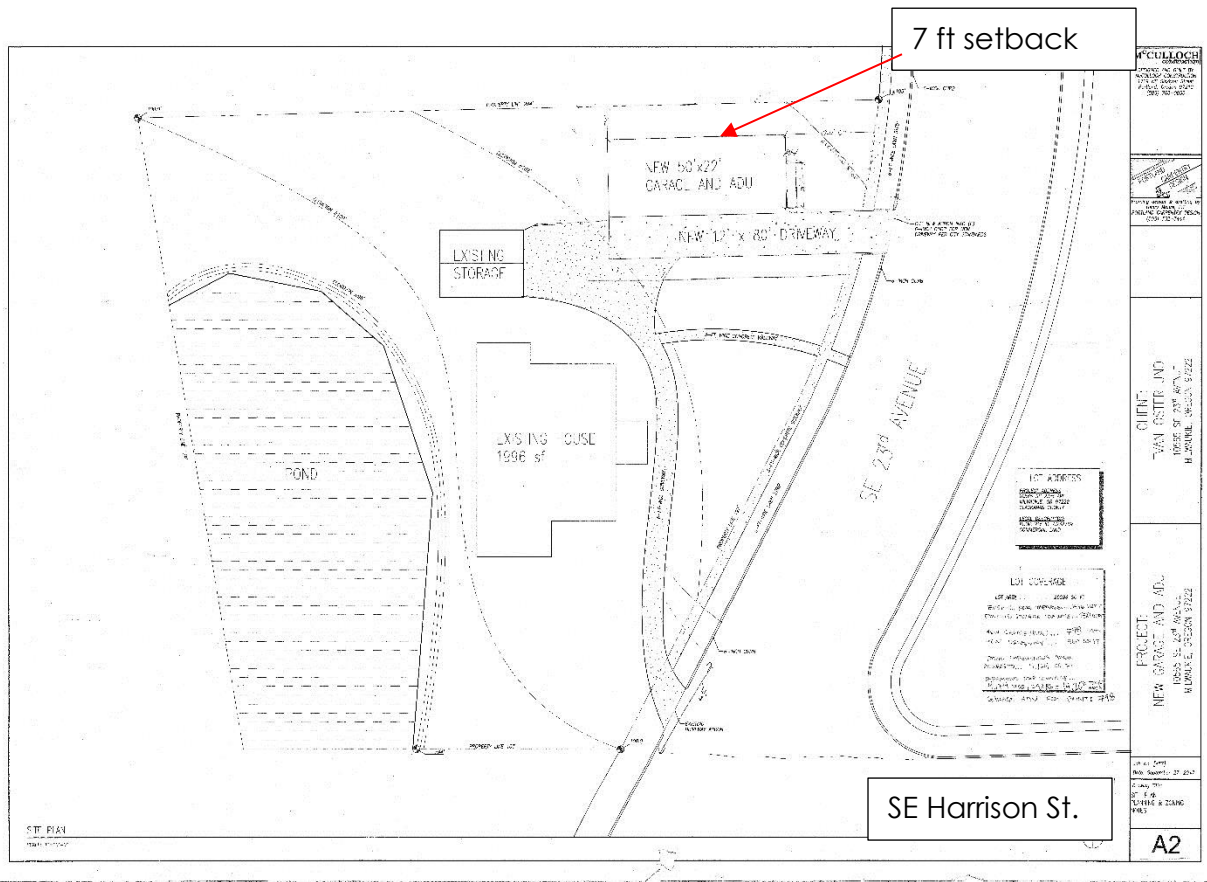


Figure 2 Proposal



Figure 3 Proposal – Elevations

Front porch proposal



Figure 4 Street View of Existing House

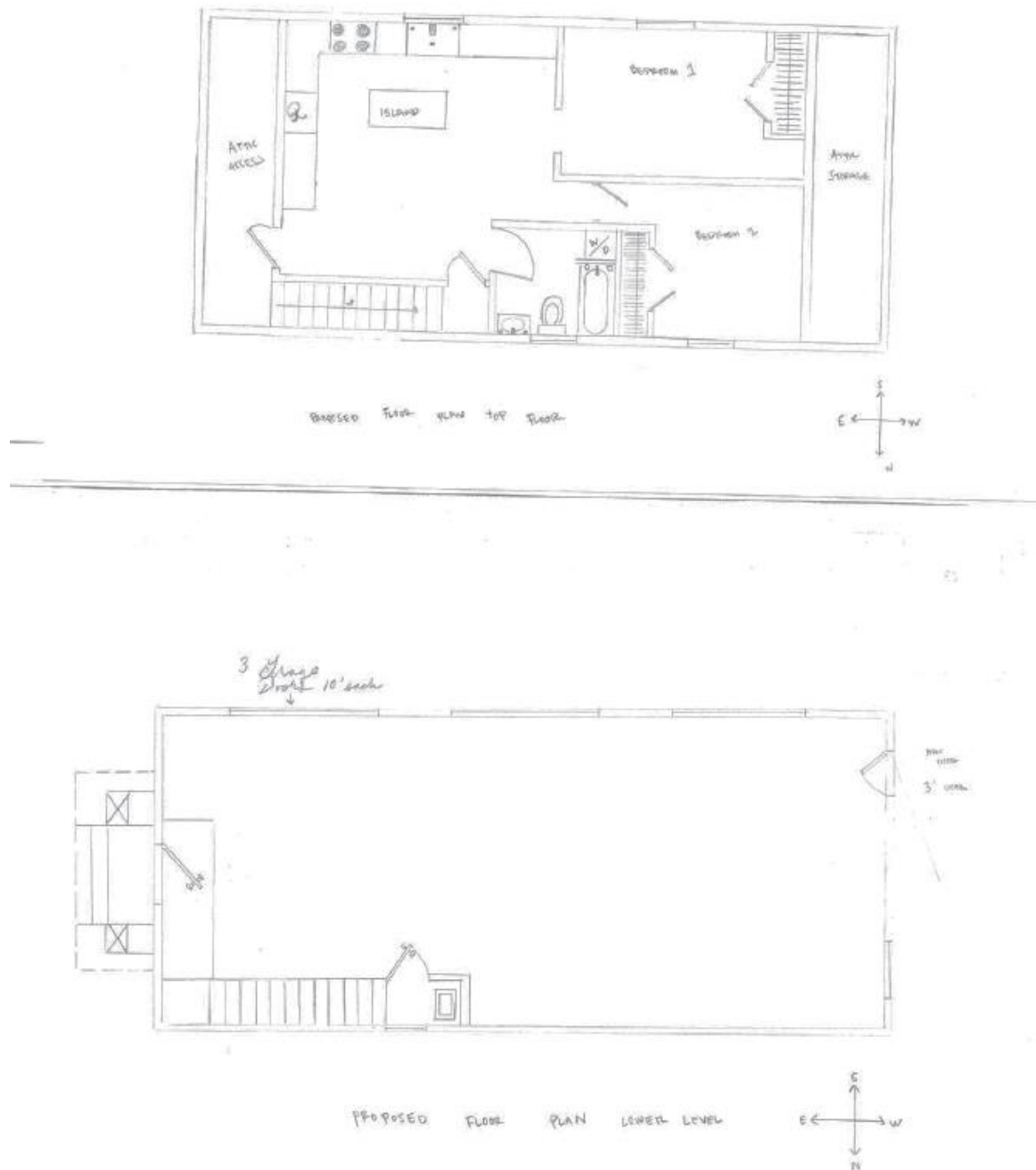


Figure 5 Proposal - ADU Details

### A. Site and Vicinity

The site is located at 10565 SE 23<sup>rd</sup> Ave. The site contains a single-family residence and a storage structure on a 29,286 sq ft lot. The lot is vegetated in both the front and back yard with grass, bushes, and trees. The back yard of the property includes a portion of the pond east of the Ledding Library. The site is accessed by a single driveway approach in the southeastern part of the lot. The driveway extends up to the front of the home and

continues to the storage structure. The existing house is on the list of “contributing” historic resources in the Comprehensive Plan.

The surrounding area consists of residential properties, school facilities, and commercial uses. Another single-family residence is directly to the north while a multi-family residential property is directly east across the street. To the north and northeast are more residential uses including a mix of multi-family and single-family homes. Scott Park and the Milwaukie Ledding Library are directly to the west of the property and the building known as the “Pond House” is directly south. The Waldorf school is southeast of the property across Harrison St.

**B. Zoning Designation**

R-1-B – Residential-Business Office Zone

**C. Comprehensive Plan Designation**

Mixed Use/High Density (C/HD)

**D. Land Use History**

July 19, 1978: M-78-28, approved, was a minor land partition that created the lot directly to the North. The northern property is 10505 SE 23<sup>rd</sup> Ave (Tax lot: 11E25CC01100).

**E. Proposal**

The applicant is seeking land use approvals for VR-2018-002, ADU-2018-001. The proposal includes the following:

1. Applicant’s Narrative and Supporting Documentation
2. Applicant’s Additional Information Submitted
  - a. Revised floor plans for the ADU
  - b. Roof height information
  - c. Revised site plan and elevation drawings

The project requires approval of the following applications:

1. Variance - VR-2018-002
2. Accessory Dwelling Unit – ADU-2018-001

**KEY ISSUES**

**Summary**

Staff has identified the following key issues for the Planning Commission's deliberation. Aspects of the proposal not listed below are addressed in the Findings (see Attachment 1) and generally require less analysis and discretion by the Commission.

- A. Scale of Structure
- B. Impacts to the Northern Property

## Analysis

### A. Scale of Structure

One of the variance requests for this application is to build the structure with a footprint of 1,100 sq ft versus the 800 sq ft maximum for ADUs. The applicant has provided arguments as to why this variance should be allowed. The key points are summarized below:

1. Structure fits the property size

The current property is 0.67 acres (29,286 sq ft) and has room to fit a larger structure than the 800 sq ft footprint maximum requirement. The proposed structure would be at least 40 ft away from the existing 2-story home. The existing home has a footprint of 1,996 sq ft and a floor area of 4,267 sq ft. In the R-1-B zone the minimum lot size is 5,000 sq ft. The current lot is larger than five times the minimum lot size and can handle a structure that has the bulk and size of a second single-family house. The applicant states the proposed structure, *“more graciously fits the site than a smaller property.”*

2. The property could accommodate more housing

The current zone and size of the property could potentially accommodate more housing units. Multi-family dwellings are permitted and multiple units would be required to meet the City’s minimum density requirements. This type of use would be permitted outright as long as it met the development and design standards. The applicant states that their proposal for a garage/ADU structure limits impacts to the northern property and surrounding neighborhood as it is only creating 1 more dwelling unit versus multiple units to meet the City’s minimum density requirements. It also better respects the historic nature of the site as the existing home is on the *“contributing”* historic properties list.

3. Design of the structure adds elements for orientation to street

The proposed design of the garage/ADU structure is intended to not only match the existing historic home on the property, but has added a porch to the ADU entrance that faces the street. The porch adds an aesthetic element that matches the design of the current home and also meets some of the design standards for single family homes. Due to the larger scale of the structure, adding an entrance to the ADU with a porch reflects elements that one might see on a single-family dwelling as required by the City’s design standards. The porch creates articulation and *“eyes on the street.”* The garage/ADU structure is similar in scale to a single-family dwelling and the porch element helps to limit any negative impacts to the surrounding community by creating an aesthetically pleasing main entrance facing the street.

Staff finds that the applicant’s analysis is appropriate, but is concerned that a building at the proposed scale should meet more of the single-family dwelling design



standards. The porch does add some of those standards, but staff has recommended conditions for the applicant to create a walkway from the driveway to the main entrance or from the street to the main entrance.

## **B. Impacts to the Northern Property**

A second key issue is the impact to the property directly north of the property. The applicant has provided some analysis as to why impacts to the northern property will be limited:

### **1. The proposed 20 ft front yard setback**

The 20 ft setback will place the garage/ADU structure in a more favorable location in relation to the property directly north. The required 40 ft setback would place the proposed structure right next to the existing house on the northern property. The applicant felt a 20 ft setback would limit impacts to the northern property as it would stager it farther southeast of the existing home to the north. It avoids the need to take out existing shrubbery and trees and keep the natural elements of the property.

The property owners to the north also submitted a comment that they would support a 15 ft front yard setback and proposed the building size.

### **2. Privacy Screening**

Per the requirements in the City code for ADUs, the applicant will provide evergreen shrubs along the property line next to the wall of the ADU and 10 lineal feet beyond the corner of the wall. The shrubs will be at least 6 ft high and opaque to provide privacy.

Staff finds that the applicant's analysis is appropriate and supports the 20 ft front yard setback variance. The applicant has also proposed a 7 ft side yard setback to meet the side yard height plane standards, which limits possible negative impacts to the northern property.

The height of the proposed structure is 32 ft at the roof peak, but meets the height standards for a pitched roof. While it meets the height standards after it's measured, the scale and upper floor may have negative impacts on the northern property regarding privacy. Staff has conditioned that all windows on the northern wall shall be placed in the upper third of the distance between the floor and ceiling to better address the privacy standard that is listed for ADUs in MMC 19.910.1.E.4.d.(2).

## **CONCLUSIONS**

### **A. Staff recommendation to the Planning Commission is as follows:**

1. Approve the Variance for 10565 SE 23<sup>rd</sup> Ave. This will result in the construction of a new 3-door garage and ADU.
2. Adopt the attached Findings, Conditions of Approval, and Other Requirements.

**B. Staff recommends the following key conditions of approval** (see Attachment 2 for the full list of Conditions of Approval):

- Provide a landscape plan showing the vegetated privacy screening that is to be placed along the portion of the property line next to the wall of the accessory dwelling unit, plus an additional 10 lineal ft beyond the corner of the wall
- All windows on the northern wall shall be placed in the upper third of the distance between the floor and ceiling.
- Provide a walkway from the driveway of the proposed driveway to the main entrance of the ADU or a walkway from the street to the main entrance of the ADU.

**CODE AUTHORITY AND DECISION-MAKING PROCESS**

The proposal is subject to the following provisions of the Milwaukie Municipal Code (MMC).

- MMC Section 19.302 Medium and High Density Residential Zones
- MMC Section 19.402 Natural Resources
- MMC Chapter 19.600 Off-Street Parking and Loading
- MMC Chapter 19.700 Public Facility Improvements
- MMC Subsection 19.910.1 Accessory Dwelling Units
- MMC Section 19.911 Variance
- MMC Section 19.1006 Type III Review
- MMC Title 12 Streets, Sidewalks, and Public Places

This application is subject to Type III review, which requires the Planning Commission to consider whether the applicant has demonstrated compliance with the code sections shown above. In Type III reviews, the Commission assesses the application against review criteria and development standards and evaluates testimony and evidence received at the public hearing.

The Commission has 4 decision-making options as follows:

- A. Approve the application subject to the recommended Findings and Conditions of Approval.
- B. Approve the application with modified Findings and Conditions of Approval. Such modifications need to be read into the record.
- C. Deny the application upon finding that it does not meet approval criteria.
- D. Continue the hearing.

The final decision on these applications, which includes any appeals to the City Council, must be made by July 6, 2018, in accordance with the Oregon Revised Statutes and the Milwaukie Zoning Ordinance. The applicant can waive the time period in which the application must be decided.

## COMMENTS

Notice of the proposed changes was given to the following agencies and persons: City of Milwaukie Engineering Department, Historic Milwaukie Neighborhood District Association (NDA), Clackamas Fire District, Clackamas County, Metro, and Trimet. The following is a summary of the comments received by the City.

### **Alex Roller, Engineering Technician II, City of Milwaukie Engineering Department:**

**Staff Response:** Comments were captured in Attachment 1 for Recommended Findings of Approval and Conditions of Approval in Attachment 2.

A public notice was mailed to all residents and property owners within 300 ft of the site. The comments received are summarized below:

- **Richard Samuels Revocable Trust (10505 SE 23<sup>rd</sup> Ave.):** Richard Samuels Trust is the neighbor directly north of the property. They noted that they support the proposed building and a front-yard setback of 15 ft to better place the building next to their southern property line. They also appreciate how the proposed design will enhance the historic character of the buildings presently on the property.

## ATTACHMENTS

Attachments are provided as indicated by the checked boxes. All material is available for viewing upon request.

|  | Early PC Mailing                    | PC Packet                           | Public Copies                       | E-Packet                            |
|--|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| 1. Recommended Findings in Support of Approval                                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Recommended Conditions of Approval  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Applicant's Narrative and Supporting Documentation dated February 14, 2018. |                                     |                                     |                                     |                                     |
| a. Narrative   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| b. Revised floor plans for the ADU received 3/6/18                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| c. Roof height information received 3/16/18                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| d. Revised site plan and elevation drawings received 5/2/18 and 5/7/18         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Comments  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

Key:

Early PC Mailing = paper materials provided to Planning Commission at the time of public notice 20 days prior to the hearing.

PC Packet = paper materials provided to Planning Commission 7 days prior to the hearing.

Public Copies = paper copies of the packet available for review at City facilities and at the Planning Commission meeting.

Packet = packet materials available online at <https://www.milwaukieoregon.gov/bc-pc/planning-commission-7>.

**Recommended Findings of Approval**  
**File #VR-2018-002; ADU-2018-001, 10565 SE 23<sup>rd</sup> Ave ADU/Variance**

Sections of the Milwaukie Municipal Code not addressed in these findings are found to be inapplicable to the decision on this application.

1. The applicant, McCulloch Construction for Dennis Osterlund, has applied for relief from the minimum front yard setback for accessory structures and from the maximum size of a structure with an accessory dwelling unit (ADU) to construct a 1,100 sq ft three-door, two-story garage with a 747 sq ft accessory dwelling unit on the second floor. It is proposed to be 30 ft from the front property line at 10565 SE 23rd Ave. This site is in the R-1-B Zone. The land use application file numbers are VR-2018-002 and ADU-2018-001.
2. The proposal requires variances to the required 40 ft front yard setback for an ADU in the R-1-B zone and the maximum footprint of 800 sf for a structure with an ADU.
3. The proposal is subject to the following provisions of the Milwaukie Municipal Code (MMC):
  - MMC Section 19.302 Medium and High Density Residential Zones
  - MMC Section 19.402 Natural Resources
  - MMC Chapter 19.600 Off-Street Parking and Loading
  - MMC Chapter 19.700 Public Facility Improvements
  - MMC Section 19.910.1 Accessory Dwelling Units
  - MMC Section 19.911 Variances
  - MMC Section 19.1006 Type III Review
  - MMC Title 12 Streets, Sidewalks, and Public Places
4. The application has been processed and public notice provided in accordance with MMC Section 19.1006 Type III Review. Per MMC 19.1001.6, the two applications are being reviewed concurrently according to the highest numbered review type required. A public hearing was held on April 24, 2018, as required by law.
5. MMC 19.302 Medium and High Density Residential Zones
  - a. MMC 19.302 establishes the development standards that are applicable to this site. Table 1 summarizes the existing and proposed conditions on the subject property with respect to the standards relevant to this proposal.

*The existing house is on the “contributing” properties historic resources property list. It is centered in the lot and is located a little more than 40 ft from 23rd Ave. There is an existing detached storage structure to the northwest of the existing home and is over 80 ft from the front property line.*

*The applicant has proposed a 1,100 sq ft three-door, two-story garage with a 747 sq ft ADU on the 2nd floor located 20 ft from the front property line and 7 ft from the north property line.*

Table 1: Compliance with relevant R-1-B standards.

| R-1-B Zone                    | Standards   | Existing  | Proposed   |
|-------------------------------|---|---|--|
| <b>Lot Coverage</b>           | 40% max.  | Approx. 8.1%  | Approx. 11.9%  |
| <b>Front Yard Setback</b>     | 15 ft   | 40+ ft (house)<br>80+ ft (existing storage structure) | No change<br>(See ADU yard requirements in Section 12) |
| <b>Side Yard Height Plane</b> | a. Height above ground at minimum required side yard depth<br>b. Slope of plane | a. 20 ft<br>b. 45 degrees                             | Side yard height plane is met                          |

*The Planning Commission finds that the proposal complies with the applicable standards of the R-1-B zone.*

6. MMC 19.402 Natural Resources

MCC 19.402.3.B establishes the applicability of the 19.402 Natural Resources chapter for a development. For properties that do not contain, but are within 100 ft or, a WQR and/or HCA, a construction management plan is required per MMC 19.402.9.

*The property does contain both a WQR and HCA, however, the applicant has proposed the garage/ADU structure outside a WQR and HCA. It will be within 100 ft of a WQR and HCA and the applicant will be required to provide a construction management plan per the standards in MMC 19.402.9.*

*As conditioned, the Planning Commission finds that the proposal complies with the applicable standards in MMC 19.402.*

7. MMC 19.600 Off-Street Parking and Loading

MMC 19.605.1 lists the minimum and maximum required off-street parking spaces. For a property containing an ADU and primary dwelling, 2 off-street parking spaces are required.

*The applicant proposes to have at least 2, and no more than 3, parking spaces of the size 9 ft by 18 ft within the garage portion of the structure. The surface will be durable and dust-free.*

*The Planning Commission finds that the off-street parking requirements are met.*

8. MMC 19.700 Public Facility Improvements

The Planning Commission finds that the following complies with applicable criteria of MMC 19.700.

- a. MMC Chapter 19.700 applies to partitions, subdivisions, new construction, and modification or expansion of an existing structure or a change or intensification in use that result in a new dwelling unit, projected increase in vehicle trips, or any increase in gross floor area on the site. This development application is for construction of an additional dwelling unit on the development property. This triggers all requirements of MMC Chapter 19.700.

*MMC 19.700 applies to the proposed development.*

- b. MMC Section 19.703 Approval Criteria
  - (1) 19.703.1 Preapplication Conference

Requirement for a preapplication conference was satisfied on November 9th, 2017.

(2) 19.703.3 Approval Criteria

Applicant will provide transportation improvements and mitigation in rough proportion to the potential impacts of the development.

*As conditioned, the Planning Commission finds that the proposed development is consistent with MMC 19.703.3.*

- c. MMC Section 19.704 requires submission of a transportation impact study documenting the development impacts on the surrounding transportation system.

*All trips for this proposed development affect SE 23rd Avenue, a local street, and SE Harrison Street, an arterial street. The new trips generated from the development are not significant enough to require mitigation. Impacts of new trips on SE 23rd Avenue will be addressed under MMC 19.708 below.*

*The Engineering Director determined that a transportation impact study was not required as the existence of impacts on the transportation system was evident.*

*MMC 19.704 does not apply to the proposed development.*

- d. MMC Section 19.705 requires that transportation impacts of the proposed development be mitigated.

*The proposed development does not trigger mitigation of impacts beyond the required frontage improvements.*

*The Planning Commission finds that the proposed development is consistent with MMC 19.705.*

- e. MMC Section 19.708.1 requires all development shall comply with access management, clear vision, street design, connectivity, and intersection design and spacing standards.

(1) 19.708.1.A – Access Management

Access requirements shall comply with access management standards contained in Chapter 12.16.

(2) 19.708.1.B – Clear Vision

Clear vision requirements shall comply with clear vision requirements contained in Chapter 12.24.

(3) 19.708.1.D – Development in Non-Downtown Zones

The Milwaukie Transportation System Plan and Transportation Design Manual classify the fronting portions of SE 23rd Ave a local street. According to Table 19.708.2 Street Design Standards, the required right-of-way width for a local street is between 20 ft and 68 ft depending on the required street improvements. The required right-of-way needed for the required street improvements is 50 ft. The applicant is not required for any dedication on the SE 23rd Ave frontage.

The proposed development is consistent with MMC 19.708.1.D.

*As conditioned, the Planning Commission finds that these criteria are met.*

- f. MMC Section 19.708.2 establishes standards for street design and improvement.

Frontage improvements have already been constructed. Applicant will be responsible for modifying any portion of sidewalk, include sidewalk located in a driveway approach, to bring it up to ADA compliance.

Sidewalk improvement requirements will be addressed under MMC 19.708.3.

*The Planning Commission finds that the proposed development is consistent with MMC 19.708.2*

- g. MMC Section 19.708.3 requires sidewalks to be provided on the public street frontage of all development.

*The construction of sidewalks along the proposed development property abutting all public rights-of-way is included in the street frontage requirements. 19.708.3.A.2 requires that public sidewalks shall conform to ADA standards. Applicant plans currently show the sidewalk as 3-ft wide, which is not ADA compliant. A site visit measured the sidewalk at 4-ft wide, which is ADA compliant. Applicant will be responsible for replacing any sidewalk panels that are above the required 2% cross slope. Non-compliant sidewalk will be identified at the time of building permit.*

*As conditioned, the Planning Commission finds that the proposed development will conform to MMC 19.708.3.*

- h. MMC Section 19.708.4 establishes standards for bicycle facilities.

*The portion of SE 23<sup>rd</sup> Ave fronting the proposed development is not classified as a bike route in the Milwaukie Transportation System Plan (TSP). Applicant is not responsible for bike lane construction.*

*The Planning Commission finds the proposed development is consistent with MMC 19.708.4.*

- i. MMC Section 19.708.5 establishes standards for pedestrian and bicycle paths.

*The proposed development property is surrounded by single family residences. The proposed development does not present an opportunity to provide a pedestrian or bicycle path within the development and is not required to provide one.*

*MMC 19.708.5 does not apply to the proposed development.*

- j. MMC Section 19.708.6 establishes standards for transit facilities.

*Transit facility improvements are not required for the proposed development.*

*MMC 19.708.6 does not apply to the proposed development.*

- 9. MMC Chapter 12.08 – Street & Sidewalk Excavations, Construction, and Repair

*This will apply to all construction that is completed in the right-of-way. All construction will follow MMC 12.08.020.*

*As conditioned, the Planning Commission finds that this criterion is met.*

- 10. MMC Chapter 12.16 – Access Management

The Planning Commission finds that the following complies with applicable criteria of MMC Chapter 12.16.

- a. MMC Chapter 12.16.040 establishes standards for access (driveway) requirements.

12.16.040A: requires that all properties be provided street access with the use of an accessway.

*The proposed development is consistent with MMC 12.16.040A.*

b. 12.16.040.C: Accessway Locations

2: Limiting driveway access from arterials and collectors.

*Development is not proposing a new accessway onto an arterial or collector.*

*Proposed development is consistent with MMC 12.16.040.C.2*

3: Distance from property line is a minimum of 7.5-ft.

4: Distance from Intersection

MMC 12.16.040.C.4.A requires driveways be located a minimum 45-ft from intersections. Preapplication conference notes addressed the requirement for relocation of the driveway approach that is located nearest to SE Harrison Street. Future City construction project will modify the 23<sup>rd</sup>/Harrison intersection design, increasing the current driveway's distance from the new curb, bringing the current driveway into conformance. Applicant is not responsible for relocating the southern driveway.

*The proposed development is consistent with 12.16.040.C.*

c. 12.16.040D: Number of Accessway Locations

1: Safe access

*Applicant is proposing an additional driveway. Additional driveways may be constructed if they follow MMC 12.16.040.D.3 below.*

2: Shared Access

*Development is not required to share an access with adjacent properties on a local street.*

3: Single-family residential

*Second driveway that is proposed does conform to the 50-foot spacing requirement for one additional driveway for a single-family lot.*

*The proposed development will be consistent with MMC 12.16.040.D.4*

d. 12.16.040E & 12.16.040F: Accessway Design - ADA standards & Width

*As conditioned, the proposed second driveway will conform to 12.16.040.E & 12.16.040.F.*

11. MMC Chapter 12.24 – Clear Vision at Intersections

A new driveway that is constructed will conform to clear vision requirements MMC 12.24.

*As conditioned, the Planning Commission finds that this criterion is met.*

12. MMC 19.910.1 Accessory Dwelling Units

a. MMC 19.910.1 establishes the design and development standards that are applicable to ADUs. Table 2 summarizes the existing and proposed conditions on the subject property with respect to the standards relevant to this proposal.

*The applicant has proposed a 1,100 sq ft garage/ADU located 20 ft from the front property line.*



Table 2. Compliance with relevant ADU standards

| ADU  | Type I  | Type II                     | Proposed                      |
|--|---|-----------------------------|-------------------------------|
| <b>Maximum Structure Footprint</b>         | 600 sq ft   | 800 sq ft                   | 1,100 sq ft <sup>1</sup>      |
| <b>Maximum Structure Height</b>            | 15 ft, limited to 1 story   | 25 ft, limited to 2 stories | 24.6 ft, 2 stories            |
| <b>ADU Front Yard Setback</b>              | 10 ft behind front yard (10' behind front façade of the primary dwelling) unless located at least 40' from the front lot line |                             | 20 ft <sup>2</sup>            |
| <b>Required Side and Rear Yard Setback</b> | Base zone requirement   | 5 ft                        | 7 ft (side)<br>130+ ft (rear) |

b. Design Standards

- (1) A detached accessory structure shall include at least 2 of the design details listed below. An architectural feature may be used to comply with more than 1 standard.
  - (a) Covered porch at least 5 ft deep, as measured horizontally from the face of the main building façade to the edge of the deck, and at least 5 ft wide.
  - (b) Recessed entry area at least 2 ft deep, as measured horizontally from the face of the main building façade, and at least 5 ft wide.
  - (c) Roof eaves with a minimum projection of 12 in from the intersection of the roof and the exterior walls.
  - (d) Horizontal lap siding between 3 to 7 in wide (the visible portion once installed). The siding material may be wood, fiber-cement, or vinyl.
  - (e) Window trim around all windows at least 3 in wide and 5/8 in deep.
- (2) An applicant may request a variance to the design standards in Subsection 19.901.1.E.4.c(1) through a Type II review, pursuant to Subsection 19.911.3.B.
- (3) An accessory dwelling unit structure with a floor-to-ceiling height of 9 ft or more is required to have a roof pitch of at least 4/12.
- (4) A yurt may be used as a detached accessory dwelling unit and is exempt from the design standards of Subsection 19.901.1.E.4.c.(1). To be used as a detached accessory dwelling unit, a yurt must be approved as a dwelling by the Building Official, and must meet all other applicable development standards.

c. Privacy Standards

- (1) Privacy standards are required for detached accessory dwelling units processed through a Type I review. A detached accessory dwelling unit permitted through a Type II review may be required to include privacy elements to meet the Type II review approval criteria.

Privacy standards are required on or along wall(s) of a detached accessory dwelling unit, or portions thereof, that meet all of the following conditions.

- (a) The wall is within 20 ft of a side or rear lot line.

<sup>1</sup> The applicant has requested a variance to the maximum structure footprint standards for an ADU structure.

<sup>2</sup> The applicant has requested a variance to the minimum front yard setback for an ADU in the R-1-B zone.

*The proposal is 8 ft.*

- (b) The wall is at an angle of 45 degrees or less to the lot line.

*The proposal meets this standard.*

- (c) The wall faces an adjacent residential property.

*The proposal meets this standard.*

- (2) A detached accessory dwelling unit meets the privacy standard if either of the following standards is met.

- (a) All windows on a wall shall be placed in the upper third of the distance between a floor and ceiling.

*A condition has been imposed that the windows on the northern wall shall be placed in the upper third of the distance between the floor and ceiling.*

- (b) Visual screening is in place along the portion of a property line next to the wall of the accessory dwelling unit, plus an additional 10 lineal ft beyond the corner of the wall. The screening shall be opaque; shall be at least 6 ft high; and may consist of a fence, wall, or evergreen shrubs. Newly planted shrubs shall be no less than 5 ft above grade at time of planting, and they shall reach 6 ft high within 1 year. Existing features on the site can be used to comply with this standard.

*The applicant has stated they will comply with the visual screening standard. A condition has been provided to submit a landscape plan.*

*Upon approval of the variance requests, the Planning Commission finds that the proposal complies with the applicable standards for a detached ADU in the R-1-B zone.*

- d. MMC 19.910.1.D establishes the criteria for approving a Type II accessory dwelling unit.

An application for an accessory dwelling unit reviewed through a Type II review shall be approved if the following criteria are met.

- (1) The standards in Subsection 19.910.1.D.1 are met.

- (a) An accessory dwelling unit is an allowed use in the base zones, and any applicable overlay zones or special areas, where the accessory dwelling unit would be located.

ADUs are permitted in the R-1-B zone.

*The Planning Commission finds that this criterion is met.*

- (b) The primary use of property for the proposed accessory dwelling unit is a single-family detached dwelling.

*The primary use of the subject property is a single-family dwelling.*

*The Planning Commission finds that this criterion is met.*

- (c) One accessory dwelling unit per lot is allowed.

*This is the only ADU proposed on the subject property.*

*The Planning Commission finds that this criterion is met.*

- (d) The development standards of Subsection 19.910.1.E are met.

Table 2 identifies all of the design and development standards in Subsection 19.910.E and how the proposed ADU complies with them. Structures are allowed to exceed any of the maximums associated with a Type II review with approval of a variance per Section 19.911. A variance application has been submitted.

The Planning Commission finds that, as conditioned, this criterion is met.

- (2) The accessory dwelling unit is not incompatible with the existing development on the site, and on adjacent lots, in terms of architectural style, materials, and colors.

*The proposed ADU is designed in a manner that mirrors to the features of the main house. The design is not incompatible with homes on adjacent lots.*

*The Planning Commission finds that this criterion is met.*

- (3) The massing of the accessory dwelling unit and its placement on the site maximizes privacy for, and minimizes impacts to, adjacent properties.

*The garage/ADU structure has been proposed to be placed to avoid taking out existing shrubbery and a tree, as well as to avoid placing it right next to the neighboring house to the north. Due to this placement, the applicant cannot meet the 40 ft setback standard and is requesting a variance for a 30 ft setback to better fit the site and nearby residential property.*

*The Planning Commission finds that this criterion is met.*

- (4) There will be an appropriate level of screening for nearby yards and dwellings, provided by the design of the accessory dwelling unit and existing and proposed vegetation and other screening.

*The lot is currently landscaped and vegetated. However, the northern lot line next to the northern residential property does not have vegetated screening. As seen in Table 2, the proposed structure needs to provide privacy screening due to the side yard setback and it being adjacent to a residential property. The applicant has proposed privacy screening with evergreen shrubs. The screening will be opaque and at least 6 ft high within 1 year.*

*As conditioned, the Planning Commission finds that this criterion is met.*

### 13. MMC Chapter 19.911 Variances

- a. MMC 19.911.3 establishes the review process for variance applications.

The applicant has requested a variance to the required front yard setback for an ADU located 20 ft from the front property line rather than the required 40 ft. The applicant has also requested a variance to allow a 1,100 sq ft ADU rather than the maximum footprint of 800 sq ft. These two requested variances are subject to a Type III Variance Review.

*The Planning Commission finds that the application is subject to Type III Variance review for the proposed construction of an ADU with a footprint of 1,100 sq ft located 30 ft from the front property line.*

- b. MMC 19.911.4.B establishes criteria for approving Type III Variance applications.

An application for a Type III Variance shall be approved when all of the criteria in either 19.911.4.B.1 or 2 have been met. An applicant may choose which set of criteria to meet based upon the nature of the variance request, the nature of the development proposal, and the existing site conditions.

The applicant has chosen to address the criteria of 19.911.4.B.1 Discretionary Relief Criteria.

- (1) The applicant's alternatives analysis provides, at a minimum, an analysis of the impacts and benefits of the variance proposal as compared to the baseline code requirements.

The proposal for an additional 300 sq ft over the maximum 800 sq ft footprint of the structure and 20 ft front yard setback was analyzed against the baseline code requirements for the R-1-B zone and ADU standards. The analysis found the proposal offered better benefits than the baseline standards because:

- (a) Saves existing vegetation/trees:

The 20 ft setback is being proposed to avoid removal of a tree and shrubbery on the site. The 40 ft setback would require the applicant to take out a large, mature tree and shrubbery, including a large rhododendron. They felt this was not a good option for the property.

- (b) Limits impacts on the existing home on the northern property and surrounding neighborhood

- (i) The 20 ft setback will place the garage/ADU structure at a more favorable position in relation to the house on the property directly north. The required 40 ft setback would place the proposed structure right next to the existing house on the northern property. The applicant felt a 20 ft setback would limit impacts to the northern property as it would stagger it farther southeast of the existing home to the north.

- (ii) The zone and size of the property could potentially accommodate multi-family housing units to meet the City's minimum density requirements. That use would be permitted outright as long as development and design standards were satisfied. The applicant's proposal for a garage/ADU structure limits impacts to the northern property and surrounding neighborhood as it is only creating 1 more dwelling unit versus multiple units.

- (c) Structure fits the property size

The current property is 0.67 acres and has room to fit a larger structure than the baseline requirement for an 800 sq ft footprint. The proposed structure would not overwhelm the existing 4,267 sq ft, 2-story home on the property.

- (d) Design of the structure adds elements for orientation to street

The proposed design of the garage/ADU structure is intended to not only match the existing historic home on the property, but has added a porch to the ADU entrance that faces the street. The porch adds an aesthetic that matches the design of the current home and also meets some of the design standards for single family homes. Due to the larger scale of the structure, adding an entrance to the ADU with a porch enhances elements that one might see on a single-family dwelling and the City's design standards. In particular, the porch creates articulation and "eyes on the street." The larger scaled structure could potentially compare to a single-family dwelling and the porch element limits any negative impacts to the

surrounding community by creating an aesthetically pleasing main entrance facing the street.

*The applicant has provided an analysis of the proposed garage/ADU structure and how it will better limit negative impacts rather than the baseline code standards.*

*The Planning Commission finds that this criterion is met.*

- (2) The proposed variance is determined by the Planning Commission to be both reasonable and appropriate, and it meets one or more of the following criteria:

- (a) The proposed variance avoids or minimizes impacts to surrounding properties.

As noted in 9.b.(1), the proposed garage/ADU design avoids or minimizes impacts to the surrounding properties by the 20 ft front yard setback to avoid it being directly next to the existing home on the northern property. They are also minimized by adding some standards from the single-family dwelling design standards by adding a porch to the main entrance of the ADU. This limits impacts the surrounding neighbors that will see the entrance as it adds aesthetic appeal to the design of the structure facing the street.

To better the proposed porch for the ADU entrance, the application is being conditioned to provide a walkway from the driveway of the proposed garage or from the street to the main entrance door.

The applicant has also proposed a privacy screen to limit impact on the northern property with evergreen shrubs that will be at least 6 ft high and opaque, which is one option for a detached ADU. The other privacy standard that says, “all windows on a wall shall be placed in the upper third of the distance between a floor and ceiling” will also be conditioned to the applicant. This will additionally minimize any privacy impacts to the northern property.

*As conditioned, the Planning Commission finds that this criterion is met.*

- (b) The proposed variance has desirable public benefits.

“Public benefits” are typically understood to refer to benefits to be enjoyed by members of the general public as a result of a particular project, or preservation of a public resource. The aesthetic improvements of the ADU entrance with a porch could be characterized as providing a desirable public benefit.

*The Planning Commission finds that this criterion is met.*

- (c) The proposed variance responds to the existing built or natural environment in a creative and sensitive manner.

This criterion encourages flexibility in site planning and development when the existing built or natural environment provide challenges to standard development or site planning.

The proposed design of the garage/ADU structure is in keeping with the architecture of both the existing home and natural environment of the site by proposing to move the structure forward to avoid cutting down trees.

*The Planning Commission finds that this criterion is met.*

- (3) Impacts from the proposed variance will be mitigated to the extent practicable.

As noted in 9.b.(1) and 9.b.(2), the applicant is proposing to minimize any impacts from the proposed variance to the extent practicable. In addition, conditions will ensure mitigation occur.

As conditioned, the Planning Commission finds that this criterion is met.

*As conditioned, the Planning Commission finds that these criteria are met.*

14. As per MMC 19.906.2.C, the proposed development is exempt from the requirement to submit a development review application and the other requirements of MMC 19.906 Development Review. However, the proposal must still comply with all applicable development standards and will be reviewed during the building permit review process.
15. As per MMC 19.1001.7.E, this variance request shall expire and become void unless the proposed development completes the following steps:
  - a. Obtain and pay for all necessary development permits and start construction within 2 years of land use approval (by April 24, 2020).
  - b. Pass final inspection and/or obtain a certificate of occupancy within 4 years of land use approval (by April 24, 2022).
16. The application was referred to the following departments and agencies on March 13, 2018: Milwaukie Building Division; Milwaukie Engineering Department; Clackamas Fire District #1; and the Historic Milwaukie Neighborhood District Association. Notice of the application was also sent to surrounding property owners within 300 ft of the site on April 4, 2018, and a sign was posted on the property on April 9, 2018. The following is a summary of the comments received by the City.
  - **Alex Roller, City of Milwaukie Engineering Technician II**, Comments were captured in Attachment 1 for Recommended Findings of Approval and Conditions of Approval in Attachment 2.

## ATTACHMENT 2

### **Recommended Conditions of Approval File #VR-2018-002; ADU-2018-001, 10565 SE 23<sup>rd</sup> Ave**

1. At the time of submission of any building permit application, the following shall be resolved:
  - a. Final plans submitted for building permit review shall be in substantial conformance with plans approved by this action, which are the plans stamped “received” by the City on May 22, 2020.
  - b. Provide a construction management plan per the standards in MMC 19.402.9.
  - c. Provide a landscape plan showing the vegetated privacy screening that is to be placed along the portion of the property line next to the wall of the accessory dwelling unit, plus an additional 10 lineal ft beyond the corner of the wall.
  - d. All windows on the northern wall shall be placed in the upper third of the distance between the floor and ceiling.
  - e. Provide a narrative describing any changes made after the issuance of this land use decision that are not related to these conditions of approval.
2. Prior to final inspection of any building permit, the following shall be resolved:
  - a. Newly planted shrubs for privacy screening shall be no less than 5 ft above grade at time of planting, and they shall reach 6 ft high within 1 year. The screening shall be in place along the portion of the property line next to the wall of the accessory dwelling unit, plus an additional 10 lineal ft beyond the corner of the wall.
  - b. Provide a walkway from the driveway of the proposed driveway to the main entrance of the ADU or a walkway from the street to the main entrance of the ADU.

#### **Additional Requirements**

The following items are not conditions of approval necessary to meet applicable land use review criteria. They relate to other development standards and permitting requirements contained in the Milwaukie Municipal Code and Public Works Standards that are required at various point in the development and permitting process.

1. Development activity on the site shall be limited to 7 a.m. to 10 p.m. Monday through Friday and 8 a.m. to 5 p.m. Saturday and Sunday, per MMC Subsection 8.08.070(l).
2. Per MMC 19.910.F, either the primary or accessory dwelling unit shall be occupied by the owner of the property. At the time an accessory dwelling unit is established, the owner shall record a deed restriction on the property with the Clackamas County Recording Division that 1 of the dwellings on the lot shall be occupied by the property owner. A copy of the recorded deed restriction shall be provided to the Milwaukie Planning Department.
3. Prior to certificate of occupancy the following shall be resolved:
  - a. Construct new driveway approach to meet all guidelines of the Americans with Disabilities Act (ADA) and Milwaukie’s Public Works Standards. The driveway approach apron shall be between 9 feet and 20 feet in width and least 7.5 feet from the side property line.
  - b. Reconstruct any portion of sidewalk that is not ADA compliant, including sidewalk that is crossing driveway approaches.
  - c. Connect all roof drains to private drywell or other approved structure.

- d. Clear vision areas shall be maintained at all driveways and accessways and on the corners of all property adjacent to an intersection. Remove all signs, structures, or vegetation in excess of three feet in height located, except approved street trees, in “vision clearance areas” at intersections of streets, driveways, and alleys fronting the proposed development.
- e. Provide an erosion control plan and obtain an erosion control permit.
- f. Obtain a right-of-way permit for construction of all required public improvements listed in these recommended Conditions of Approval.





PLANNING DEPARTMENT  
6101 SE Johnson Creek Blvd  
Milwaukie OR 97206

PHONE: 503-786-7630  
FAX: 503-774-8236  
E-MAIL: [planning@milwaukieoregon.gov](mailto:planning@milwaukieoregon.gov)

# Application for Land Use Action

Master File #: VR-2018-002/ADU-2018-001

Review type\*:  I  II  III  IV  V

### CHOOSE APPLICATION TYPE(S):

... Residential Dwelling

... Accessory Dwelling Unit

... Variance

...

...

**Use separate application forms for:**

- Annexation and/or Boundary Change
- Compensation for Reduction in Property Value (Measure 37)
- Daily Display Sign
- Appeal

### RESPONSIBLE PARTIES:

**APPLICANT** (owner or other eligible applicant—see reverse): Dennis Osterlund

Mailing address: 3048 SE Crystal Springs, Portland OR Zip:

Phone(s): 5037090035 E-mail: [mccullochconstruction@gmail.com](mailto:mccullochconstruction@gmail.com)

**APPLICANT'S REPRESENTATIVE** (if different than above): McCulloch Contruction Corporation

Mailing address: 1729 NE Siskiyou, Portland OR Zip: 972121

Phone(s): E-mail:

### SITE INFORMATION:

Address: 10565 SE 23rd, Milwaukie Map & Tax Lot(s): 00009797 11E25CG01001

Comprehensive Plan Designation: ... Zoning: R-1-B  Size of property: 0.67 Acres

### PROPOSAL (describe briefly):

2 Story ADU / Garage

### SIGNATURE:

**ATTEST:** I am the property owner or I am eligible to initiate this application per Milwaukie Municipal Code (MMC) Subsection 19.1001.6.A. If required, I have attached written authorization to submit this application. To the best of my knowledge, the information provided within this application package is complete and accurate.

Submitted by: Jon McCulloch Date: 2/13/2018

**IMPORTANT INFORMATION ON REVERSE SIDE**

**RESET**

\*For multiple applications, this is based on the highest required review type. See MMC Subsection 19.1001.6.B.1.

**WHO IS ELIGIBLE TO SUBMIT A LAND USE APPLICATION** (excerpted from MMC Subsection 19.1001.6.A):

Type I, II, III, and IV applications may be initiated by the property owner or contract purchaser of the subject property, any person authorized in writing to represent the property owner or contract purchaser, and any agency that has statutory rights of eminent domain for projects they have the authority to construct.

Type V applications may be initiated by any individual.

**PREAPPLICATION CONFERENCE:**

A preapplication conference may be required or desirable prior to submitting this application. Please discuss with Planning staff.

**REVIEW TYPES:**

This application will be processed per the assigned review type, as described in the following sections of the Milwaukee Municipal Code:

- Type I: Section 19.1004
- Type II: Section 19.1005
- Type III: Section 19.1006
- Type IV: Section 19.1007
- Type V: Section 19.1008

RECEIVED

FEB 14 2018

**THIS SECTION FOR OFFICE USE ONLY:**

CITY OF MILWAUKIE

| FILE TYPE                          | FILE NUMBER | FEE AMOUNT*             | PERCENT DISCOUNT | DISCOUNT TYPE | DEPOSIT AMOUNT | PLANNING DEPARTMENT DATE STAMP                                      |
|------------------------------------|-------------|-------------------------|------------------|---------------|----------------|---|
| Master file                        | VR-2018-002 | \$ 2,000                |                  |               | \$             | RECEIVED<br>FEB 14 2018<br>CITY OF MILWAUKIE<br>PLANNING DEPARTMENT |
| Concurrent application files       | ADU-2018-   | \$ <del>1,000</del> 750 | 25%              |               | \$             |   |
|                                    |             | \$                      |                  |               | \$             |   |
|                                    |             | \$                      |                  |               | \$             |   |
|                                    |             | \$                      |                  |               | \$             |   |
| SUBTOTALS                          |             | \$                      |                  |               | \$             |   |
| TOTAL AMOUNT RECEIVED: \$ 2,750.00 |             | RECEIPT #:              |                  | RCD BY:       |                |   |

Associated application file #s (appeals, modifications, previous approvals, etc.):

Neighborhood District Association(s):

Notes:

\*After discount (if any)

1/22/2018

Dear Planning Department of Milwaukie,

We propose to build a detached ADU on the property of 10565 SE 23<sup>rd</sup> ave, Milwaukie OR 97222. This ADU will be a single family dwelling above a garage. We propose to honor the architectural integrity of the historic house located on the property by following the style of the existing structure.

1.) Base Zone Standards

We propose to build an ADU on the property that is 40' by 22' (798 square feet) and roof height of 32 feet at its peak.

As we were informed in the conference meeting, the lot is zoned as an R-1-B, and so the minimum lot size for this zone is 5,000 sq. ft. The lot size of this property is 29,286 sq. ft. thus, more than sufficient to accommodate an ADU in addition to the existing structures.

The lot width and depth requirements are 50 sq. ft. width and 80 sq. ft. depth, to which this property fully exceeds.

The side and rear setbacks for a proposed ADU of this size are 5 feet, to which we will follow.

The setback from the street is a 40 foot setback requirement, to which we are requesting a variance to allow a 30 foot setback in order to accommodate the placement of the proposed ADU. We are requesting this variance to avoid disrupting existing native trees and shrubbery that beautify not only the property, but the neighborhood as well. It will also minimize the impact on the Northern neighbor as the ADU will be situated away from their house.

Landscape development standards in an R-1-B require that 15% of the total area of the lot be left or planted in trees, grass, and shrubs. And no more than 20% be covered in mulch or bark dust. We have no plans to use bark or mulch. The total impervious footprint, including the existing structure and the proposed ADU and driveway is 4, 506 sq. feet, only 15.38% of the total lot. This more than satisfies this standard. The green space is suitable for outdoor recreation by residents, and will not have extreme topography or dense vegetation that precludes access. One of the reasons this property is so stunning, and adds to the aesthetic beauty of the neighborhood is because of the existing natural greenery, to which we will respect, and shall keep onsite.

More than 40 percent of the front yard of the ADU will remain in vegetation, with allowed exception of needing a paved turn around and driveway so vehicles can enter an arterial street safely in a forward motion.

The side yard will be greater than 5 feet.

2.) Overlay Zone Standards- Off street parking

We propose to have at least two, and no more than three, parking spaces of the size 9 ft. wide x 18 ft. deep within the garage portion of the ADU. There will be no parking areas within the 15 foot front line, required front yard or within the required street facing side yard of either the current house, or the proposed ADU. We propose to install a paved driveway, made of durable and dust-free impervious material, and shall be maintained for all-weather use leading up to the ADU. This will be paved with asphalt to promote storm water runoff efficiently.

The proposed addition to the driveway on the property will align with the approved driveway approach and will not be wider than the approved driveway approach, within the 5 foot right of way. We will follow the line of the original paved drive, starting 2 ft. behind the front property line, as per the corresponding relevant standard.

We also propose to move and repair the original skirt and paved entrance to the driveway, per City of Milwaukie Planning Department request, to the 45 foot distance from the street corner as discussed in the conference meeting.

### 3.) Land Use Applications

The proposed ADU will be compatible with the existing development, stylistically echoing the original design of the historic structure currently onsite. The proposed street side porch follows precisely the architectural design of the larger house. Thus, corresponding aesthetically, but also creating a welcoming view to the street. This proposed design element will not only enhance the neighborhood but blend in beautifully with the original design elements.

The proposed ADU will be front facing the center of the property, thus providing privacy to the North neighbor. Egress windows are proposed facing the neighbor to the North for safety code, but are on the 2<sup>nd</sup> floor and minimal.

There will be an appropriate level of privacy screening for the nearby yard, provided by the design of the accessory dwelling unit, existing and proposed vegetation and bushes. The property line next to the wall of the accessory dwelling unit, and 10 lineal feet beyond the corner of the wall, will be planted with evergreen shrubs for privacy. The proposed screening will be opaque and at least 6 feet high. Newly planted shrubs will be no less than 5 ft. above grade at time of planting, and they shall reach 6 ft. high within 1 year.

The proposed ADU will be detached and built separately from all existing structures.

As written in table 19.910.1.E.4.b the standard for a Type 11 ADU review is a maximum size of 800 sq. ft. to which we are just under the requirement at 798 sq. ft.. Our roof height is 32 feet to which we are requesting a height variance.

We propose to meet or exceed all relevant design standards including:

- 1.) Roof eaves with a minimum projection of 12 in from the intersection of the roof and the exterior walls.
- 2.) Window trims around all windows at least 3 in wide and 5/8 in deep.

The primary structure will be occupied by the owner of the property. At the time an accessory dwelling unit is established, the owner will record a deed restriction on the property with the Clackamas County Recording Division that one of the dwellings on the lot will be occupied by the property owner. A copy of the recorded deed restriction shall be provided to the Milwaukie Planning Department.

REQUESTED VARIANCES:

We are requesting two variances on our proposed ADU.

1.) HEIGHT: The proposed ADU size is 32 feet high at the roof peak. We are requesting a variance to accommodate the height of the ADU. Because this lot is so large, 29, 286 sq. ft. it will accommodate a larger ADU more graciously than a smaller property.

2.) SETBACK: We are requesting a variance on the street side setback. We are requesting the street side setback be 30 feet as opposed to the 40 foot setback normally required.

We are requesting this variance so we can place the ADU, without having to take out current shrubs and trees. We are hoping to maintain the beautiful greenery that is currently on the property. Another reason we are requesting this variance is to avoid placing the proposed ADU too close to the neighboring Northern House. Our goal is to lower and minimize our impact on their property.

If needed, we are willing to make changes to meet all needed requirements and expedite the process.

Thank you for reviewing our application, and for your guidance through the process. We greatly appreciate your time and knowledge. Please let us know if there is anything else you need, or have any questions.

Sincerely,

Lucy Amberson

With

McCulloch Construction

503-709-0035

McCullochconstruction@gmail.com



# MCCULLOCH

CONSTRUCTION

---

March 6<sup>th</sup>, 2018

Dear City of Milwaukie Planning Department,

I have revised the floor plans of the proposed ADU to accommodate the entryway square footage. I have removed the closet that was part of the entry way. The closet measured 3 ft. by 3 ft. for a total of 9 sq. ft. I also brought that entire East wall of the upper portion in 2 feet. Thus, 2 ft. by 21 feet is a total of 42 sq. ft. So the entire proposed ADU is now 51 sq. ft. smaller than it was originally proposed.

Please let me know if you need anything else, and thank you so much for your time,

Lucy Amberson

John McCulloch

McCulloch Construction  
503-709-0035  
mccullochconstruction@gmail.com

RECEIVED  
MAR 06 2018  
CITY OF MILWAUKIE  
PLANNING DEPARTMENT

# CONSTRUCTION GENERAL NOTES

## GENERAL FRAMING NOTES

REFER TO AMERICAN WOOD COUNCIL'S "WOOD FRAME CONSTRUCTION MANUAL FOR ONE- AND TWO-FAMILY DWELLINGS-2015 EDITION" (AWC WFCM-2015) FOR STANDARD FRAMING DETAILS NOT SHOWN IN THESE DRAWINGS (PAGES 126-145), AND NAILING SCHEDULE (PAGE 149).

THE STEEL TIES SPECIFIED IN THESE DRAWINGS ARE IN ADDITION TO REQUIRED NAILING PER SCHEDULE, AND NOT A SUBSTITUTE.

AWC WFCM-2015 IS AVAILABLE ONLINE AT:  
<http://www.awc.org/codes-standards/publications/wfcm-2015>

## GENERAL REQUIREMENTS

**BUILDING CODES AND REFERENCED STANDARDS:** THE OREGON RESIDENTIAL SPECIALTY CODE-2014 EDITION AND ITS REFERENCED CODES AND STANDARDS, AS ADOPTED AND MODIFIED BY THE CITY OF PORTLAND, GOVERN THE DESIGN AND CONSTRUCTION OF THIS PROJECT.

**CONTRACTOR RESPONSIBILITIES:** THE CONTRACTOR IS RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION AND ALL JOB RELATED SAFETY STANDARDS SUCH AS OSHA. THE CONTRACTOR IS RESPONSIBLE FOR THE STRENGTH AND STABILITY OF THE STRUCTURE DURING CONSTRUCTION AND SHALL PROVIDE TEMPORARY SHORING, BRACING AND OTHER ELEMENTS REQUIRED TO MAINTAIN STABILITY UNTIL THE STRUCTURE IS COMPLETED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO BE FAMILIAR WITH THE WORK REQUIRED IN THE CONSTRUCTION DOCUMENTS AND THE REQUIREMENTS FOR EXECUTING IT PROPERLY.

**DISCREPANCIES:** IN CASE OF DISCREPANCIES BETWEEN THESE GENERAL NOTES, THE CONTRACT DRAWINGS AND SPECIFICATIONS, AND/OR REFERENCED STANDARDS, THE DESIGNER SHALL DETERMINE WHICH SHALL GOVERN. DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNER BEFORE PROCEEDING WITH THE WORK.

**SITE VERIFICATION:** THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO FABRICATION AND/OR CONSTRUCTION. CONFLICTS BETWEEN THE DRAWINGS AND ACTUAL SITE CONDITIONS SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNER BEFORE PROCEEDING WITH THE WORK. ALL UNDERGROUND UTILITIES SHALL BE DETERMINED BY THE CONTRACTOR PRIOR TO EXCAVATION OR DRILLING.

## DESIGN LOADS

**CONSTRUCTION LOADS:** LOADS ON THE STRUCTURE DURING CONSTRUCTION SHALL NOT EXCEED THE DESIGN LOADS OR THE CAPACITY OF THE PARTIALLY COMPLETED CONSTRUCTION.

**WIND DESIGN:**  
 PER ASCE 7-10, CHAPTER 28 PART 2 AND CHAPTER 30  
 BASIC WIND SPEED,  $V=120$  MPH  
 RISK CATEGORY 2  
 WIND IMPORTANCE FACTOR  $I_w=1.0$   
 EXPOSURE CATEGORY B  
 ADJUSTMENT FACTOR  $K_1=1.0$   
 TOPOGRAPHIC FACTOR  $K_{zt}=1.0$

**SEISMIC DESIGN:**  
 PER ASCE 7-10, CHAPTERS 11 & 12  
 RISK CATEGORY II  
 SEISMIC IMPORTANCE FACTOR  $I_s=1.0$   
 SITE CLASS D  
 SEISMIC DESIGN CATEGORY D  
 RESPONSE MODIFICATION COEFFICIENT  $R=6.5$   
 $S_{DS}=0.707$   $C_s=0.109$   
 $V=C_sW=0.109W$

**SNOW LOAD:**  
 PER CITY OF PORTLAND  
 $S=25$  psf

**LIVE LOADS:**  
 ROOF LIVE LOAD  $L=20$  psf  
 FLOOR LIVE LOAD  $L=40$  psf

**DEAD LOADS:**  
 ROOF DEAD LOAD  $D=16$  psf  
 FLOOR DEAD LOAD  $D=16$  psf  
 WALL DEAD LOAD  $D_w=10$  psf

**DEFLECTION LIMITS:**  
 TOTAL LOAD DEFLECTION LIMIT:  $L/360$   
 APPLIED LOAD DEFLECTION LIMIT:  $L/480$

## SOILS AND FOUNDATIONS

**REFERENCE STANDARDS:** CONFORM TO ORSC CHAPTER 4 (FOUNDATIONS).

**SOIL DESIGN VALUES:**  
 ALLOWABLE BEARING PRESSURE  $q=1500$  psf  
 PASSIVE LATERAL PRESSURE  $=200$  psf/ft  
 ACTIVE LATERAL PRESSURE  $=35$  psf/ft  
 COEFFICIENT OF SLIDING FRICTION  $=0.3$

**SLABS-ON-GRADE AND FOUNDATIONS:** ALL FOUNDATIONS SHALL BEAR ON STRUCTURAL COMPACTED FILL OR COMPETENT NATIVE SOIL. ALL SLABS-ON-GRADE SHALL BE FOUNDED ON APPROPRIATE SUB-GRADE. EXTERIOR PERIMETER FOOTINGS SHALL BEAR NOT LESS THAN 18 INCHES BELOW FINISH GRADE. INTERIOR FOOTINGS SHALL BEAR NOT LESS THAN 12 INCHES BELOW FINISH FLOOR.

**FOUNDATION STEM WALLS:** UNLESS OTHERWISE NOTED ON THE DRAWINGS, THE MAXIMUM UNBALANCED SOIL CONDITION FOR ALL FOUNDATION STEM WALLS (DIFFERENCE IN ELEVATION BETWEEN INTERIOR AND EXTERIOR SOIL GRADES) SHALL BE 30 INCHES. MAINTAIN A MINIMUM 6-INCH SEPARATION BETWEEN TOP OF STEM WALL AND EXTERIOR SOIL FINISH GRADE.

**BACKFILLING:** BACKFILL BEHIND RETAINING AND FOUNDATION WALLS SHALL BE OF FREE-DRAINING MATERIAL PLACED IN MAXIMUM LOOSE LIFTS OF 12 INCHES. BACKFILL SHALL BE COMPACTED USING HAND-OPERATED EQUIPMENT ONLY. THE CONTRACTOR SHALL NOT OPERATE HEAVY EQUIPMENT BEHIND RETAINING AND FOUNDATION WALLS WITHIN A DISTANCE EQUAL TO THE HEIGHT OF THE WALL.

## CAST-IN-PLACE CONCRETE

**REFERENCE STANDARDS:** CONFORM TO:  
 (1) ACI 318: BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE AND COMMENTARY.  
 (2) ORSC CHAPTER 19  
 (3) ACI 301: STANDARD SPECIFICATIONS FOR STRUCTURAL CONCRETE

**CONCRETE MIXTURES:** CONFORM TO ACI 318 CHAPTER 5: CONCRETE QUALITY, MIXING AND PLACING.

**MATERIALS:** CONFORM TO ACI 318 CHAPTER 3: MATERIALS, FOR REQUIREMENTS FOR CEMENTITIOUS MATERIALS, AGGREGATES, MIXING WATER AND ADMIXTURES.

**SUBMITTALS:** PROVIDE ALL SUBMITTALS REQUIRED BY ACI 318 SEC 4.1.2. SUBMIT MIX DESIGNS FOR EACH MIX IN THE TABLE BELOW.

| MEMBER TYPE/LOCATION | STRENGTH (PSI) | TEST AGE (DAYS) | MAXIMUM AGGREGATE | MAXIMUM W/C RATIO | AIR CONTENT |
|----------------------|----------------|-----------------|-------------------|-------------------|-------------|
| FOUNDATIONS          | 3000           | 28              | 1"                | 0.52              | ---         |
| EXTERIOR SLABS       | 3000           | 28              | 1"                | 0.48              | 5%          |
| INTERIOR SLABS       | 3000           | 28              | 1"                | 0.48              | ---         |

**MIX DESIGN NOTES:**  
 (1) W/C RATIO: WATER-CEMENTITIOUS MATERIAL RATIOS SHALL BE BASED ON THE TOTAL WEIGHT OF CEMENTITIOUS MATERIALS. RATIOS NOT SHOWN IN THE TABLE ABOVE ARE CONTROLLED BY STRENGTH REQUIREMENTS.  
 (2) CEMENTITIOUS CONTENT: THE USE OF FLY ASH, OTHER POZZOLANS, SILICA FUME, OR SLAG SHALL CONFORM TO ACI 301 SEC 4.2.2.8.B. MAXIMUM AMOUNT OF FLY ASH SHALL BE 20% OF TOTAL CEMENTITIOUS CONTENT.  
 (3) AIR CONTENT: CONFORM TO ACI 301 SEC 4.2.2.4. HORIZONTAL EXTERIOR SURFACES IN CONTACT WITH THE SOIL REQUIRE ENTRAINED AIR. TOLERANCE IS  $\pm 1.5\%$ . AIR CONTENT SHALL BE MEASURED AT POINT OF PLACEMENT.  
 (4) NON-CHLORIDE ACCELERATOR: NON-CHLORIDE ACCELERATING ADMIXTURE MAY BE USED IN CONCRETE SLABS PLACED AT AMBIENT TEMPERATURES BELOW 50°F AT THE CONTRACTOR'S OPTION.

**FORMWORK:** CONFORM TO ACI 301 SEC 2: FORMWORK AND FORM ACCESSORIES. REMOVAL OF FORMWORK SHALL CONFORM TO SEC 2.3.2.

**MEASURING, MIXING AND DELIVERY:** CONFORM TO ACI 301 SEC 4.3.

**HANDLING, PLACING, CONSTRUCTING AND CURING:** CONFORM TO ACI 301 SEC 5.

**EMBEDDED ITEMS:** POSITION AND SECURE IN PLACE ANCHORS AND OTHER STRUCTURAL AND NON-STRUCTURAL EMBEDDED ITEMS BEFORE PLACING CONCRETE.

## CONCRETE REINFORCEMENT

**REFERENCE STANDARDS:** CONFORM TO:  
 (1) ACI 318: BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE AND COMMENTARY.  
 (2) ACI 301: STANDARD SPECIFICATIONS FOR STRUCTURAL CONCRETE, SEC 3: REINFORCEMENT AND REINFORCEMENT SUPPORTS  
 (3) ORSC CHAPTER 19  
 (4) ORSC CHAPTER 4

**CONCRETE MIXTURES:** CONFORM TO ACI 318 CHAPTER 5: CONCRETE QUALITY, MIXING AND PLACING.

**MATERIALS:**  
 REINFORCING BARS: ASTM A615, GRADE 60, DEFORMED BARS  
 SMOOTH WELDED WIRE FABRIC: ASTM A185

**FABRICATION:** CONFORM TO ACI 301, SEC 3.2.2

**WELDING:** BARS SHALL NOT BE WELDED

**PLACING:** CONFORM TO ACI 301, SEC 3.3.2

**CONCRETE COVER:** CONFORM TO THE FOLLOWING COVER REQUIREMENTS:  
 BOTTOM OF FOOTINGS: 3 INCHES  
 SIDES AND TOPS OF FOOTINGS AND STEM WALLS: 2 INCHES

**SPICES:** CONFORM TO ACI 301, SEC 3.3.2.7. REFER TO LAP SPICE SCHEDULE FOR TYPICAL SPICES

**FIELD BENDING:** CONFORM TO ACI 301 SEC 3.3.2.8: FIELD BENDING OR STRAIGHTENING. BAR SIZES #3 THROUGH #5 MAY BE FIELD BENT COLD THE FIRST TIME. DO NOT TWIST BARS.

**CORNER BARS:** PROVIDE MATCHING-SIZED "L" CORNER BARS FOR ALL HORIZONTAL WALL AND FOOTING BARS WITH THE APPROPRIATE SPICE LENGTH, UNLESS NOTED OTHERWISE.

## WOOD FRAMING MATERIALS

**REFERENCE STANDARDS:** CONFORM TO:

- OSCC CHAPTER 23: WOOD
- ANSI/AWC NDS-2015 AND SUPPLEMENT: NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION
- AWC SDPWS-2015: SPECIAL DESIGN PROVISIONS FOR WIND AND SEISMIC
- ANSI/AWC WFCM-2015: WOOD FRAME CONSTRUCTION MANUAL FOR ONE- AND TWO-FAMILY DWELLINGS

**IDENTIFICATION:** ALL SAWN LUMBER AND PRE-MANUFACTURED WOOD PRODUCTS SHALL BE IDENTIFIED BY THE GRADE MARK OR A CERTIFICATE OF INSPECTION ISSUED BY THE CERTIFYING AGENCY.

**MOISTURE CONTENT:** WOOD MATERIAL USED FOR THIS PROJECT SHALL HAVE A MAXIMUM MOISTURE CONTENT OF 19% EXCEPT FOR THE PRESERVATIVE TREATED SILL PLATES.

**PRESERVATIVE TREATMENT:** WOOD MATERIALS ARE REQUIRED TO BE "TREATED WOOD" UNDER CERTAIN CONDITIONS IN ACCORDANCE WITH OSCC SEC 2304.11 "PROTECTION AGAINST DECAY AND TERMITES". CONFORM TO THE APPROPRIATE STANDARDS OF THE AMERICAN WOOD PRESERVERS ASSOCIATION (AWPA) FOR SAWN LUMBER, GLUED LAMINATED TIMBER, ROUND POLES, WOOD PILES AND MARINE PILES. FOLLOW AMERICAN LUMBER STANDARDS COMMITTEE (ALSC) QUALITY PROCEDURES. PRODUCTS SHALL BEAR THE APPROPRIATE MARK. ALL HARDWARE ATTACHED TO P.T. LUMBER SHALL BE PER HARDWARE MANUFACTURER'S RECOMMENDATIONS.

**NAILING REQUIREMENTS:** PROVIDE MINIMUM NAILING IN ACCORDANCE WITH ORSC TABLE R602.3(1). FASTENING SCHEDULE EXCEPT AS NOTED ON THE DRAWINGS. NAILING FOR ROOF/FLOOR DIAPHRAGMS/SHEAR WALLS SHALL BE PER DRAWINGS. NAILS SHALL BE DRIVEN FLUSH AND SHALL NOT FRACTURE THE SURFACE OF THE SHEATHING.

### SAWN LUMBER

| MEMBER USE        | SIZE       | SPECIES           | GRADE      |
|-------------------|------------|-------------------|------------|
| MUD SILL          | 2x6        | HEM-FIR           | P.T. NO. 2 |
| STUDS             | 2x4, 2x6   | HEM-FIR           | STUD       |
| DIMENSION POSTS   | 4x4, 4x6   | HEM-FIR           | NO. 2      |
| PLATES & BRACES   | 2x4, 2x6   | HEM-FIR           | STUD       |
| RAFTERS           | 2x6 - 2x10 | DOUGLAS FIR-LARCH | NO. 2      |
| JOISTS & HEADERS  | 2x8, 2x10  | DOUGLAS FIR-LARCH | NO. 2      |
| BEAMS & GIRDERS   | 4x8 - 4x12 | DOUGLAS FIR-LARCH | NO. 2      |
| POSTS AND TIMBERS | 6x - 8x    | DOUGLAS FIR-LARCH | NO. 1      |

### WOOD STRUCTURAL PANELS - PLYWOOD & OSB

**WOOD STRUCTURAL PANELS (WSP):** CONFORM TO PRODUCT STANDARDS PS-1 AND PS-2 OF THE U.S. DEPT. OF COMMERCE AND THE AMERICAN PLYWOOD ASSOCIATION (APA)

| LOCATION | MATERIAL              | THICKNESS | SPAN RATING | GRADE     |
|----------|-----------------------|-----------|-------------|-----------|
| FLOORS   | WSP-SHEATHING T&G OSB | 1 1/2"    | 48          | C-D EXP 1 |
| WALLS    | WSP-SHEATHING PLY     | 5/8"      | 32/16       | C-D EXP 1 |
| ROOF     | WSP-SHEATHING PLY     | 5/8"      | 32/16       | C-D EXP 1 |

### GLUED LAMINATED LUMBER (GLULAM)

**GLUED LAMINATED LUMBER (GLULAM):** CONFORM TO ANSI 117-2010: STANDARD SPECIFICATION FOR STRUCTURAL GLUED-LAMINATED TIMBER OF SOFTWOOD SPECIES. MEMBERS SHALL BE COMBINATION 24F-V4 FOR SIMPLE SPANS AND 24F-V8 FOR MULTIPLE AND CANTILEVER SPANS. CAMBER BEAMS AS SHOWN ON STRUCTURAL DRAWINGS.

## CONNECTORS AND HARDWARE

**HANGERS AND CONNECTORS:** SHALL BE STRONG TIE BY SIMPSON COMPANY OR USP EQUIVALENT AS SPECIFIED IN THEIR LATEST CATALOGS. CONNECTORS SHALL BE INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS. WHERE CONNECTOR STRAPS CONNECT TWO MEMBERS, PLACE ONE-HALF OF THE NAILS OR BOLTS IN EACH MEMBER. WHERE STRAPS ARE USED AS HOLD-DOWNS, NAIL STRAPS TO WOOD FRAMING JUST PRIOR TO DRYWALL APPLICATION, AS LATE AS POSSIBLE IN THE FRAMING PROCESS TO ALLOW THE WOOD TO SHRINK AND THE BUILDING TO SETTLE. PREMATURE NAILING OF THE STRAP MAY LEAD TO STRAP BUCKLING AND POTENTIAL FINISH DAMAGE.

WHERE CONNECTORS ARE IN EXPOSED EXTERIOR APPLICATIONS IN CONTACT WITH PRESERVATIVE TREATED WOOD (PT) OTHER THAN CCA, CONNECTORS SHALL BE EITHER BATCH HOT-DIPPED GALVANIZED (HDG), MECHANICALLY GALVANIZED (ASTM B695, CLASS 55 OR GREATER) STAINLESS STEEL, OR PROVIDED WITH 1.85 OZ/SF OF ZINC GALVANIZING EQUAL TO OR BETTER THAN SIMPSON ZMAX FINISH.

**NAILS AND STAPLES:** CONFORM TO OSCC SEC 2303.6: NAILS AND STAPLES. UNLESS NOTED ON PLANS, NAIL PER ORSC TABLE R602.3(1). UNLESS NOTED OTHERWISE ALL NAILS SHALL BE COMMON. NAIL SIZES SPECIFIED ON THE DRAWINGS ARE BASED ON THE FOLLOWING SPECIFICATIONS:

| SIZE             | LENGTH | DIAMETER |
|------------------|--------|----------|
| 8d               | 2-1/2" | 0.131"   |
| 10d              | 3"     | 0.148"   |
| 12d (16d SINKER) | 3-1/2" | 0.148"   |
| 16d              | 3-1/2" | 0.162"   |

**HOLD-DOWNS AND TENSION TIES:** SHALL BE SIMPSON STRONG-TIE CONNECTORS OR USP EQUIVALENT AS SPECIFIED IN THEIR LATEST CATALOGS, AND SHALL BE INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS.

## WALL FRAMING

**STANDARD LIGHT-FRAME CONSTRUCTION:** UNLESS NOTED ON THE PLANS, CONSTRUCTION SHALL CONFORM TO OSCC SEC 2308: CONVENTIONAL LIGHT-FRAME CONSTRUCTION, AND OSCC SEC 2304: GENERAL CONSTRUCTION REQUIREMENTS.

**WALL FRAMING:**  
 UNLESS NOTED OTHERWISE:  
 -ALL INTERIOR WALLS SHALL BE 2x4 @ 16" O.C. AND ALL EXTERIOR WALLS SHALL BE 2x6 @ 16" O.C. PROVIDE (2) BUNDLED STUDS MINIMUM AT WALL ENDS AND AT EACH SIDE OF ALL OPENING.  
 -ALL SOLID SAWN LUMBER HEADERS SHALL BE SUPPORTED ON A MINIMUM OF (1) TRIMMER AND (1) KING STUD. ALL GLULAM OR ENGINEERED WOOD HEADERS SHALL BE SUPPORTED ON A MINIMUM OF (2) TRIMMERS AND (2) KING STUDS.  
 -AT FRAMED WALLS, ALL SOLID SAWN LUMBER BEAMS SHALL BE SUPPORTED ON A MINIMUM OF (2) BUNDLED STUDS, AND ALL GLULAM AND ENGINEERED WOOD BEAMS ON A MINIMUM OF (3) BUNDLED STUDS.  
 -STITCH-NAIL BUNDLED STUDS WITH PAIRS OF 16d SINKERS AT OPPOSITE ANGLES @ 12" O.C. STAGGERED.  
 -ALL INTERIOR AND EXTERIOR HEADERS SHALL BE (2)x8s.  
 -PROVIDE SOLID BLOCKING THROUGH FLOORS TO SUPPORTS BELOW FOR BEARING WALLS AND POSTS.  
 -ATTACH BOTTOM PLATES OF STUD WALLS TO WOOD FRAMING BELOW WITH 16d NAILS @ 12" O.C. OR TO CONCRETE WITH 3/8" ANCHOR BOLTS x7" EMBEDMENT AT 48" O.C.  
 -REFER TO SHEAR WALL SCHEDULE FOR SPECIFIC SHEATHING, STUD, AND NAILING REQUIREMENTS AT SHEAR WALLS.  
 -PROVIDE GYPSUM BOARD SHEATHING ON INTERIOR SIDES OF WALLS AND PLYWOOD SHEATHING ON EXTERIOR SIDES OF WALLS.

## ROOF AND FLOOR FRAMING

**STANDARD LIGHT-FRAME CONSTRUCTION:** UNLESS NOTED ON THE PLANS, CONSTRUCTION SHALL CONFORM TO OSCC SEC 2308: CONVENTIONAL LIGHT-FRAME CONSTRUCTION, AND OSCC SEC 2304: GENERAL CONSTRUCTION REQUIREMENTS.

**ROOF/FLOOR FRAMING:**  
 UNLESS NOTED OTHERWISE:  
 -PROVIDE DOUBLE JOISTS/RAFTERS UNDER ALL PARALLEL BEARING PARTITIONS AND SOLID BLOCKING AT ALL BEARING POINTS.  
 -PROVIDE DOUBLE JOISTS AROUND ALL ROOF/FLOOR OPENINGS.  
 -MULTI-JOISTS/RAFTERS SHALL BE STITCHED-NAILED TOGETHER WITH PAIRS OF 16d SINKERS AT OPPOSITE ANGLES @ 12" O.C. STAGGERED.  
 -PROVIDE ROOF SHEATHING EDGE CLIPS CENTERED BETWEEN FRAMING AT UNBLOCKED PLYWOOD EDGES.  
 -ALL FLOOR SHEATHING SHALL HAVE TONGUE-AND-GROOVE JOINTS OR BE SUPPORTED BY SOLID BLOCKING.  
 -ALLOW 1/8" SPACING AT ALL PANEL EDGES AND ENDS OF ROOF/FLOOR SHEATHING. ROOF/FLOOR SHEATHING SHALL BE LAID DOWN FACE GRAIN PERPENDICULAR TO FRAMING MEMBERS.

**M<sup>C</sup>CULLOCH**  
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REVISED  
 March 2, 2018

Drawing Title:  
 CONSTRUCTION GENERAL  
 NOTES AND SCHEDULES

A1



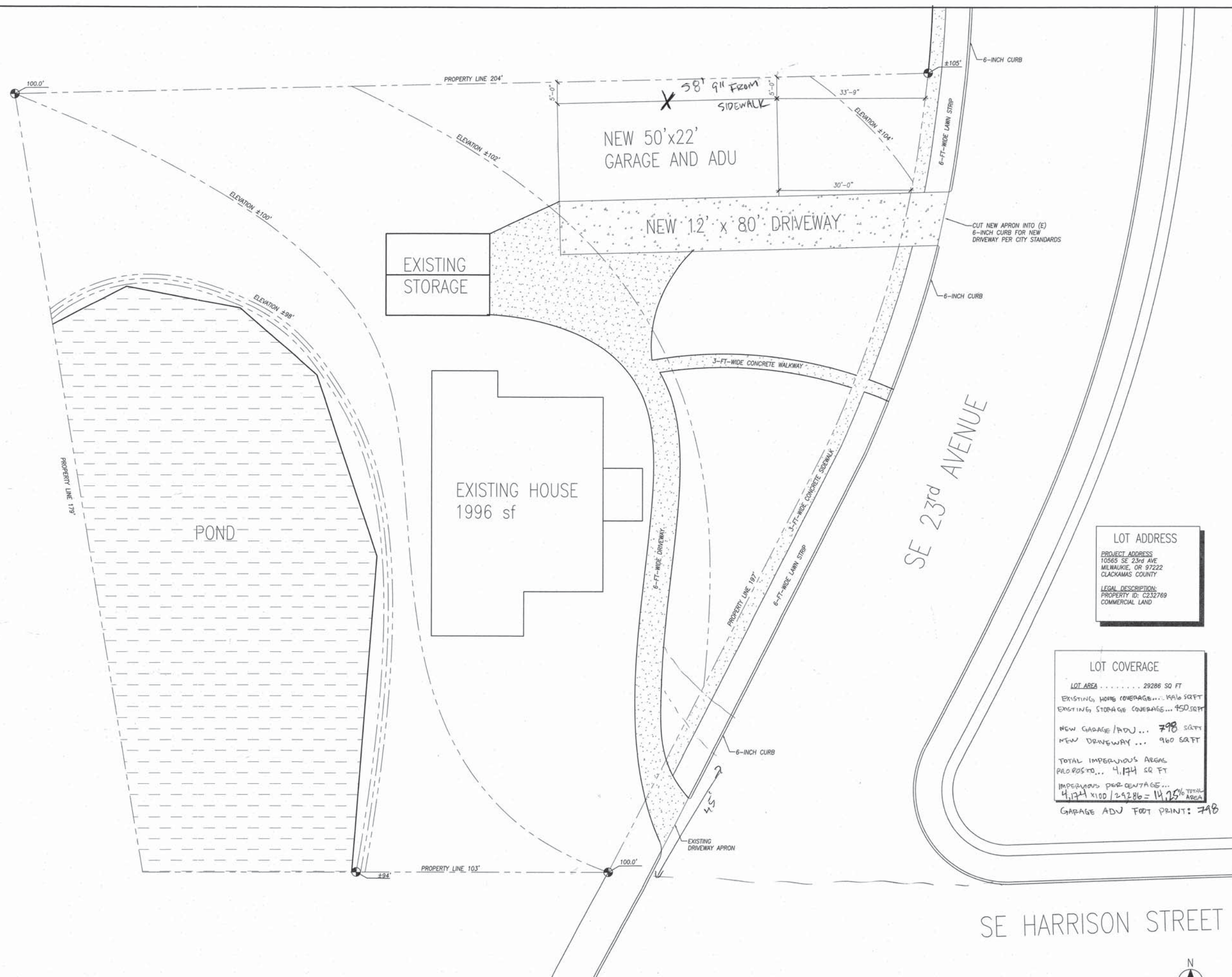
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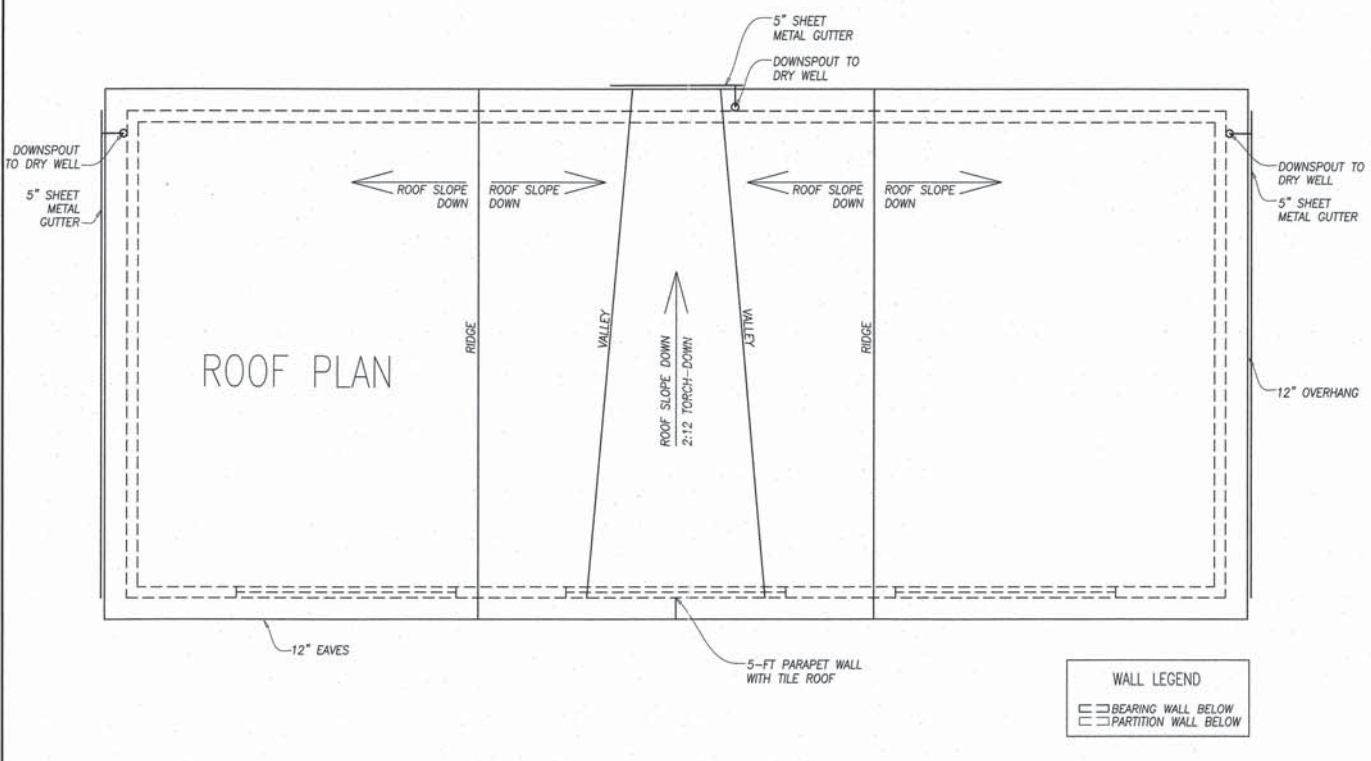
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SITE PLAN  
PLANNING & ZONING  
NOTES

**A2**

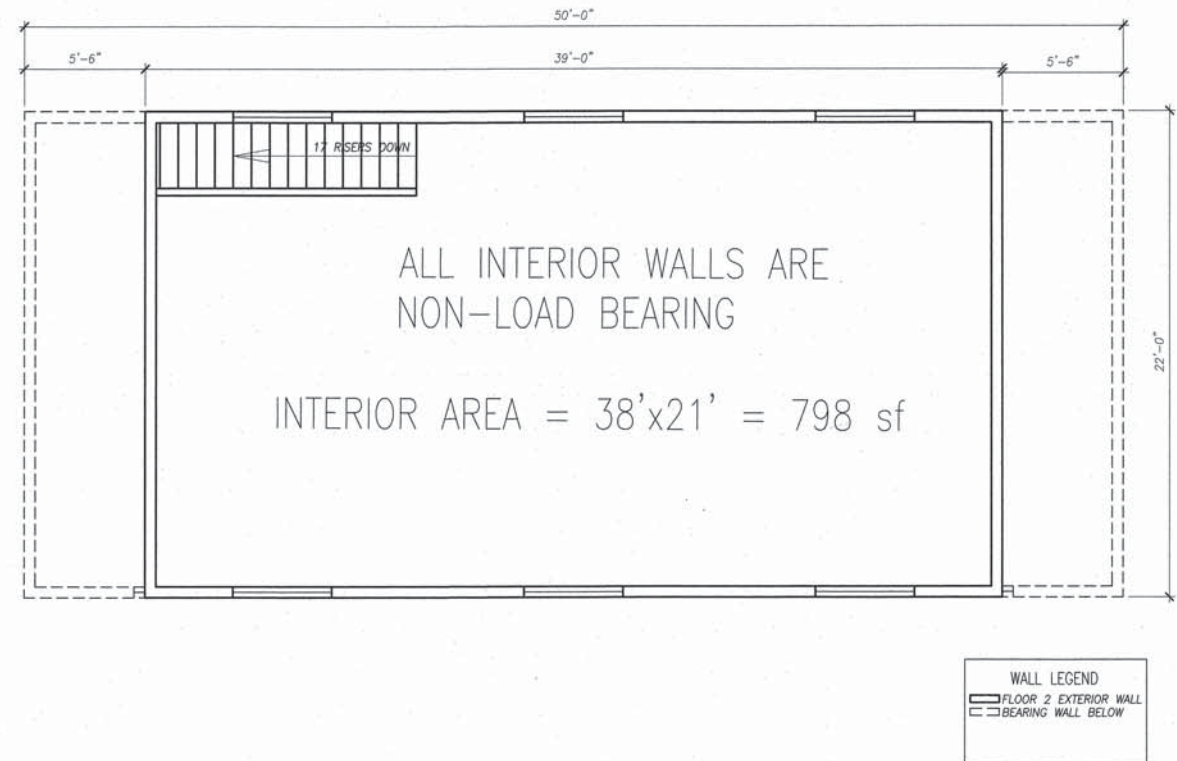


SITE PLAN  
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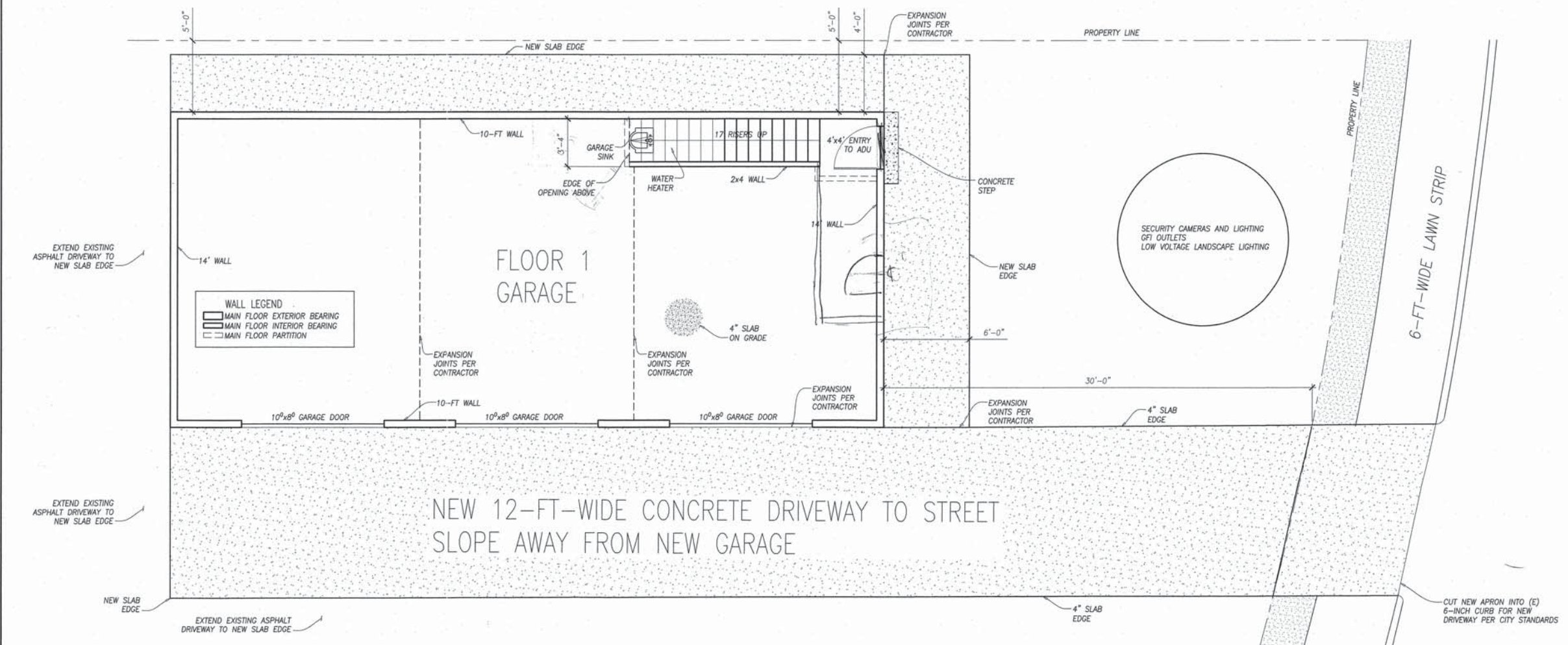




3 ROOF PLAN  
SCALE: 1/4"=1'-0"



2 SECOND FLOOR ADU PLAN  
SCALE: 1/4"=1'-0"



1 MAIN FLOOR GARAGE AND EXTERIOR SLAB PLAN  
SCALE: 1/4"=1'-0"



**RESIDENTIAL GENERAL NOTES**

ALL CONSTRUCTION SHALL CONFORM TO THE 2014 EDITION OF THE OREGON RESIDENTIAL SPECIALTY CODE

**DRAWING NOTES:** DO NOT SCALE DRAWINGS. USE GIVEN DIMENSIONS. CHECK DETAILS FOR APPROPRIATE LOCATION OF ALL ITEMS NOT DIMENSIONED ON THE DRAWINGS. DIMENSIONS ON THE DRAWINGS ARE TO FRAMING ELEMENTS OR THE CENTERLINE OF COLUMNS UNLESS NOTED OTHERWISE. VERIFY FIELD CONDITIONS PRIOR TO COMMENCEMENT OF EACH PORTION OF THE WORK.

**CONTRACTOR'S RESPONSIBILITY:** CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND STRUCTURAL MEMBER SIZES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL INFORM DESIGNER OF ANY DISCREPANCIES IN THE CONSTRUCTION DOCUMENTS AND ANY CONFLICTS WITH THE IRC. CONTRACTOR-INITIATED CHANGES SHALL BE SUBMITTED IN WRITING TO THE OWNER AND DESIGNER FOR APPROVAL PRIOR TO FABRICATION OR CONSTRUCTION. PROVIDE ADEQUATE TIME (10 WORKING DAYS MINIMUM) FOR OWNER AND DESIGNER TO REVIEW PROPOSED CHANGES. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL REQUIRED SAFETY PRECAUTIONS AND METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES REQUIRED TO PERFORM THE WORK. CONTRACTOR SHALL COORDINATE STRUCTURAL FRAMING WITH ELECTRICAL, PLUMBING AND MECHANICAL WORK, AND SHALL NOTIFY DESIGNER FOR RESOLUTION OF ALL DISCREPANCIES PRIOR TO CONSTRUCTION.

**FIREPLACES:** FACTORY BUILT FIREPLACES AND CHIMNEYS SHALL BE LISTED AND INSTALLED PER THE MANUFACTURER'S SPECIFICATIONS, IRC R1004.1 AND TESTED IN ACCORDANCE WITH UL 127. MASONRY FIREPLACES, BARBEQUES, SMOKE CHAMBERS AND CHIMNEYS SHALL BE CONSTRUCTED OF MASONRY OR REINFORCED CONCRETE. FOUNDATIONS SHALL BE MINIMUM 12" THICK AND EXTEND 6" BEYOND FACE OF MASONRY. WALLS SHALL BE A MINIMUM OF 8" THICK, EXCEPT IN FIREBOX WHERE THEY SHALL BE A MINIMUM OF 10" THICK. COMBUSTIBLE MATERIALS SHALL NOT BE INSTALLED WITHIN 2" OF FIREPLACE, SMOKE CHAMBER OR CHIMNEY WALLS. COMBUSTIBLE MATERIALS SHALL NOT BE PLACED WITHIN 6" OF THE FIREPLACE OPENING. HEARTH TO BE A MINIMUM 4" THICK NON-COMBUSTIBLE MATERIAL EXTENDING 16" IN FRONT AND 8" TO THE SIDE OF THE FIREPLACE OPENING. COMBUSTIBLE MATERIAL WITHIN 12" OF THE FIREPLACE OPENING SHALL NOT PROJECT MORE THAN 1/8" FOR EACH 1-INCH DISTANCE FROM SUCH OPENING. REFER TO R305.

**CEILING HEIGHTS:** HABITABLE SPACES AND HALLWAYS SHALL HAVE A CLEAR CEILING HEIGHT OF NOT LESS THAN 7'-0", NOT MORE THAN 50% OF REQUIRED FLOOR AREA OF A SPACE IS PERMITTED TO HAVE A SLOPED CEILING LESS THAN 7'-0" WITH NO PORTION LESS THAN 5'-0". BATHROOMS, TOILET ROOMS AND LAUNDRY ROOMS SHALL HAVE A CEILING HEIGHT OF NOT LESS THAN 6'-8". IRC R305.

**ROOFING:** APPLY ROOFING IN ACCORDANCE WITH IRC R905. BALCONIES, LANDINGS, EXTERIOR STAIRWAYS, OCCUPIED ROOFS AND SIMILAR SURFACES EXPOSED TO THE WEATHER SHALL BE WATERPROOFED AND SLOPED A MINIMUM OF 1/4" PER FOOT (2%) FOR DRAINAGE.

**ATTICS:** PROVIDE ATTIC VENTILATION AS INDICATED ON THE DRAWINGS. THE NET FREE VENTING AREA SHALL BE NOT LESS THAN 1/300<sup>th</sup> OF THE AREA OF THE SPACE WITH 1/3 OF THE VENTS LOCATED IN THE UPPER THIRD OF THE ATTIC AREA. ATTIC ACCESS SHALL BE A MINIMUM 22"x30" OPENING WITH A MINIMUM 30" CLEARANCE HEADROOM ABOVE, UNOBSTRUCTED, AND READILY ACCESSIBLE FROM BELOW. PROVIDE ACCESS TO ALL ATTIC SPACES OVER 30 SF AND OVER 30" HIGH. IRC R806 & R807.

**GLAZING:** ALL GLAZING TO BE IN COMPLIANCE WITH IRC R308. GLAZING IN HAZARDOUS LOCATIONS SUCH AS GLASS IN DOORS, GLASS WITHIN 24" EACH SIDE OF A DOOR OPENING, AREAS WITHIN 60" VERTICALLY AND HORIZONTALLY FROM THE BOTTOM LANDING OF A STAIRWAY, STORM DOORS, RAILINGS, SHOWER DOORS, SLIDING GLASS DOORS, AND THE ENCLOSURES AROUND TUBS AND SHOWERS SHALL BE SAFETY GLAZING MATERIALS (IRC R308.4).

**EGRESS:** EACH SLEEPING ROOM SHALL BE PROVIDED WITH AN ESCAPE OPENING WITH A NET CLEAR OPENING OF 5.7 SF, A NET CLEAR OPENING HEIGHT OF AT LEAST 24" AND A NET CLEAR OPENING WIDTH OF AT LEAST 20". THE MINIMUM SILL HEIGHT SHALL BE NO HIGHER THAN 44" ABOVE THE FINISHED FLOOR. IRC R310.

**SMOKE ALARMS:** SMOKE ALARMS SHALL BE INSTALLED IN EACH SLEEPING ROOM, OUTSIDE EACH SEPARATE SLEEPING AREA, AND ON EACH STORY INCLUDING BASEMENTS AND HABITABLE ATTICS. IRC R314.

**NATURAL LIGHT:** HABITABLE ROOMS SHALL HAVE AN AGGREGATE GLAZING AREA OF NOT LESS THAN 8% OF THE FLOOR AREA OF SUCH ROOMS.

**APPLIANCE SCHEDULE**

NATURAL GAS RANGE  
 NATURAL GAS TANKLESS WATER HEATER  
 NATURAL GAS FURNACE

OTHER APPLIANCES PER OWNER



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REVISED  
 March 2, 2018

Drawing Title:  
 ARCHITECTURAL GENERAL  
 NOTES AND SITE DETAILS

**MECHANICAL, ELECTRICAL AND PLUMBING NOTES**

**NOTE:** PERMITS FOR MECHANICAL, ELECTRICAL AND PLUMBING TYPICALLY ARE DEFERRED, EVEN THOUGH SPECIFIC ITEMS ARE SHOWN IN THESE DRAWINGS.

- PROVIDE LISTED ANTI-SCALD/PRESSURE BALANCE VALVE AT SHOWERS.
- SHOWER WALLS TO BE OF A SMOOTH, HARD, NON-ABSORBENT SURFACE MATERIAL OVER A MOISTURE RESISTANT UNDERLAYMENT.
- ALL FIXTURES TO BE SELECTED BY OWNER, UNLESS NOTED OTHERWISE. CONTRACTOR TO CONFIRM LOCATION OF ELECTRICAL BOXES WITH OWNER.

**ENERGY EFFICIENCY MEASURES**

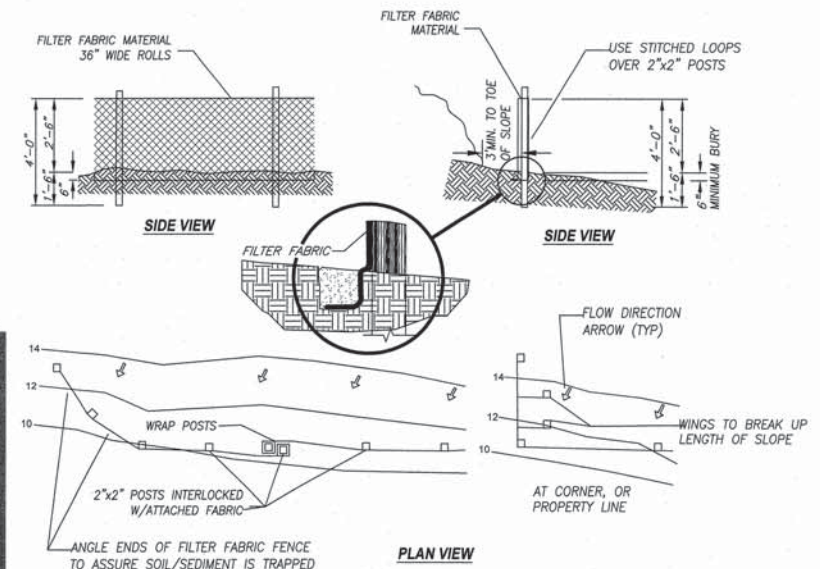
**RADON CONTROL METHOD**

**STORMWATER MANAGEMENT?**

SCALE: N.T.S.

**RADON VENT?**

SCALE: N.T.S.



**EROSION CONTROL PLAN**

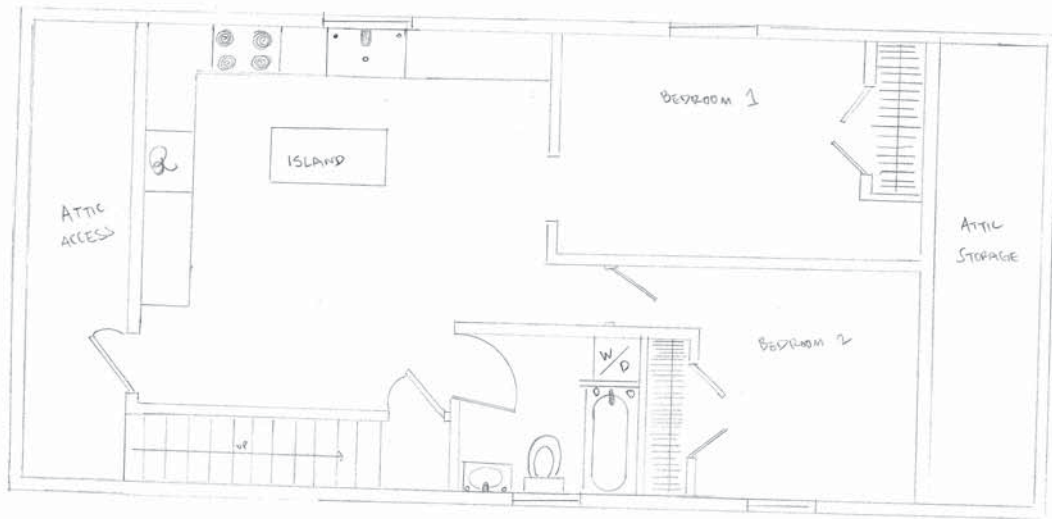
ALL EXCAVATED SOIL SHALL BE PROTECTED FROM WATER DURING CONSTRUCTION TO PREVENT RUNOFF, WITH EITHER POLY TARPS OR HAY.

BUILD A TEMPORARY SEDIMENT FENCE ALONG WEST PROPERTY LINE PER ATTACHED DETAILS.

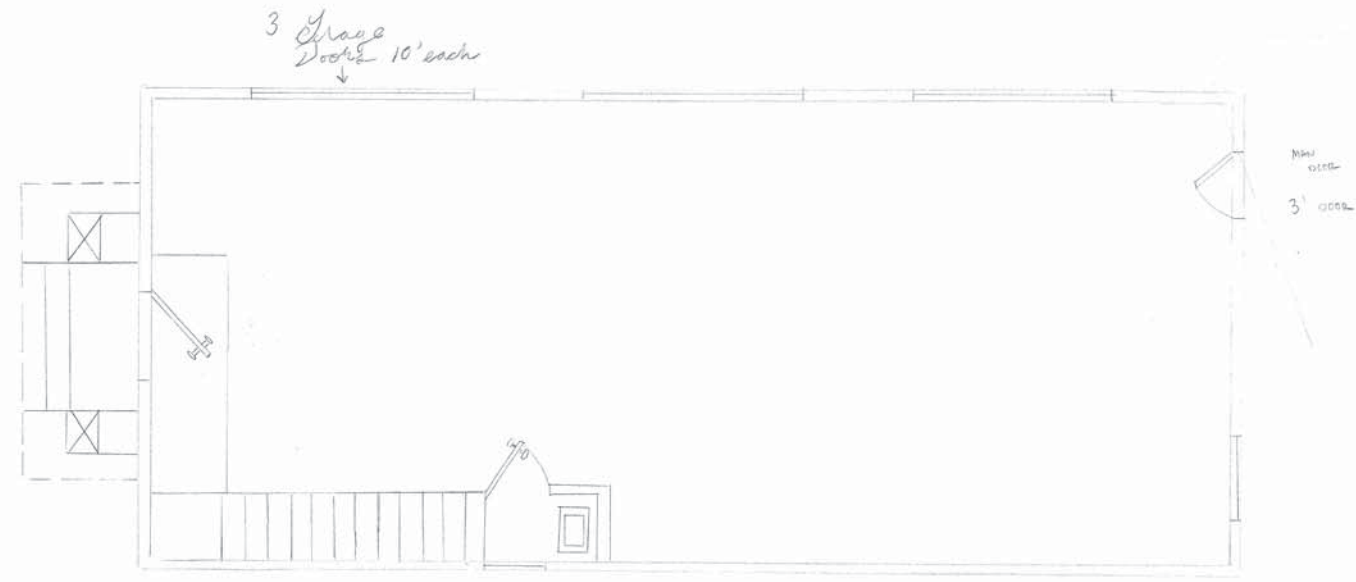
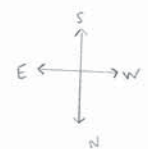
ALL EXCAVATED SOIL REMAINING ON SITE AFTER CONSTRUCTION SHALL BE COVERED WITH MULCH OR LANDSCAPED WITH SUITABLE VEGETATION AS A PERMANENT EROSION CONTROL MEASURE.

**EROSION CONTROL PLAN WITH TEMPORARY SEDIMENT FENCE**

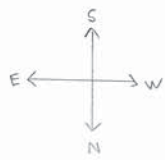
SCALE: N.T.S.



PROPOSED FLOOR PLAN TOP FLOOR



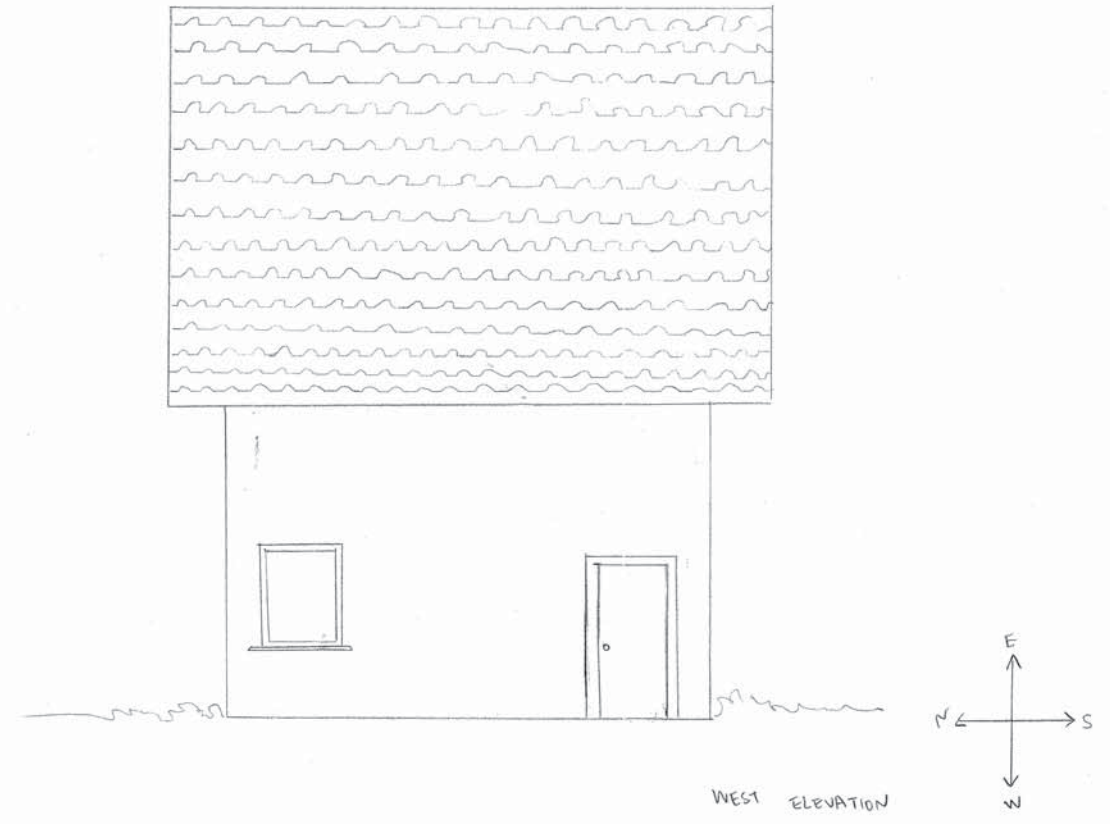
PROPOSED FLOOR PLAN LOWER LEVEL



McCULLOCH construction  
 DESIGN BY JOHN MCCULLOCH  
 DRAFT BY LUCY AMBERSON  
 REVISED March 2, 2018

**PROPOSED FLOOR PLANS**

**SCALE 1/4" = 1'**



McCULLOCH construction  
 DESIGN BY JOHN MCCULLOCH  
 DRAFT BY LUCY AMBERSON  
 REVISED  
 March 2, 2018

PROPOSED West and South  
 ELEVATIONS

PROPOSED North and East  
 ELEVATIONS

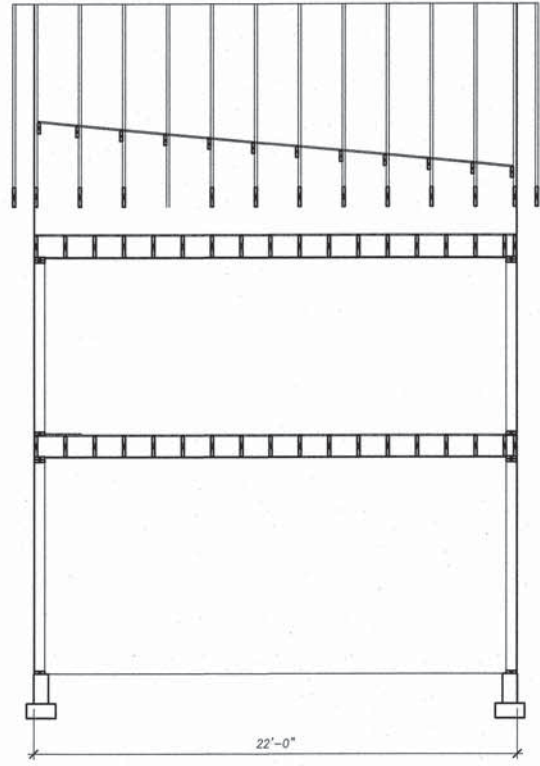
SCALE 1/4" = 1'

CLIENT:  
EVAN OSTERLUND  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

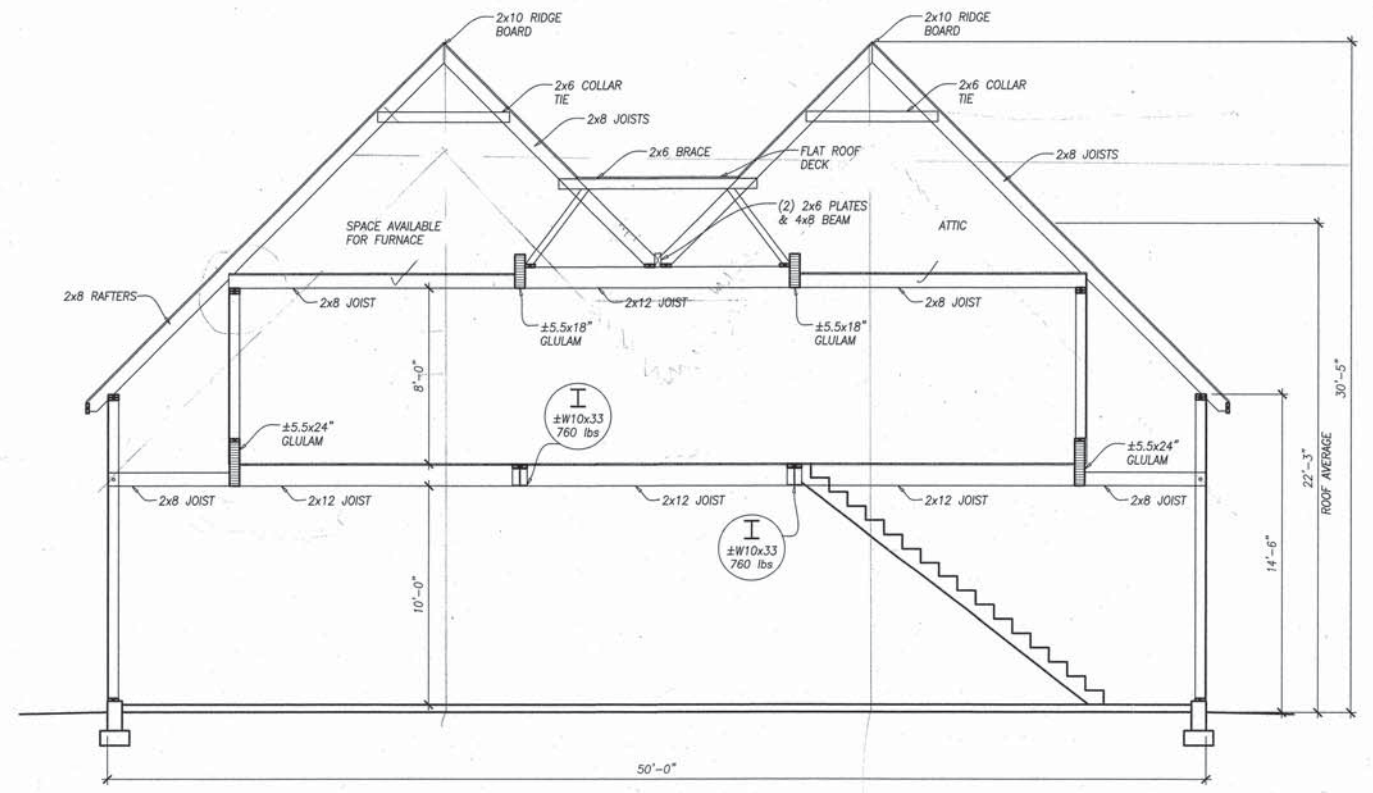
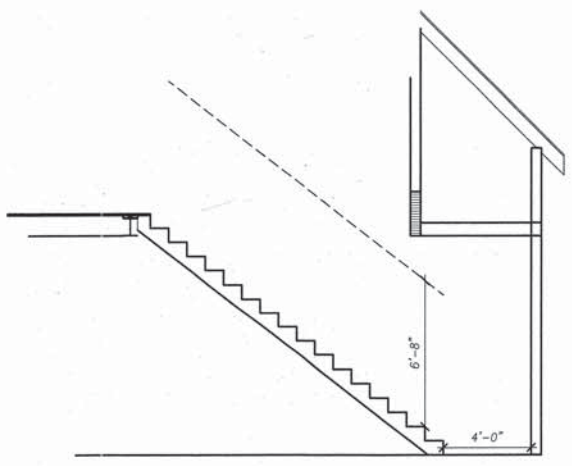
PROJECT:  
NEW GARAGE AND ADU  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

REVISED  
March 2, 2018

Drawing Title:  
CROSS SECTIONS AND  
ARCHITECTURAL DETAILS

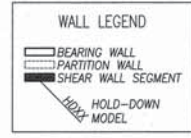


CROSS SECTION  
SCALE: 1/4"=1'-0"

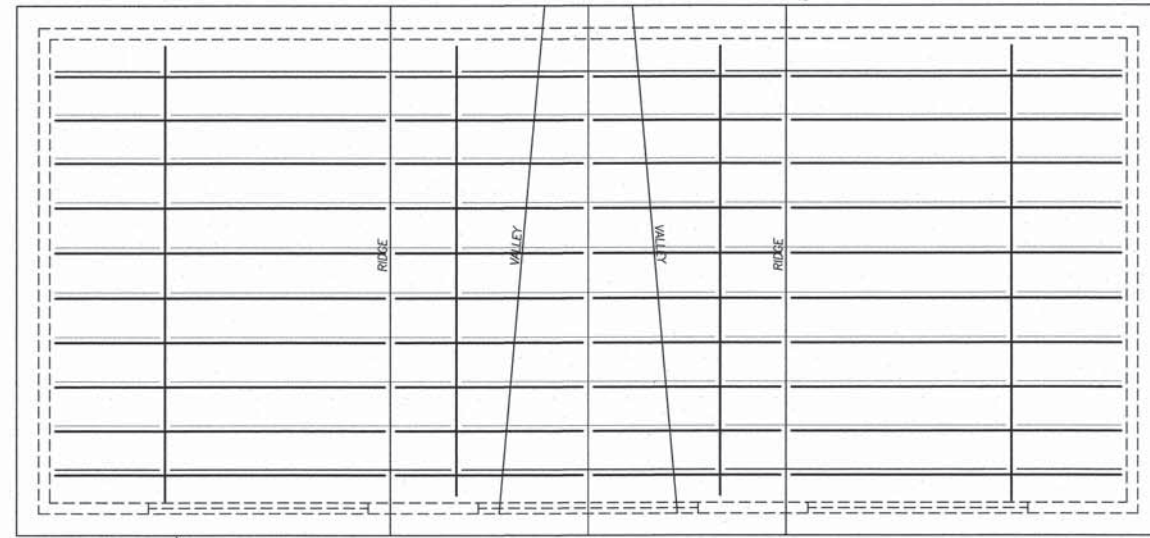


CROSS SECTION  
SCALE: 1/4"=1'-0"

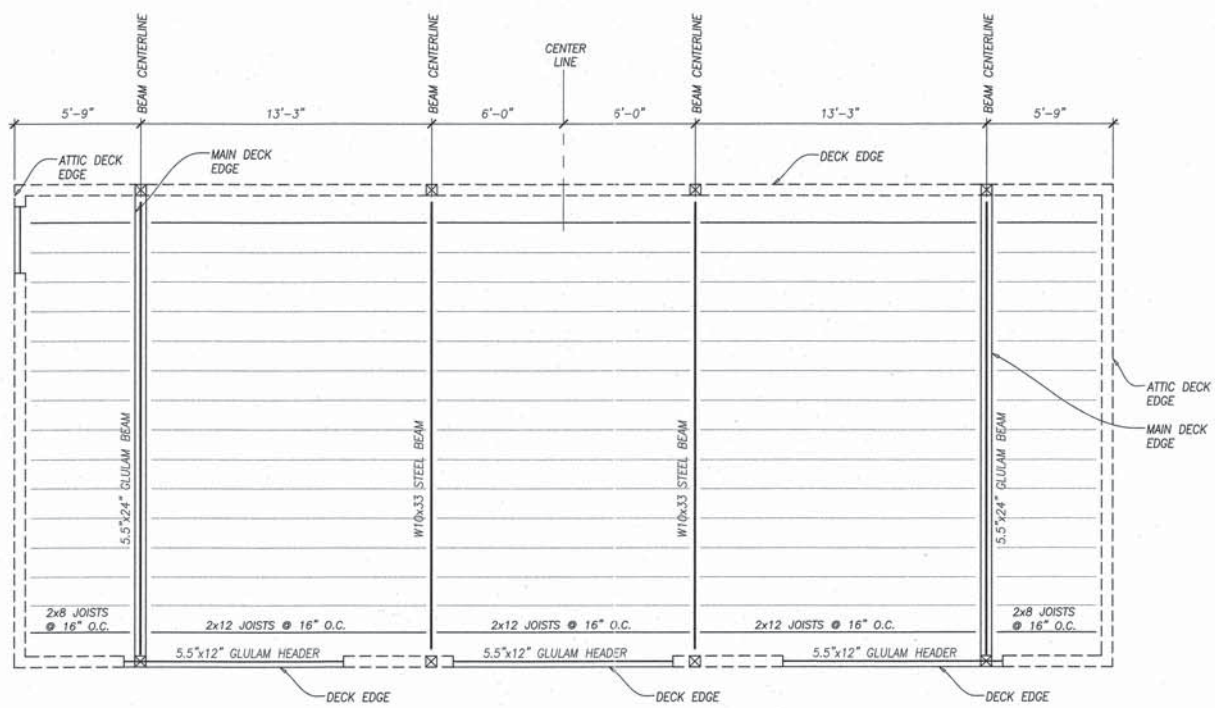




2 SHEAR WALL KEY PLAN  
SCALE: 1/4"=1'-0"

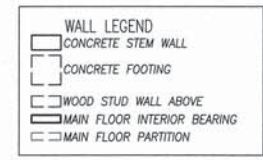
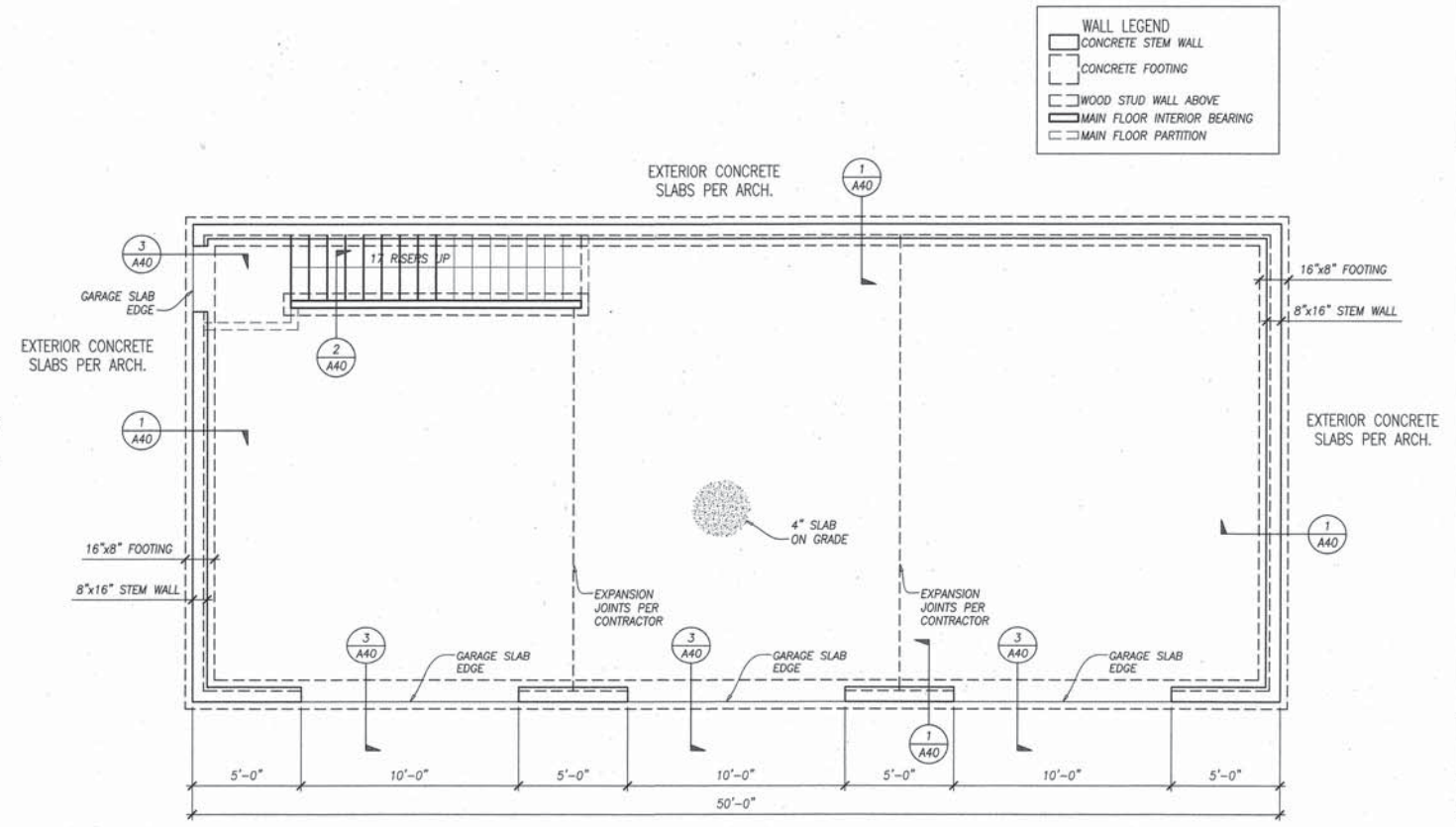


1 ROOF FRAMING PLAN  
SCALE: 1/4"=1'-0"

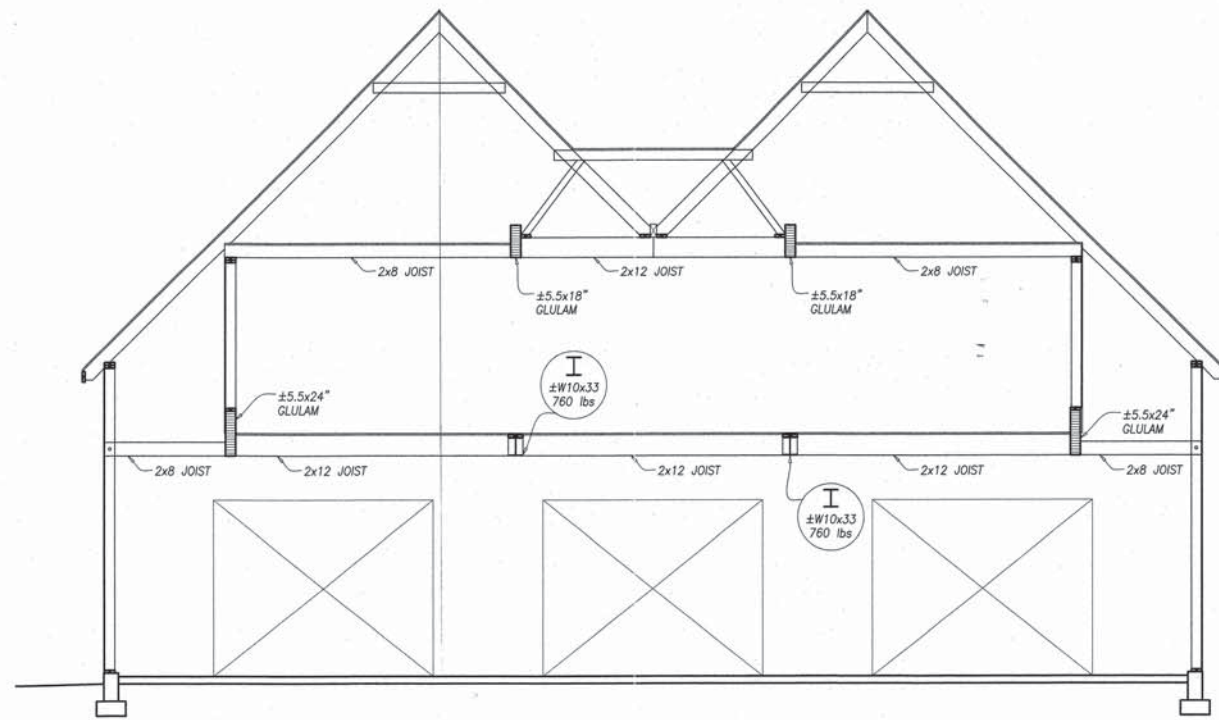


NOTE: BEAM SIZES ARE APPROXIMATE AND NOT MEANT AS A FINAL DESIGN.

2 SECOND-FLOOR PLATFORM FRAMING PLAN  
SCALE: 1/4"=1'-0"

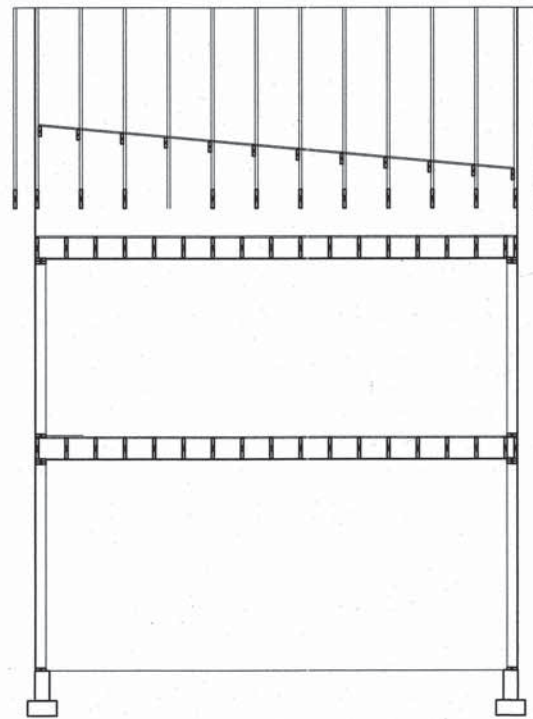


1 FOUNDATION PLAN  
SCALE: 1/4"=1'-0"



NORTH ELEVATION  
SCALE: 1/4"=1'-0"

WF ELEVATION  
SCALE: 1/4"=1'-0"



EAST ELEVATION  
SCALE: 1/4"=1'-0"

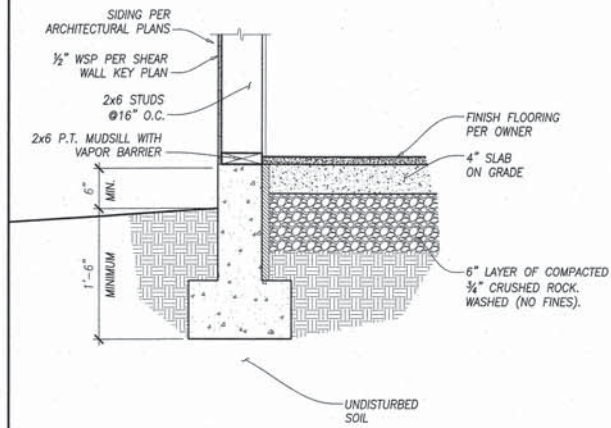
SOUTH ELEVATION  
SCALE: 1/4"=1'-0"

CLIENT:  
EVAN OSTERLUND  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

PROJECT:  
NEW GARAGE AND ADU  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

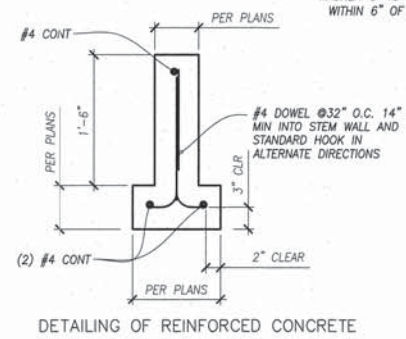
REVISED  
March 2, 2018

Drawing Title:  
ELEVATIONS

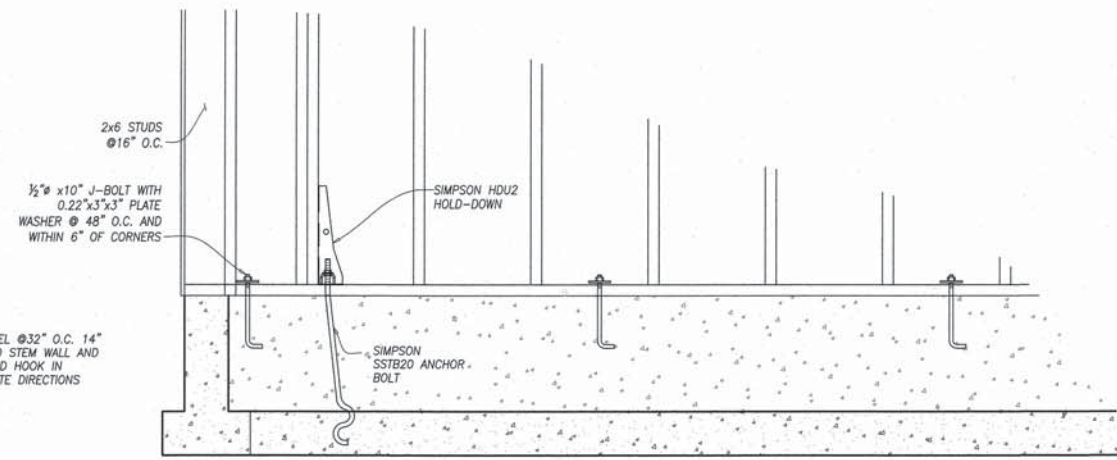


NOTE: SEE ARCHITECTURAL DETAILS FOR ARCHITECTURAL COMPONENTS NOT SHOWN

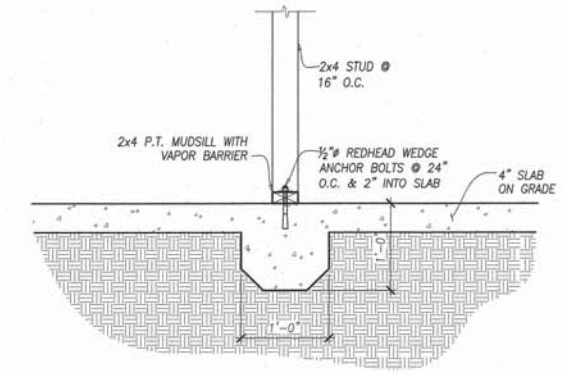
1 FOUNDATION WALL  
SCALE: 1"=1'-0"



DETAILING OF REINFORCED CONCRETE



DETAILING OF ANCHOR BOLTS AND HOLD-DOWNS



NOTE: ANCHOR NON-BEARING WALLS TO SLAB WITH WEDGE ANCHORS PER THIS DETAIL

2 INTERIOR FOOTING BELOW SLAB  
SCALE: 1"=1'-0"

CLIENT:  
EVAN OSTERLUND  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

PROJECT:  
NEW GARAGE AND ADU  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

REVISED  
March 2, 2018

Drawing Title:  
FRAMING DETAILS

# MCCULLOCH

CONSTRUCTION

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March 14, 2018

Mary Heberling  
City of Milwaukie  
6101 SE Johnson Creek Blvd  
Milwaukie, OR 97206

Re: 10565 SE 23<sup>rd</sup> - ADU Roof Height

Hello Mary;

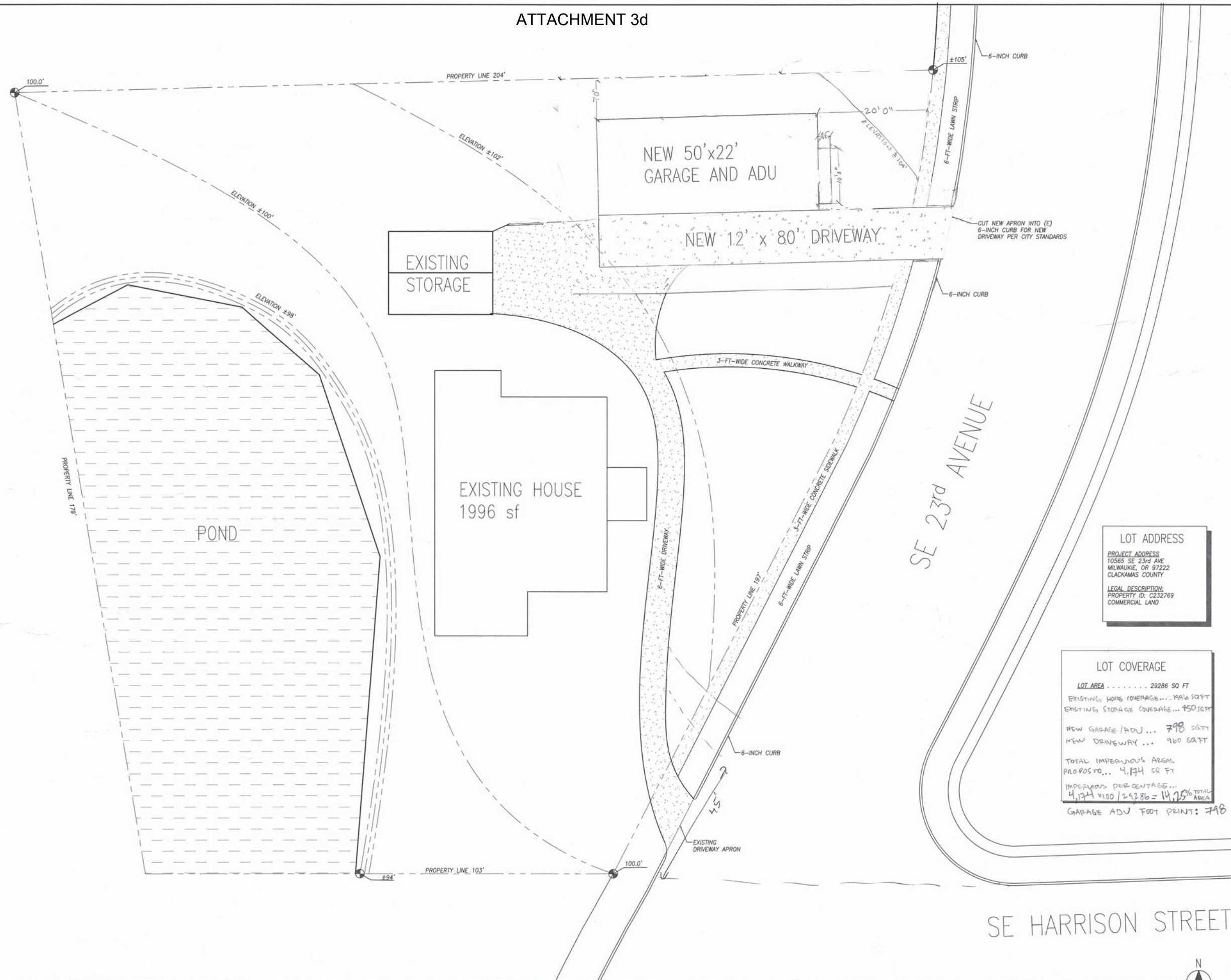
We are writing you in response to your request for additional information on the roof height for the proposed ADU at 10565 SE 23<sup>rd</sup> in the City of Milwaukie. Our calculation show that the roof height to be 24 feet 6 inches. In order to determine this calculation we measured the pitch of the roof to be exactly 12/12 and therefore used the average height of the highest gable.

We hope this clears up any confusion that may pertain to this issue.

Sincerely;



Lucy Amberson



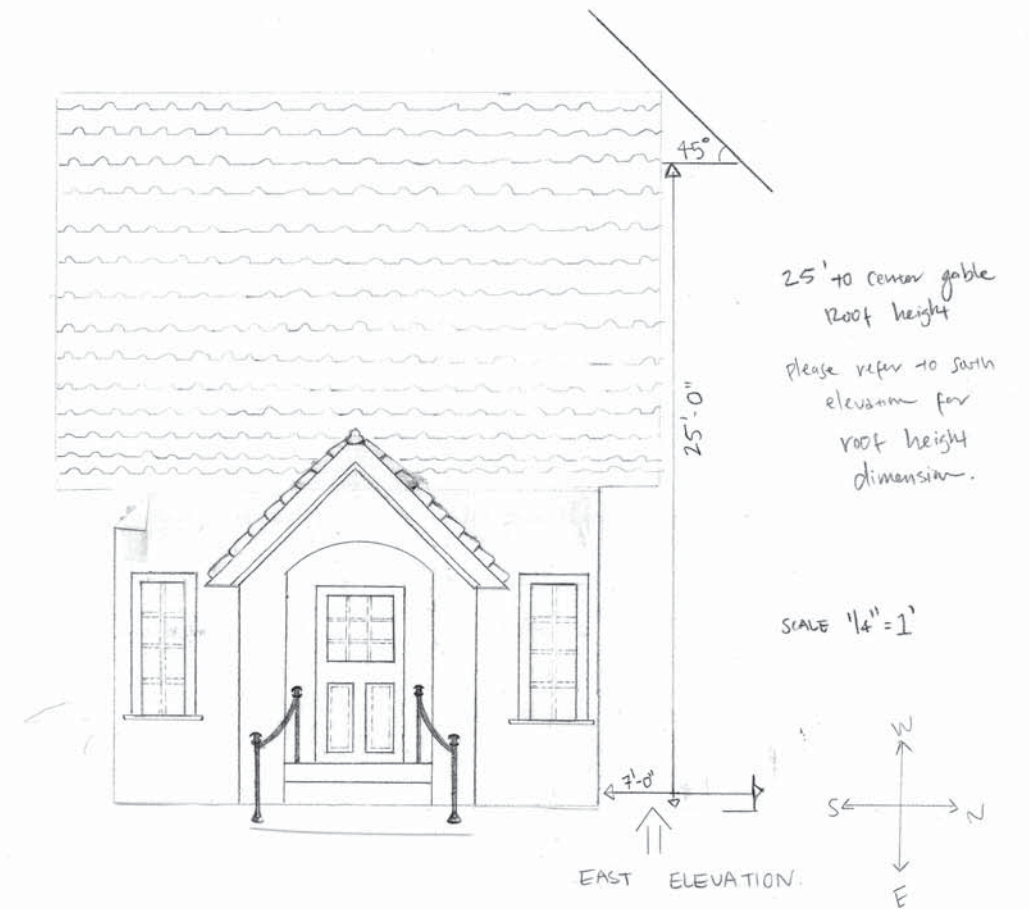
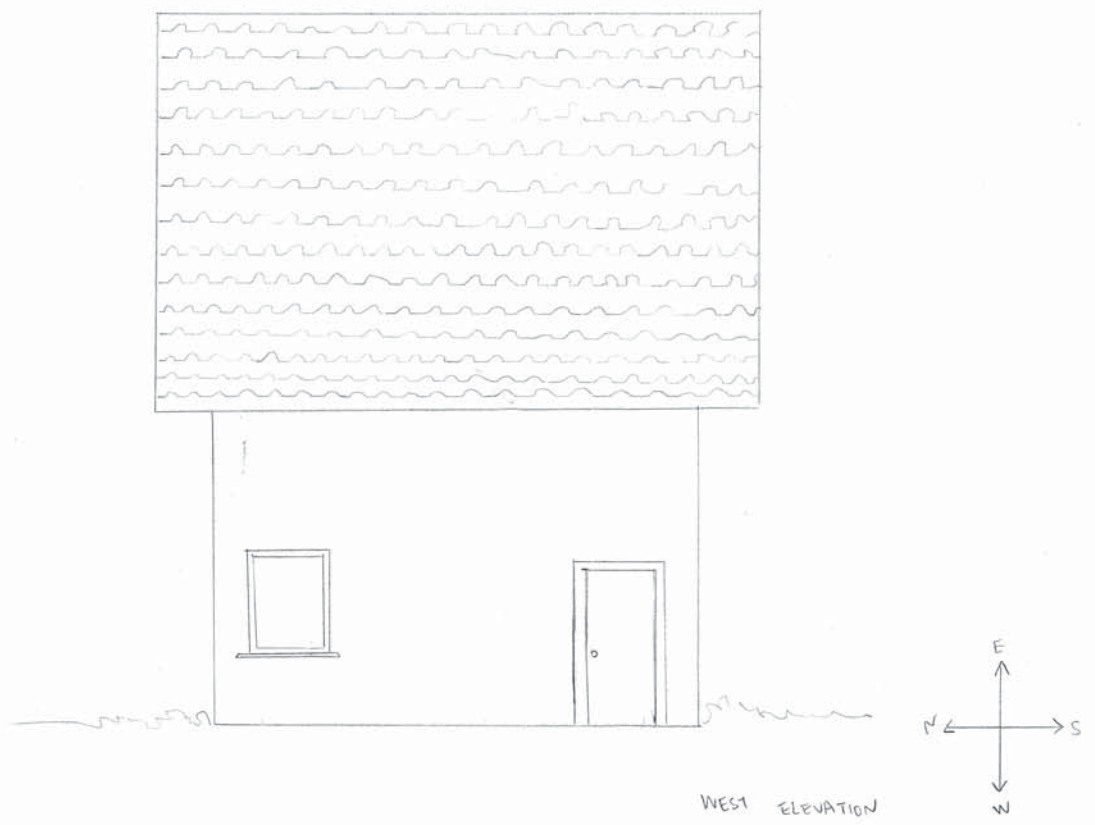
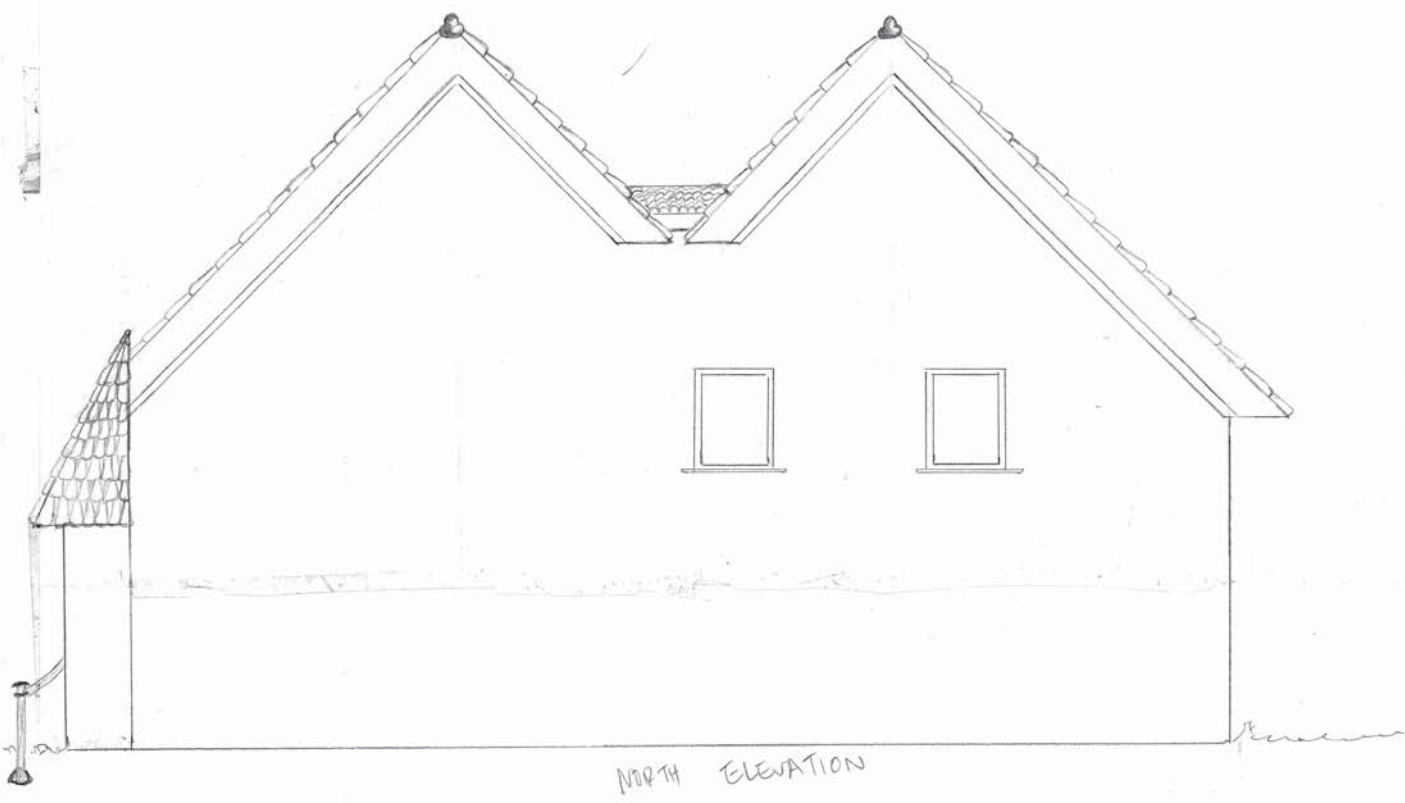
CLIENT:  
EVAN OSTERLUND  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

PROJECT:  
NEW GARAGE AND ADU  
10565 SE 23<sup>rd</sup> AVENUE  
MILWAUKIE, OREGON 97222

Job No. [557]  
Date: September 27, 2017

Drawing Title:  
SITE PLAN  
PLANNING & ZONING  
NOTES

A2



McCULLOCH construction  
 DESIGN BY JOHN MCCULLOCH  
 DRAFT BY LUCY AMBERSON

PROPOSED West and South  
 ELEVATIONS

PROPOSED North and East  
 ELEVATIONS

SCALE 1/4"=1'

ATTACHMENT 4

RICHARD A. SAMUELS

P. O. Box 22548

Portland, OR 97269

April 19, 2018

Re: 10565 SE 23<sup>rd</sup> Avenue

VR 2018 - 002

ADU 2018 - 001

To the Planning Commission:

We have reviewed the plans and specifications for the proposed development on this property which abuts the south border of ours located at 10505 SE 23<sup>rd</sup> Avenue and fully support both the reduced setback of fifteen-feet as well as the ADU occupancy above the garage.

This property is very dear to us having previously been in the Williams / Samuels families for many years and my son Brian is now raising his family on property that was once a part of the larger tract.

It is comforting that the property currently is in the hands of a developer that is willing to retain as well as enhance the historic character of the buildings presently on the property and we are excited to to see the finished project.

Thank you for your time, consideration and hopefully positive decision on these requests.

Sincerely;

Richard A. Samuels Revocable Trust



Richard A. Samuels  
Timothy R. Samuels  
Brian D. Samuels  
Craig A. Samuels



# CITY OF MILWAUKIE

**To:** Planning Commission  
**Through:** Dennis Egner, Planning Director  
**From:** David Levitan, Senior Planner  
**Date:** May 15, 2018, for May 22, 2018 Worksession  
**Subject:** Comprehensive Plan Block 1 Draft Goals and Policies Review

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## **ACTION REQUESTED**

Staff is requesting that the Commission review and provide feedback on the current draft of the goals and policies for the four Block 1 topic areas. Staff will also brief the Commission on community outreach that has occurred over the past three months, and detail the current project schedule for the final two months of Block 1 work and the “neighborhood hubs” work.

## **BACKGROUND INFORMATION**

### **History of Prior Actions and Discussions**

- [July 25, 2017](#): Staff provided an update on the Community Vision and proposed framework for the Comprehensive Plan, and asked for a Planning Commission representative to serve on the Comprehensive Plan Advisory Committee (CPAC).
- [September 12, 2017](#): The Planning Commission voted to appoint Chair Travis to the CPAC.
- [October 10, 2017](#): Staff presented the proposed work program for the Comprehensive Plan Update, which is centered around the sustainability filters and “super actions” that were developed as part of the Community Vision.
- [February 13, 2018](#): Staff updated the Planning Commission on the first two CPAC meetings and upcoming public engagement efforts, including the April 4 Town Hall.

## **DISCUSSION**

### **Block 1 Draft Goals and Policies**

Staff last briefed the Commission on the status of the Comprehensive Plan Update during a February 13 work session. Since that time, staff has worked with the Comprehensive Plan Advisory Committee (CPAC) to develop draft goals and policies for the four Block 1 topic areas: Community Involvement, Urban Growth Management, Economic Development, and History,



Arts and Culture. The current (May 10) draft of the goals and policies are included as Attachment 1, and reflect input received from the CPAC and the April 4 Town Hall.

As previously discussed, the Comprehensive Plan Update includes three six-month blocks of work, each covering four to six topic areas. At the end of each block of work, the City Council will be adopting a resolution “pinning down” the list of goals and policies for each topic area. Goals and policies will not be adopted by ordinance until after the fourth block of work – the “synthesis” stage – which will be used to review and organize the goals and policies and evaluate them based on the City’s quadruple bottom line framework (People, Place, Planet and Prosperity). The process for formally adopting the Comprehensive plan will include public hearings before both the Planning Commission and City Council.

The City Council is currently scheduled to adopt a resolution “pinning down” the Block 1 goals and policies on July 17. Prior to that public hearing, the City will be offering another opportunity for the public to review the goals and policies via an online survey, which will be available for community input between May 24 and June 7. The CPAC, Planning Commission, and City Council will also have additional opportunities to review and comment on the goals and policies prior to July 17, with additional details provided below.

#### CPAC Input and Review

To date, the CPAC has met four times, including twice since staff’s last update to the Planning Commission in February. [CPAC Meeting 3](#) took place on March 5, and focused on developing a list of questions for each topic area to ask the community at the April 4 Town Hall. [CPAC Meeting 4](#) took place on May 3, and focused on reviewing staff’s first draft of goals and policies, which incorporated input from the April 4 Town Hall. Summary notes for CPAC Meetings 3 and 4 can be found in Attachment 2.

The CPAC provided excellent feedback on the draft goals and policies at their May 3 meeting, which are reflected in the updated draft that is included in Attachment 1. Some of the more constructive feedback included:

- Pointing out policy language that they felt was too vague or non-committal;
- Identifying policies that seemed more appropriate for the Vision Action Plan, as opposed to Comprehensive Plan policies; and
- Identifying goals and policies that were redundant and could be easily combined.

The CPAC’s final meeting for Block 1 is scheduled for Thursday, June 28 and will focus on final refinements to the Block 1 goals and policies based on feedback from the online survey, June 19 City Council work session, and June 26 Planning Commission work session (more detail on each of these below). CPAC work on Block 2 will commence in early August.

#### Community Input

##### *April 4 Town Hall*

On April 4, approximately 120 Milwaukie stakeholders came together to provide input on the four Block 1 topic areas. Following a short introduction from Mayor Gamba and Planning Director Denny Egner, attendees split up into small group tables, with each table providing

feedback on two of the four topic areas. At the end of the meeting, each table presented one “big idea”, and attendees were encouraged to fill out response forms for topic area questions that their table did not cover. A more detailed summary of the event is included in Attachment 3 Between CPAC meetings 3 and 4, staff reviewed Town Hall input to develop the goals and policies that were reviewed at CPAC meeting 4.

#### *Online Survey (May 24-June 7)*

As noted above, the public will have another opportunity to comment on the Block 1 goals and policies via an online survey that will be open for two weeks in late May and early June. The online survey will ask community members to use a Likert scale (agree, disagree, etc.) to help evaluate and prioritize the goals and policies. Input from the online survey will be incorporated into the updated goals and policies reviewed by the CPAC, Council, and Commission at their respective June meetings. City staff is requesting that commissioners help spread the word about the online survey.

#### June City Council and Planning Commission Work Sessions

Following the online survey, staff will be revising the Block 1 goals and policies and presenting them to the CPAC, Planning Commission, and City Council for their final review prior to the July 17 City Council public hearing. The Council’s work session is scheduled for June 19, while the Commission’s work session is scheduled for June 26.

Given how closely together the Council and Commission meetings (as well as the June 28 CPAC meeting) are scheduled, there will be some overlapping and concurrent review of the goals and policies by the three groups. If requested, staff can present a final version of the goals and policies at the Commission’s July 10 meeting, and attempt to incorporate any last-minute revisions prior to the July 17 Council public hearing.

#### “Neighborhood Hubs” Discussion with Neighborhood District Associations

The “neighborhood hubs” concept is one that was mentioned prominently during the Community Vision, with Prosperity Goal Area Statement 2 calling for a “network of unique, interconnected local hubs that together make Milwaukie the livable, equitable, and sustainable community that it is.” The City is currently working with Scott Edwards Architects to develop concepts for each neighborhood, with final concepts completed in early 2019.

Staff introduced the concept to each of the City’s seven residential neighborhood district association (NDAs) at their March 2018 meeting, which was followed up by a “mind breaking” session at their May meetings to further explore the types of uses and amenities that each neighborhood would like to see in the future. Over the course of the next 8 months, City staff will work with its consultants and the NDAs to develop and refine neighborhood hub concepts that are consistent with the identity and priorities and identity of each neighborhood.

#### **June 12 Joint Session with City Council: Impacts of Emerging Technologies on Cities**

As a reminder, on June 12 University of Oregon Professor Nico Larco will be giving a presentation on how emerging technologies such as autonomous vehicles, the sharing economy, and increased automation will impact land use and transportation in cities such as Milwaukie.

Staff has invited the CPAC to join the City Council and Planning Commission for the presentation, and the public is encouraged to attend as well.

**KEY ISSUES AND QUESTIONS**

The work plan for the final two months of Block 1 work has both a tight and ambitious schedule, and will require precise coordination between staff, the public, CPAC, Planning Commission and City Council if we are to stay on track for adoption of the Comprehensive Plan by late 2019. With that in mind, staff would like feedback from the Commission on the following questions:

- 1) Are there goals and policies that need to be added, deleted, or revised?
- 2) As we move into Block 2, does the Commission have feedback on how staff can improve the process? Staff will have additional research and policy development assistance from Angelo Planning Group in Block 2, which will help reduce staff workloads.
- 3) The Commission is scheduled to hold its final work session on the Block 1 goals and policies on June 26, leading up to the July 17 Council resolution. Is the Commission interested in a brief review of the goals and policies at their July 10 meeting? The timing would be tight given the multiple meetings in late June and the July 4<sup>th</sup> holiday, but staff could likely accommodate the request by delivering the packet a few days late.

**ATTACHMENTS**

Attachments are provided as indicated by the checked boxes. All material is available for viewing upon request.

|  | PC Packet                           | Public Copies                       | E-Packet                            |
|--|-------------------------------------|-------------------------------------|-------------------------------------|
| 1. Block 1 Draft Goals and Policies as of May 10, 2018 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. CPAC Meeting 3 and 4 Summary Notes                  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. April 4 Town Hall Summary Notes                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

Key:

PC Packet = paper materials provided to Planning Commission 7 days prior to the meeting.

Public Copies = paper copies of the packet available for review at City facilities and at the Planning Commission meeting.

E-Packet = packet materials available online at <https://www.milwaukieoregon.gov/bc-pc/planning-commission-7>.

# ATTACHMENT 1

## Revised Community Involvement Goals and Policies – May 10, 2018

### **Goal 1.1 – Foster Broad and Collaborative Community Participation**

Implement and encourage practices that further community participation through the provision of comprehensive public information, consultation with the community, and direct involvement with the public, business, and collaborative partnerships.

**Policy 1.1.1** – Openly recruit members for city committees and commissions using a variety of media, channels and tactics to generate interest and encourage diverse participation.

**Policy 1.1.2** – Ensure publications and printed materials regarding current issues and proposed policies are readily accessible, allowing for input between policy-makers and the community.

**Policy 1.1.3** – Keep the community informed of opportunities for involvement using a range of outreach tactics that may include media, tabling, and direct outreach to groups.

**Policy 1.1.4** – Use emerging technologies, methods and techniques to enhance and extend community involvement.

**Policy 1.1.5** – Improve outreach and create specialized assistance to property owners, tenants, and employees in the Milwaukie Business Industrial and McLoughlin Industrial areas.

### **Goal 1.2 – Promote Inclusion and Diversity**

Support engagement practices that involve a diverse cross-section of the community, including people from a variety of geographic areas, interest areas, income, races, ethnicities, genders, sexual orientations, and all ages and abilities.

**Policy 1.2.1** – Develop methods to facilitate notification and participation in all city-related activities that aim to build engagement across Milwaukie’s diverse communities.

**Policy 1.2.2** – Provide information to the community in accessible and easy-to-understand formats, including multiple languages where appropriate.

**Policy 1.2.3** – Seek public input on major land use issues or city policy decisions through existing community organizations, such as faith groups, business associations, school districts, non-profits, service organizations and other bodies to encourage broad participation.

### **Goal 1.3 – Maintain Transparency and Accountability**

Ensure transparency and accountability in City and land use policy decision-making by maintaining access to City leadership and a commitment to equitable engagement practices.

**Policy 1.3.1** – Empower the Planning Commission to serve as the Community Involvement Advisory Committee (CIAC) to evaluate community involvement practices annually.

**Policy 1.3.2** – Establish a Comprehensive Plan Review Committee (CPRC) to assist in periodic review or major updates of the Plan.

**Policy 1.3.3** – Evaluate the success of community involvement activities regularly and make results available to the community.

**Policy 1.3.4** – Prioritize adequate funding in the planning and city budget for publicity, advertising, staff, graphic materials, or other resources necessary to support diverse community engagement and participation.

**Goal 1.4 – Uphold Neighborhood District Associations (NDA)**

Continue to support, inform, consult, and empower community members through the Milwaukee Neighborhood District Associations (NDAs).

**Policy 1.4.1** – Encourage and support NDA leadership to develop and implement strategies to nurture new leaders and increase participation while intentionally reflecting the diversity in each neighborhood.

**Policy 1.4.2** – Provide opportunities for NDAs to give relevant and effective testimony to the City Council and Planning Commission on matters affecting their neighborhoods.

**Policy 1.4.3** – Assist NDAs by providing financial assistance, subject to budgetary allocations as approved by the City Council.

**Policy 1.4.4** – Notify NDAs and solicit feedback on proposed land use actions and legislative changes as required by ordinances.

## Revised History, Arts and Culture Goals and Policies – May 10, 2018

**Goal 1: Research, celebrate, document, and protect the City's unique and diverse historic, archaeological, and cultural heritage (NOTE: PREVIOUS GOALS 1 AND 2 COMBINED).**

~~Goal 1: Research, celebrate and protect the City's unique and diverse historical, archaeological, and cultural heritage.~~

**Policy 1.1:** Work with local residents, businesses, and organizations to document and preserve Milwaukie's diverse history.

**Policy 1.2:** Recognize the Milwaukie area's indigenous cultures, people, and history that existed prior to the establishment of the city.

**Policy 1.3:** Ensure that historic preservation and documentation programs acknowledge and are representative of all cultures and time periods in Milwaukie's history.

**Policy 1.4:** Encourage appropriate memorialization of historic sites, objects, or structures through signs or plaques which convey the historic significance of a resource.

**Policy 1.5:** Provide educational materials and information regarding preservation to property owners and other interested persons.

~~Goal 2: Engage with community members to document and protect the City's historical, archaeological, and cultural resources.~~

**Policy 1.6:** Encourage the restoration and maintenance of historic resources for both continuing uses and the adaptive reuse of properties.

**Policy 1.7:** Assist property owners in applying for designation as a locally significant historic resource.

**Policy 1.8:** Pursue private and public sources of funding for use by property owners in the renovation and maintenance of historic or cultural resources.

**Policy 1.9:** Coordinate historic preservation activities with the Milwaukie Historical Society.

**Policy 1.10:** Maintain an official inventory of the City's historic and cultural resources.

**Policy 1.11:** Regularly update the inventory as additional properties become eligible for designation.

**Policy 1.12:** Ensure that City processes for inventorying, altering, removing, or demolishing resources remain consistent with state and federal criteria as well as community priorities.

**Policy 1.13:** Follow all state and federal regulations for identifying and protecting archaeological resources.

**Goal 2: Collaborate with community partners to create art and programs that reflect Milwaukie's diversity.**

**Policy 2.1:** Provide opportunities and programs for public art to be located throughout Milwaukie.

**Policy 2.2:** Commission art that reflects the diversity of Milwaukie's community.

**Policy 2.3:** Promote visual art as a means of defining vibrant public and private spaces and neighborhood identity.

**Policy 2.4:** Incentivize development sites to include spaces conducive to public events, community gathering, and the provision of public art.

**Policy 2.5:** Support a wide variety of community events that integrate the arts, showcase Milwaukie's diverse culture and history, and bring recognition and visitors to the City.

**Policy 2.6:** Reduce barriers for holding community events to encourage a diverse range of participants and types of events throughout the city.

**Goal 3: Encourage the development of creative spaces throughout Milwaukie.**

**Policy 3.1:** Make visual and performing art spaces more accessible to a diverse range of artists and residents throughout the city.

**Policy 3.2:** Assist in the identification of properties with the potential for artists and other creative spaces which are financially, geographically, and spatially accessible.

**Policy 3.3:** Partner with the Arts Committee (artMOB), local organizations, and educational institutions to market Milwaukie as a place that values the arts.

## Revised Urban Growth Management Goals and Policies – May 10, 2018

### Goal 14.1 – Regional Coordination

Coordinate with Metro, Clackamas County, Happy Valley, Portland, and other governmental agencies to manage growth and development in Milwaukie and the surrounding area.

**Policy 14.1.1** - Maintain the Urban Growth Management Agreement (UGMA) with Clackamas County as an effective tool to guide planning and growth management decisions in the area surrounding Milwaukie.

**Policy 14.1.2** - Maintain Urban Service Agreements with special service districts to ensure that the ability of the City to provide its residents with urban services is not compromised while ensuring that the community has access to excellent urban services at reasonable costs.

**Policy 14.1.3** - Maintain Intergovernmental Agreements with the cities of Portland and Happy Valley to clearly establish urban service area boundaries.

### Goal 14.2 – Milwaukie Planning Area

Identify the future urban service area and jurisdictional boundary for the City of Milwaukie in order to better coordinate planning actions.

**Policy 14.2.1** - Maintain a Milwaukie Planning Area (MPA) map that is included as part of the UGMA with Clackamas County, urban service agreements with special districts, and IGA's with adjoining cities to identify the areas for which the City of Milwaukie will be the ultimate provider of urban services or will be the coordinating body for the delivery of the services. The MPA map identifies the areas that, over time, are expected to annex to the City of Milwaukie.

**Policy 14.2.2** - Identify a Jurisdictional Impact Area (JIA) on the MPA map. The JIA is generally the area within a ½ mile of the MPA boundary and is an area under the jurisdiction of Clackamas County or a neighboring city and where their land use and transportation decisions may have a significant impact on the City of Milwaukie.

### Goal 14.3 – Urban Growth Management Agreement with Clackamas County

Use the Urban Growth Management Agreement (UGMA) with Clackamas County to enable the City to work toward annexation of areas within the MPA and to better coordinate regarding County land use and transportation decisions in the area surrounding the City.

**Policy 14.3.1** - Within the UGMA, define the procedures and responsibilities for City and County staff for the review of plans and development applications for the unincorporated areas identified in the MPA and the JIA. The UGMA may define subareas within the MPA where the City Comprehensive Plan and implementation ordinances apply and where development applications are reviewed by the City. In the areas where subareas are not designated, County planning documents and procedures shall apply.

**Policy 14.3.2** - The UGMA shall clearly acknowledge that the MPA represents the area that is envisioned as the area that will ultimately be annexed to the City and come under City jurisdiction.



#### **Goal 14.4 – Annexation**

Annex lands within the Milwaukie Planning Area.

**Policy 14.4.1** - Maintain a proactive annexation program that encourages and promotes annexation to the City of Milwaukie.

**Policy 14.4.2** - Develop annexation plans and consider the use of financial and service incentives to promote annexation of land within the MPA.

**Policy 14.4.3** - Ensure that annexation programs respect Milwaukie’s community identity and do not result in a diminished level of service for current Milwaukie residents.

**Policy 14.4.4** - As part of the overall annexation program, annex properties that are surrounded by land within the incorporated city limits.

**Policy 14.4.5** - Require annexation where properties receive or utilize City services.

**Policy 14.4.6** - Support City annexation of property within the MPA and oppose annexation of land within the MPA by another city.

#### **Goal 14.5 – Urban Services**

The City of Milwaukie will coordinate the provision of urban services for land within the MPA.

**Policy 14.5.1** - Coordinate with special districts to ensure that the full range of urban services are available while ensuring that the City’s ability to provide services within the MPA is not compromised.

**Policy 14.5.2** - Unless created in partnership with the City, oppose any new special service district or the expansion of a special service district within the MPA.

**Policy 14.5.3** - Unless established through an intergovernmental agreement, oppose efforts by another City to provide urban services within the MPA.

**Policy 14.5.4** - While implementing the community vision to create a highly livable city, seek cost-effective means of providing urban service to properties within the MPA.

**Policy 14.5.5** - Coordinate with Clackamas County and special service districts to maintain an integrated public facilities plan (PFP) for the MPA. The PFP shall clearly state who has responsibility for each urban service in the MPA.

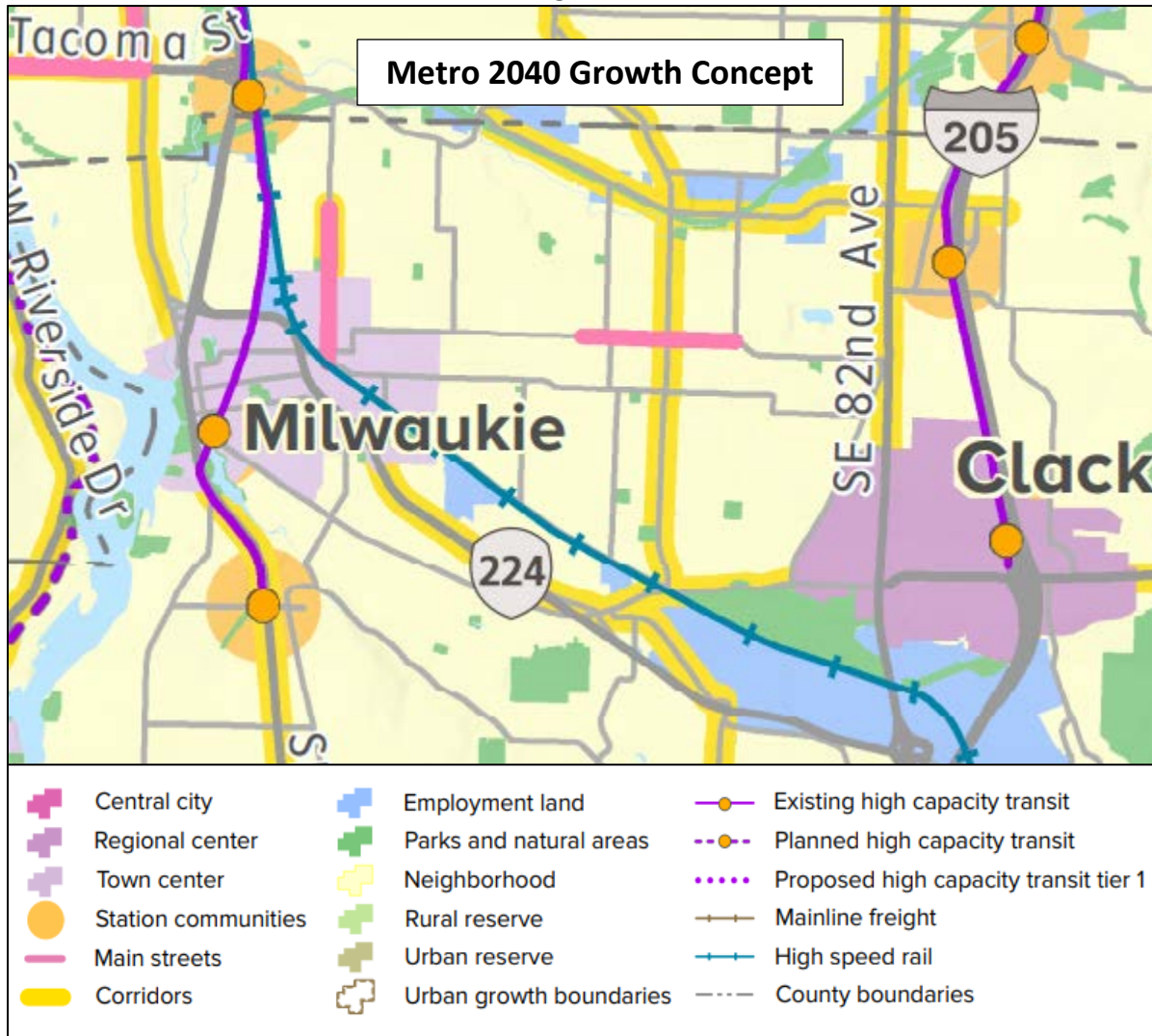
#### **Goal 14.6 – Urban Form**

Ensure that the City of Milwaukie (City) maintains an urban form that supports a highly livable community and the efficient use of land and resources.

**Policy 14.6.1** - Support and implement key aspects of the Metro 2040 Growth Concept for Milwaukie and the surrounding area (see Figure 14.1.1) that help protect resource lands outside of the regional urban growth boundary (UGB) and achieve an efficient and transit-friendly urban form inside the UGB.

**Policy 14.6.2** - To use land more efficiently, encourage infill on underutilized parcels and encourage intensification or redevelopment of land and buildings in the downtown, mixed use districts, and areas designated for commercial, industrial or employment use.

Figure 14.1-1



- Town Center – Downtown and Central Milwaukie
- Station Center – Downtown, Tacoma Station, Park Avenue, and the Clackamas Town Center
- Regional Center – Clackamas Town Center
- Employment Land – along highway 224 and Johnson Creek Blvd;
- Main Street – Portions of 32<sup>nd</sup> Ave and King Rd
- Corridors – McLoughlin Ave, Highway 224, Johnson Creek Blvd, Linwood Ave, Harmony Rd and a portion of 32<sup>nd</sup> Ave and Lake Rd.

## Revised Economic Development Goals and Policies – May 10, 2018

### Goal 10.1 – Current and Future Economic Land Use

Provide a diverse range of uses, services and amenities that contribute to a sustainable, equitable and resilient economy and are nimble to changing land uses and technology.

**Policy 10.1.1** – Coordinate the City’s economic strategies and targeted industries with those in the Milwaukie Planning Area and surrounding communities.

**Policy 10.1.2** – Adapt to industry trends and emerging technologies that have the potential to affect employment, land use, and infrastructure needs, such as automation, the sharing economy, autonomous vehicles and other future technological advances.

**Policy 10.1.3** – Develop strategies to help stabilize existing businesses in areas experiencing increased investment and redevelopment.

**Policy 10.1.4** - Diversify the City’s local businesses and traded sector industries in an effort to strengthen economic resiliency in the event of a natural or economic disaster.

**Policy 10.1.5**– Focus industrial and manufacturing uses in the City’s three major industrial and employment areas along Johnson Creek Blvd, Highway 99-E and Highway 224, with limited light manufacturing uses permitted in the City’s mixed-use and commercial zones.

**Policy 10.1.6** –Provide additional flexibility for shared/flex spaces, co-working, artist space and other emerging and non-traditional uses in underutilized industrial areas.

**Policy 10.1.7** – Incentivize the creation of community amenities such as green spaces and gathering places within commercial and employment areas.

**Policy 10.1.8** – Facilitate the development of housing that meets the needs of local employees across a wide range of price ranges and housing types.

**Policy 10.1.9** – Create a series of distinct neighborhood hubs that reflect local identity and priorities and that local residents can walk or bike to.

**Policy 10.1.10** – Make Downtown Milwaukie a regional attraction with uses and amenities that capitalize on its proximity to the Willamette waterfront and multimodal transportation options.

### Goal 10.2 – Economic Land Supply

Provide an adequate supply of land with access to reliable public services that meets the City’s economic and employment needs.

**Policy 10.2.1** – Maintain a database of the City’s vacant and redevelopable employment land to help inform short-term and long-term economic growth.

**Policy 10.2.2** – Improve infrastructure and utilities throughout the City in a manner that facilitates greater economic development and prepares the City for potential disruptions to the power grid, food sources, and water/sewer system.

**Policy 10.2.3** – Help businesses flourish in Milwaukie, either on their current site or on sites that provide more opportunity for growth and expansion.

**Policy 10.2.4** – Support increased employment density in the City’s industrial and commercial areas through adaptive reuse, infill development and site intensification

**Policy 10.2.5** – Accommodate more of the City’s projected employment growth within home-based businesses.

**Policy 10.2.6** – Identify resources for the study and clean-up of brownfields and other contaminated sites.

**Goal 10.3 – Workforce, Training, and Collaboration**

Help local businesses attract and develop a skilled workforce that positions Milwaukie to be one of the strongest economies in the region.

**Policy 10.3.1** – Partner with state and regional agencies, local businesses, non-profits, and educational institutions to help provide the workforce and training needed to make Milwaukie businesses competitive in the region and beyond.

**Policy 10.3.2** – Focus recruiting and marketing efforts on businesses that can capitalize on existing industry clusters or serve an identified but missing community need

**Policy 10.3.3** – Attract and foster businesses that provide family-wage jobs for employees in a variety of different industries.

**Policy 10.3.4** – Develop strategies to encourage entrepreneurship, business incubation, and the sharing of ideas and resources.

**Policy 10.3.5** – Encourage services and amenities such as child care, community centers, restaurants and fresh food sources that reduce transportation costs and make Milwaukie an attractive place for both employees and residents.



## MEETING SUMMARY

### **Members Present**

Albert Chen, Ben Rousseau, Bryce Magorian, Daniel Eisenbeis, Elizabeth Start, Everett Wild, Howie Oakes, Jessica Neu, Joe Gillock, Neil Hankerson, Rebecca Hayes, Sara Busickio, Stacy Johnson, Stephan Lashbrook

### **Members Not Able to Attend**

Chris Haberman, Celestina DiMauro, Matthew Bibeau

### **City of Milwaukie**

City Council: Mark Gamba, Mayor; Lisa Batey, Council President  
Planning Commission: Kim Travis, Planning Commission Chair  
City Manager: Ann Ober  
Planning Department: David Levitan, Denny Egner, and Mary Heberling

### **Envirolssues**

Kirstin Greene

### **Others Present**

Greg Hemer, Planning Commission  
Elvis Clark

*Conversation and questions/answers are summarized by agenda item below. Raw flipchart notes are attached as an appendix to this summary (Appendix A, respectively). Meeting Evaluations are included as Appendix B.*

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### **WELCOME/RECAP**

Mayor Mark Gamba and David Levitan, Senior Planner opened the meeting and welcomed members of the Comprehensive Plan Advisory Committee (CPAC). They thanked participants for being there that night. Mayor Gamba noted that the committee had two new members. They were brought on to adhere to the current Comprehensive Plan that noted that this committee should have members from each neighborhood. These two new members have helped the committee meet that requirement and will be representing the Hector Campbell neighborhood and Ardenwald neighborhood.

Kirstin Greene asked if anyone had any changes from the CPAC Meeting #2 meeting summary. No one had any suggestions at the time. She asked members to email David with any corrections within a week. At that time they will be considered final.

### **COMMUNITY ENGAGEMENT PLAN**

Kirstin gave an overview of the draft community engagement plan. She said she was presenting it for CPAC members guidance in a few particular areas. Components include: communications and community engagement objectives; key messages; demographics around race and ethnicity, community

members with disabilities, and income and employment; stakeholder interests; strategies; and evaluation metrics.

- Questions/Comments

- Lisa Batey: We've had problems with Clackamas County where they aren't always giving us data that is solely related to the city limits of Milwaukie. Is this demographic data from North Clackamas School District (NCSD) just the City of Milwaukie or the whole county?
  - *Kirstin: Good question, we'll need to look further into that.*
  - *Stacy Johnson: The immersion schools are a feeder school for Milwaukie (El Puente, Riverside Elementary, and Alder Creek Middle School) may bring up that Latino population because they are getting children from all of Clackamas County, not just Milwaukie.*
- Lisa Batey: Exceed Enterprises in Milwaukie works with people with disabilities. May be a good resource.
- Ben Rousseau: In the Vision process we talked about working with the Native American community. I think there is a need for engagement with this community.
  - *Lisa: The North Clackamas Parks and Recreation District (NCPRD) is planning on doing this.*
  - *Ann Ober: Art Mob is also planning on doing that.*
  - *Kirstin: Could be an opportunity for a collaborative approach there.*
- Ben: There was mention before about holding a separate town hall for just people of color, is that correct?
  - *Liz Start: That was my idea. It's more of a way to create a safe space for people and making sure we hear them fully. We want to make sure they are not drowned out.*
- Kim Travis: Question on first page, purpose paragraph – establish a schedule for implementation, is that for the comp plan or for this engagement plan?
  - *Kirstin: It is for the engagement plan. We could potentially turn it into a Gantt chart and share a timeline for the engagement plan.*
- Bryce Magorian: On the evaluation metrics, the first two metrics for the first objective seem too large to handle. Might be better to just do a "yes or no" type question to see if we're on the right track.
- Ben: Involvement with Neighborhood District Associations (NDAs) – do you have talking points on how to engage with the neighborhoods?
  - *David Levitan: Mary and I will be going out ourselves to the NDAs this month for a status update. In short term, staff will make those talking points. We would like you to meet more NDA members and be more involved if possible. Generally, serve in a liaison role.*
  - *Ben: I would find it more purposeful if we could have some points to bring up that we discussed at the previous CPAC meetings when we attend NDA meetings.*
  - *Kirstin: Staff and I can work on creating talking points to provide to you all with the summary of each CPAC meeting.*
- Ben: I've been at a few events recently where they used text messages to get on an email list. It may even be able to text back a link. This may help with easy engagement.
  - *Kirstin: We tried this during the vision, I can talk with staff about looking into it again.*
- Liz: Might be good to host a seniors event, like at the senior center.

- Dan Eisenbeis: There may be opportunities for outreach where nodes of people waiting could be reached: farmers market, max stops, transit stops. These may be places for one-on-one engagement. We should also list Trimet as a partner. We could also partner with Meals on Wheels or Ride Connection for senior citizen engagement.
- *Kirstin thanked members for their guidance and said that these would help inform the final plan.*

## **GOVERNANCE IN MILWAUKIE AND THE ROLE OF THE COMP PLAN**

### ***Ann Ober, City Manager Presentation***

- The government has shifted a lot in the past 30 years.
- When we are coming up with language for the comp plan, it's better to give us what to achieve, but not how. Because the "how" may change over the next 20 years. We want them to have enough flexibility to make it work over time.
- Types of City Governance
  - Commission – Portland is the largest city in the US to have a commission gov't
  - Most major cities have strong mayor form of government
  - Council/City Manager is what Milwaukie has, and most smaller cities
    - This means the mayor chairs the council – they come up with policies
    - City Manager runs the administration – council will give us goals and it's my job to figure out how to do that
- General Constraints and Opportunities
  - We have a lot of cost constraints, cost of living keeps going up and then we have less money to work with.
    - *Mayor Gamba: Cost of running is going up faster than we have money for and so we have less to work with on more "fun" projects.*
    - *Ann: There are partnership opportunities in the Comp Plan and may help us achieve goals where the City has constraints.*
  - Historical legal requirements
    - We have building codes that we don't control. If we did, I would. State is 100% in control.
  - Culture
    - We're different and changing. Not just in the community, but in City staff as well.
  - Technical committee support
    - I don't expect you all (CPAC) to know everything. We have staff and experts that can vet some of these things that we don't know.

### ***Denny Egner, Planning Director Presentation***

- How do you implement a Comp Plan and write the policies?
- Both the state and Metro have policies that affect city policies. Such as the 19 Statewide Planning Goals.
- City Council goals and the vision and action plan also affect the comp plan
- Comp Plan has policies in a variety of topics (economic development, urban design, health, housing, etc.)

- Documents that come out of Comp Plan: land use map, land use code, and programs and projects. We identify projects most in our ancillary (supporting) documents to the comp plan (such as the Transportation System Plan, our parks plans, etc.)
- We expect to be touching some of those ancillary documents.
  - *Ann: You'll find these ancillary documents all over the City departments. Planning is only 5 employees. We have these ancillary documents to the Comp Plan to bring in the other departments and their goals/policies.*
- Projects are build X street, build X water line, put in bike lanes. Programs are activities: put in a program to teach children about planning, etc.
- The Comp Plan consists mostly of plan policies, they are often set up with goals, objectives and policies. There are two types of policies:
  - Aspiration – wording similar to the vision. Broad statements. Language like: should, encourage, recommend.
  - Regulatory – type of language we find in zoning ordinance. Shall language.
  - We need to be aware of the words that go into the plan and how they are interpreted.
    - Examples:
      - Regulatory: “Neighborhood commercial areas *shall* be located on collector streets.”
      - Aspiration: “Neighborhood commercial areas *should* be located in areas that serve the surrounding neighborhood community.”
- Role of CPAC
  - The City is looking to the CPAC for direction, but not to necessarily write all policies.
  - Staff will provide much of the draft policy language and the CPAC will provide the basic direction. Staff will carry the weight of draft language with the associated amount of regulatory vs. aspirational information for your review.
- Questions
  - Bryce: Aspiration vs regulatory – So if we want something done we should write it as regulatory language?
    - *Ann: Think about this, we attached the master plan of the library to the current Comp Plan. That made it regulatory. Now we are trying to rebuild the library. This plan was 20 years old and not what people want anymore and makes it harder for us to make changes to it. Costs money and extra staff time to do that. We need the flexibility in policies for examples like this one.*
    - *Kirstin: CPAC, as you see the draft policies emerge, ask staff why they wrote the policies the way they are written. Why is there a shall or should? They will give you the reasons why.*
    - *Denny: Identify the best strategies. I think that is the best way to look at it. Some policies will be regulatory, but we will be careful when we identify those. There is nothing wrong with aspirational policies and then we figure out a way to get them done.*
  - Albert: Clarification – ancillary documents, is it our role to look at them?
    - *Denny – We will bring some ancillary documents to you that will be related. We may come up with language to say to update certain ancillary documents too.*
  - Ben: Is it on us to decide if the policy is regulatory or aspiration?



- *Kirstin – That’s a staff lead. It is your job to come up with ideas and we craft the language. You don’t have to try and know the depths of planning implementation language.*
- *Ben – so this committee has a decision on what is regulatory or not?*
  - *Denny: Yes, we encourage you to tell us what you think.*
  - *Ann: We can’t do everything as shall. If the Milwaukie we want to see can’t be done without a shall. Make that really clear and why.*
  - *Mayor: If something isn’t a shall or regulatory, what even triggers staff to go to the Comp Plan and do those policies?*
    - *Ann: This has in the past been only a planning document, and everyone else knew less about it. We want to make this a broader document. We want to make sure this is judiciously reviewed by all departments.*
- Dan: So there are state goals that are regulatory and then beyond those the City has more control to do other things?
  - *Kirstin – Yes. Some are required (allowing for housing and employment land); you can be more expansive on topics such as community culture.*

#### **DISCUSSION ON BLOCK 1 TOPICS**

Committee members met in small groups to discuss precedent and Milwaukie Vision plus existing Comp Plan policies in detail.

#### **REPORTS BACK AND DISCUSSION ON FOUR TOPICS**

Each small group reported back on the notes taken on the discussions around each of the four topic areas.

- ***Economic Development – David***
  - How do we meet employment projection? How do we grow a Milwaukie economy that is consistent with the Vision?
    - Reduce commute times
    - Maximize scarce land supply
    - Increase employment density
    - Automation and emerging technology
    - Stability and resiliency of the economy
    - Encourage partnerships with existing chamber of commerce or create a Milwaukie specific chamber
    - Create pathways to prosperity
  - Town Hall – provide a segue to neighborhood hubs concept
- ***Urbanization/Growth Management – Denny***
  - Policies in current comp plan are not bad, just have not been followed by the City
  - The group thinks it’s a good idea to say we’ll annex all the way to I-205
  - Should we provide office fiber?
  - Oak Grove? It is not in our proposed service area. Should there be a conversation with the County about that?
  - Tighten language in the Urban Growth Management Area (UGMA) in how development occurs and how it should annex into the City

- Keep some policies that are stronger about having to annex to get City services
- Town hall – this will be a difficult topic to discuss easily for people
- **Arts/Culture – CPAC Members Albert, Lisa, Bryce**
  - Historic properties list – how do we incentivize people to put properties on the historic properties list?
    - Look at adaptive reuse as an option
    - Honor history, but be inclusive – note problems with buildings/statues memorializing racist history
    - Historic signs throughout the City
  - Promote local businesses owned by local residents
  - Diversify the food source
    - Nodes could be hubs for small vendors/other food sources
  - Honoring Native American art and telling their story
  - Affordable places for artists
  - Encouraging collaborative efforts
  - Encouraging placemaking – having a place that allows for people to take part in collective activity
  - Not forgetting about the performing arts
- **Public Involvement – Mary**
  - Issue with term “citizen” involvement – change to public involvement
  - Is detailed discussion of NDA’s appropriate for Comp Plan section or is it more programmatic?
    - Note that NDA’s are important but just one component of public involvement
    - Don’t have NDA policy at the very beginning of the chapter
  - More language on technology and its role in disseminating information
  - Need a policy on a citizen involvement committee – who should it be?
  - Have youth as a specific policy?
  - Culturally specific and translated materials
  - Town Hall
    - NDA’s
    - Equity/Inclusion
    - How do you get involved?
    - Do we want to do a community survey?
    - More information on renters vs owners (don’t currently have much on renters)

#### **NEXT STEPS, TOWN HALL FORMAT, CPAC ROLES**

- All of this info from the discussions will be taken to the Town Hall
- CPAC members will be needed to help facilitate/take notes at the Town Hall
- Help spread the word out about the Town Hall.
- Ben: Are youth allowed at the Town Hall?
  - *Kirstin – Yes, we encourage all to come. Childcare will also be provided for those who want it.*

#### **Adjourn**

David adjourned the meeting at 9:00pm.

## APPENDIX A. RAW FLIPCHART NOTES

### Public Involvement

- “Citizen” – switch to:
  - Resident, business owners, \*people that live/work in Milwaukie
    - List these in the Objective of Chapter 1 and then in policies for rest of the chapter
    - Could use a variety of language (public, community member, etc.)
- NDAs
  - Is it still relevant? Will they be in 20 years?
  - Best outlet for citizens to go when they have concerns?
  - Reorder – take out of Objective 1
  - \*NDAs are an important role to disseminate info
- Objective 2 – Broad Public Participation
  - Move to be Objective 1
- Objective 4 – Move to Chapter 2
  - Get rid of most of Chapter 2 since that language is in the land use code already
- Planning Commission as the Community Involvement Committee/Comp Plan Review Committee?
  - Already staffed/less budget concerns
  - Have Kim go back to Planning Commission and see what they think
  - Role: keeper of document, reflects back to Council about how we are meeting goals/etc.
- Missing?
  - \*Youth
    - Maybe don’t call out specifically
    - Hard to get them involved
    - Incorporate in existing policy vs it’s own policy
  - Culturally specific/translated materials
- Big Ticket Items for Town Hall
  - NDAs
  - Equity/Inclusion
  - How do you get involved?
  - Planning Commission as CIC/CPRC?
  - Community survey
  - Renters vs. Owners?
    - Policy or program?

### Urbanization & Growth Management

- Services – who pays? Why annex?
- Oak Grove?
- Offer fiber
- Library serves twice the population
- Explore UGMA expansion
- Language around service planning

- Create strong language requiring annexation of developing properties
- Development in UGMA to City standards
  - Road connectivity
- Objective 1 = unified services
- Open house question = UGMA + annexation
  - Tough to explain for open house
- Provide fullest set of services that we can
- Restrict services to City residents
  - Fiber – need to annex to get service
- Don't be too prescriptive with uses – retail
- Do you think the City should annex land to ensure everyone is paying their fair share for services?

### Economy

- Big question: How do we meet projected 6,000-7,000 new jobs in next 20 years in way that respect Milwaukie values and priorities?
- How do we reduce commute times?
- How do we maximize use of scarce land supply?
  - Go up (industrial/commercial)
- How do we increase employment density in our large warehouses?
- How do we account for automation/emerging technology? Are there industry sectors we can focus on to abate this trend?
- How do we prioritize stability/resiliency of economy?
  - Environmentally sensitive manufacturing (from Vision)
  - Family wage jobs?
- We should prioritize businesses that are connected to and invested in local community
- Can we create incentives for businesses to hire local?
  - Employer homebuying program & others; how can City support
- How do we create a mix of uses that can capitalize on one another (live, work, spend money in town)?
- Chamber as partner to encourage local networking and patronage of local business (or create Milwaukie-specific)
- Make sure to focus on environmental impacts when attracting new businesses or supporting expansions
- How do we reconcile EOA targeted industries or craft/industrial uses & their impacts on natural environment & residential neighborhoods?
- What else besides zoning can City do to influence type of uses in commercial/industrial areas?
- Can City develop a screening tool or checklist for evaluating business impacts on livability & other items called out in Vision (pathways to prosperity, access to local food, etc.)?
- Neighborhood hubs
  - How do we encourage local cafes/produce stands & not just new liquor stores?
  - What can City do to support these types of uses? How can we identify businesses with opportunity to succeed?
- A) Encourage reuse of existing residentially-zoned commercial buildings as hubs.

- What type of business can survive/thrive in established residential neighborhoods?
- Is additional density needed to support new uses?
  - Do we want residential status quo with new businesses that work?

OR

B) Workforce housing – important for people to live close to where they work

- Encourage partnerships/internships with local educational institutions & businesses

### Arts & Culture

- As reported in the staff worksheets; much of the existing history section is good. Needs amplification, support through programmatic attention as a next step/ implementing measure
  - Revisit the Design and Landmarks Commission – subset of the PC
- Provide incentives to list one's property
- Can adaptive reuse allowances make it easier for folks to list? See Los Angeles' description
- Reflect race and history. What did exclusion mean? How do we preserve important history while going forward as an inclusive city?
- Encourage art events, innovation throughout the City
- Include tree preservation/program/heritage trees.
- Memorialize history with signage – keep policy 4 as is.
- Promote local businesses that are owned by local owners
- Re. Nodes, allow for smaller sizes for grocers
- Encourage Pikes Place market type or McMinnville Granary District type location for smaller vendors
- Like Goal Statement #1; along those lines, honor Native Art and history – tell the story
- Representation matters – tell the stories: Chinese, Japanese, African-American Settlers (George Washington!) Milwaukie was a town of immigrants
- Affordable places for artists. Like Pasadena's
- Like El Cerritos example; visual art throughout
- Like Goal Statement #3
- Local Milwaukie based artists to create signature art/buildings
- Correct "weaved" throughout to woven
- 1.1 Support community culture; encourage collaborative effort
- Encourage placemaking; unique identities: places where people are and feel welcome, accepted, engaged
- Remember and include reference to performing arts; e.g., the New Century Players

Appendix B Meeting Evaluations

**Meeting #3**

**March 5, 2018**

**Committee Evaluation Form Responses (16)**

|                                   |                 |                      |                   |                      |                 |
|-----------------------------------|-----------------|----------------------|-------------------|----------------------|-----------------|
| <b>1. Overall meeting quality</b> | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 | 1                    | 11                | 4                    |                 |
| <b>2. Pacing</b>                  | <b>Too slow</b> | <b>A little slow</b> | <b>Just right</b> | <b>A little fast</b> | <b>Too fast</b> |
|                                   |                 | 3                    | 8                 | 5                    |                 |
| <b>3. Presentations</b>           | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 | 3                    | 11                | 3                    |                 |
| <b>4. Meeting materials</b>       | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 9                 | 7                    |                 |
| <b>5. Discussion</b>              | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 9                 | 7                    |                 |

**6. Most useful?**

- Ann and Denny’s presentation clarifying role and scope of CPAC
- Large group discussion
- Focusing the group on the idea of shall v should
- Discussions
- Small group discussion
- The elaboration of our roles as CPAC members is especially useful!
- Ann Ober gave excellent background information that was helpful to lay some parameters
- It is all useful I would say clarification on the roles of CPAC was very helpful
- The matrix from staff to guide the breakout discussions was very useful
- Small group conversations and Ann’s presentation was a good introduction to her interest and perspectives as we go through the process
- Excellent materials and examples from other communities
- Discussion of each section in small groups

**7. Least useful?**

- Tough to run through Block 1 Doc in an hour
- Staff presentations – too long, too prescriptive
- Everything was useful
- Shall / should conversation was good/interesting, but needed to be explained a little better/discussed longer
- Continued conversation on shall v should

- Community engagement plan segment felt rushed and “half-baked” – should have been a more robust discussion or been included at a different point in the process
- Least tasteful – left a bad taste in my mouth about business property tax and city budgets. It felt out of tune and a strange mandate, as in the point of this exercise is to make decisions that increase the City budget. Don’t make recommendations that would reduce the business property tax
- Too much staff presentation at the beginning
- Explanation of all our limitations and what we shouldn’t be doing.

#### **8. Additional suggestions**

- Would be very nice to have notes of meeting much quicker. It is good to hear what people have to say; however, some do seem to take over most of the conversation. This is not to complain. I would like to see a little more conversation from all members.
- I appreciate the difficulty city staff must face to realize all our “should” and “shalls” but I think we are right to be concerned about things getting shelved if there are no mechanisms included that mandate action and/or review of the plan. I would recommend spending list time explaining what we can’t or shouldn’t be doing, and more time encouraging us to be ambitious and aspirational for our future. To our diligent and often thankless city planners, I would say that I welcome documents that explain the challenges we face. From there, we can devise solutions. General discussion, though is unhelpful.

## DRAFT MEETING SUMMARY

### **Members Present**

Albert Chen, Ben Rousseau, Bryce Magorian, Celestina DiMauro, Liz Start, Everett Wild, Howie Oakes, Jessica Neu, Joe Gillock, Matthew Bibeau, Neil Hankerson, Rebecca Hayes, Sara Busickio, Stacy Johnson

### **Members Not Able to Attend**

Chris Haberman, Daniel Eisenbeis, and Stephan Lashbrook

### **City of Milwaukie**

Mark Gamba, Mayor; Councilor Lisa Batey  
Alma Flores, Community Development Director  
David Levitan, Denny Egner, and Mary Heberling, Jen Davidson; Planning Department

### **EnviroIssues**

Kirstin Greene  
Emma Sagor

*Conversation and questions/answers are summarized by agenda item below. Raw flipchart notes are attached as an appendix to this summary (Appendix A, respectively).*

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### **WELCOME/UPDATES**

David Levitan, Senior Planner, and Mayor Mark Gamba opened the meeting and welcomed members of the Comprehensive Plan Advisory Committee (CPAC). They thanked participants for being there that night. Mayor Gamba talked about the agenda for the meeting that night. He was pleased with the Town Hall in April. He sees the Comprehensive Plan being a nice transition from the Vision. David listed off upcoming outreach with the Neighborhood District Associations (NDA) and encouraged CPAC members to attend the meetings in May. He mentioned the addition of consultants to the Comprehensive Plan process and they will begin to be involved in the 2<sup>nd</sup> block of topics. Scott Edwards Architecture will be helping on the Neighborhood Nodes concepts and will be with staff at the NDA meetings in May. He also wants the CPAC to be extra helpful in public participation and outreach in the coming months.

Kirstin Greene updated the CPAC on her new job with Department of Land and Conservation and Development (DLCD) at the State. She will be leaving EnviroIssues and won't be working on the Comprehensive Plan, but it will transition to Emma Sagor with EnviroIssues. Emma mentioned being excited to work more with everyone.

### **RECAP OF TOWN HALL**

Kirstin reminded everyone that at the Town Hall the City staff and CPAC heard a lot of implementation ideas and actions. She wanted to make sure CPAC members were reminded about City staff keeping an implementation and actions list to look towards beyond the Comprehensive Plan.



Emma provided a summary of the Town Hall stating that about 120 people came out and was incredibly successful. Next time the Town Hall and the Online Open House will be run at the same time. Simultaneous translation was provided and there was a Spanish speaking only table with about 20 community members. Around 25 comment form were provided after the Town Hall. She then summarized comments heard about each Comprehensive Plan topic. They are summarized below:

- Community Involvement
  - Promote language accessibility
  - Reduce barriers to engagement
  - Utilize a range of engagement tools
  - Engage all ages, increase diversity
  - Increase NDA visibility and inclusivity
- History, Arts and Culture
  - Promote arts/culture activities
  - Celebrate diversity through community art
  - Create spaces for art/culture and leverage existing assets
  - Measure neighborhood access to art
  - Incorporate history into planning
    - **Kirstin** – *In particular, we need to remember Native American culture as part of Milwaukie’s history.*
- Urban Growth Management
  - Implement proactive, benefits-focused annexation strategy (better infrastructure and services)
  - Consider annexation barriers (financial, etc.)
  - Support mix of uses and compact urban form in mixed-use areas
  - Preserve green space
  - Balance growth with quality of life
- Economic Development
  - Support local entrepreneurs
  - Diversify economy
  - Ensure development reflects Milwaukie values
  - Invest in downtown/waterfront
  - Make zoning flexible
  - Develop neighborhood nodes as “gathering spaces”

#### Questions and Comments about Town Hall Recap

- **Matthew Bibeau** – What’s going on with the wastewater treatment plant at Milwaukie Bay Park?
  - **Lisa Batey** – *In 2005 we had a plan to get rid of it, but it was undone and is not going anywhere. Lots of history. The City and neighborhoods have worked on vegetated screening and odor issues are under control. The 2005 plan was called the Clean Water Project.*
  - **Neil Hankerson** – *I’m on the committee working with the wastewater plant and they will be getting rid of 80% of the odor. They are going to put in millions of dollars into the plant over the next 5 years. Don’t see it moving due to all the money they are putting into it.*
  - **Denny Egner** – *We do have a policy that discourages expansions of the plan, but will need to be discussed more.*
  - **Lisa** – *There are some nice examples of enclosed plants out there we could look at.*

- **Everett Wild** – Page 3 of the Town Hall Summary about how the annexation strategy should focus on the eastern boundary. Page 5 says growth should happen to the south then east. Should we be consistent here?
  - **Howie Oakes** – *That was probably my group. We thought the southern area made more sense. It's more of the southeaster area.*
    - **Stacy Johnson** – *That area could catch all the people that go to the schools over there. Good idea.*
  - **Emma Sagor** – *Yes, it should be consistent. Might not have been captured form the take-aways at the end of the town hall. We'll update that.*
- **Celestina DiMauro** – I wanted to know about feedback from the Town Hall on thoughts around density.
  - **Ben Rouseau** – *My table had initial reservations, then brought up missing middle type housing and they got excited. Wanted height to stay lower too and would support design constraints.*
  - **Howie** – *Everybody was in support of increased density in their neighborhood, but had the same design concerns as Ben. Also concerned about height and don't want to be like Division St.*
  - **Celestina** – *Did they understand the need for more units to create affordability?*
    - **Howie** – *Yes, my table did.*

## DRAFT POLICIES OVERVIEW/DISCUSSION

City staff briefly went over each section of the revised policies for the CPAC. CPAC members were then able to comment and ask questions. The comments and questions are summarized below:

### Community Involvement

- **Rebecca Hayes** – In Goal 1.2, should include people with a variety of “incomes” and change “people with disabilities” to “all ages and abilities.” We should also be adding language for accessibility protocols.
- **Stacy** – Goal 1.3, should use stronger language than “Encourage.” Think transparency is really important.
  - **Kirstin** – *From the Vision access to government was key. We could add more to that.*
- **Alma Flores** – I don't see any language in here about businesses. 2 of the NDAs are business districts and there isn't anything in there about them.
  - **Mary Heberling** – *Policy 1.2.3 does talk about engaging Business associations, but we can add more language for business engagement.*
  - **Denny** – *The NDA map may not be the way we want to do business involvement. Might not be the right territory.*
  - **Kirstin** – *Does anyone have any thoughts on Business engagement?*
    - **Neil** – *For small businesses it's hard. They can't meet during the day and leave at night to go home. Maybe there are better ways to communicate with other technologies?*
      - **Howie** – *This is same for the community too. Especially NDAs. They need to increase participation in general.*
- **Stacy** – I think it's important to solicit feedback from NDAs and also engage with them and come to have conversations with them.

### Arts and Culture

- **Stacy** – I don't reach diversity here at all. Maybe talk more about our Native Americans.
  - **Jen Davidson** – *We want to include different types of diversity in these policies, including cultural diversity, spatial diversity, and so forth. The range of policies try to speak to these different types of diversity.*
  - **Liz** – *I think we need to include more diversity. It was brought up at my town hall table for Arts and Culture.*
- **Rebecca** – Policy 3.5, this is not clear. What does this mean?
  - **David** – *If we're encouraging all different types of groups/cultures, we want that process to be as easy and welcoming as possible. Streamlining it. Example, like a block party.*
    - **Matthew** – *Does Milwaukie have a permit for street closures?*
      - **Lisa** – *Yes, we do and there is no fee.*
- **Everett** – Policy 3.3, is this referring to new development? I think this needs more teeth, an incentive or mandate for developers.
  - **Lisa** – *We don't seem to call for private art. We could require private development to add art.*
  - **Ben** – *Community connection was big in the Vision process. Requiring community spaces for private development could get us to meet that. Is a policy in the Comp Plan a good place for it though?*
    - **Denny** – *Would be a good place in the land use code for a requirement.*
  - **Mayor Gamba** – *Might be worth exploring how Portland is getting what they're getting through development.*
- **Albert Chen** – Policy 4.2: Someone at my town hall table talked about creating affordable spaces for artists in old industrial buildings.
  - **Everett** – *I think it's also important to say "affordable properties." Also should add something about affordable live/work spaces.*
  - **Mayor Gamba** – *The old idea of organically created artist spaces won't happen anymore. We need to be proactive to create spaces for this.*
    - **Sarah Busickio** – *There are lots of different types of artists that does this as a hobby, not a profession. My town hall table would support an art tax. We also need space for musicians. Need a range of artist spaces.*
      - **Liz** – *Need to make sure we support artists of color. Make sure it's not only for the privileged.*
- **Celestina** – I do think there is overlap between Goals 3 and 4. Maybe change Goal 4 to be more diversity oriented instead.
- **Bryce Magorian** – Goals 1 and 2 seem to overlap most me. I don't think we need two goals. Make one just about history. Keep the title as "History, Arts and Culture."

#### Urban Growth Management

- **Howie** – Policy 14.4.5 says "This may include planning and permitting services for properties in the MPA." For developers, I like this idea. For individuals, could be hard for them.
  - **Denny** – *This is meant to capture initially the larger properties in the UGMA.*
- **Rebecca** – Policy 14.6.2, is this meant for commercial, residential, etc.?
  - **Denny** – *Underutilized parcels are any zone. We are zoned for more intense use everywhere. How to require it is the question.*

- **Alma** – How will our zoning code reflect annexation?
  - **Denny** – *Now the code shows which zone it will annex to from the County zone.*
- **Mayor Gamba** – Could we in agreement with the County cause them to use the City’s code and zone in the UGMA since it is, in the future, supposed to be ours?
  - **Denny** – *Think it would be hard to do and complicated.*
- **Matthew** – **Does the County have a comp plan?**
  - **Denny** – *Yes, it does.*
- **Alma** – A big policy question around this is to think about the City providing fire, parks and rec, etc. Services that the City could incentivize people to annex.

### **Economic Development**

- **Stacy** – Policy 10.5.5 seems like it should be in housing, not here.
  - **Bryce** – *Getting into more specifics here would be good. Maybe that comes from an auxiliary document.*
- **Matthew** – In Policy 10.5.10, think “food mart” should be reworded.
- **Everett** – I think we can bring more teeth to these policies. Use more action verbs like, “Create tools,” “encourage studies,” “through zoning.” Hard to see that these create any sort of action. Sound like broad vision statements, not policies.
- **Matthew** – We need policies that reflect economic decline and how the City will deal with it.
- **Liz** – Has the City ever thought about requiring local businesses vs other “big businesses?”
  - **Mayor Gamba** – *That is really hard to do legally.*
- **Rebecca** – Is there a way we can add age friendly language?
  - **Mayor Gamba** – *Can you flesh that out?*
    - **Rebecca** – *Say in housing, people want to age in place and need to have resources near them.*
- **Ben** – Policy 10.5.9 says “ensure.” What does that mean? How does that get done?
- **Stacy** – Policy 10.2.6, I have public health concerns about this. Like to understand more about this.
  - **David** – *It’s more about getting funding to clean up a site to redevelop it.*
    - **Stacy** – *Maybe may that clearer. Add language to include “strategies for redevelopment/investment, etc.”*
- **Ben** – Goal 10.1, worried this may compete with sustainability vision goals.
- **Ben** – Goal 10.1.5, phrase “but not at the expense of the City’s industrial base.” What does this mean? Sounds vague.
- **Bryce** – Policy 10.4.4 and 10.4.5, think these are direct opposites. I think from the Vision process we are more concerned about environmental impacts.
- **Ben** – Policy 10.4.6, this is the only policy I see that talks about food resiliency. Think we need to talk about food resiliency, power, water. Not what is stated here.

### **ONLINE OPEN HOUSE DISCUSSION**

Emma talked more about the online open house and asked CPAC members for feedback on what kinds of questions we may ask, how long, style, etc. That discussion is summarized below:

- **Kirstin** – Is it okay to ask on right track/wrong track just on goals or both? Do we want to prioritize actions and then put more “teeth”, strengthen policy based on that feedback?

- **Celestina** – Language (verbs) matter. Match strength of verbs “require, encourage, identify.” Put that question to online open house participants.
- **Bryce** – I like the idea of ranking, perhaps require rank of goals and then rank policies.
- **Everett** – Like Celestina’s idea. Maybe be broad and ask if on right track of goal statements, then have ability to expand the goal and then vote on verbs of policies.
- **Denny** – How long can this be?
  - **Emma** – for high level, 4-5 questions per station.
  - **Stacy** – Maybe provide people the option to skip sections they don’t want to.
  - **Liz** – Do they have to do it all in one sitting?
    - **Emma** – No.
- **Emma** – Do we only ask about policies where staff and CPAC have had the most discussion on?
  - **Lisa** – I think we need to keep it 10-15 mins and then add an option to dive deeper for people.
- **Ben** – Feels like we need to get across to the community that this is policy language, not actions.
  - **Stacy** – I think the point is to see if we’re on the right track and where they want action.

#### **NEXT STEPS, TOWN HALL FORMAT, CPAC ROLES**

Emma and Kirstin mentioned the upcoming outreach events in May and asked the CPAC to help spread the word out about the upcoming outreach events, including the Climate Summit on May 31<sup>st</sup>.

Lisa Batey closed the meeting with some notes:

1. She went to a couple of NDA meetings in April. Noticed some were not too knowledgeable about this Comp Plan process. Encourage all the CPAC members to go to your NDA meetings and engage with them, especially about the Comp Plan.
2. Thank Kirstin for all her hard work with the City over the years.
3. All public events launch this weekend (First Friday and the Farmers Market)

#### **Adjourn**

David adjourned the meeting at 9:00pm.

**Milwaukie Comprehensive Plan  
Comprehensive Plan Advisory Committee Meeting #4  
May 3, 2018**

**Committee Evaluation Form Responses (13)**

|                                   |                 |                      |                   |                      |                 |
|-----------------------------------|-----------------|----------------------|-------------------|----------------------|-----------------|
| <b>1. Overall meeting quality</b> | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 | 1                    | 9                 | 3                    |                 |
| <b>2. Pacing</b>                  | <b>Too slow</b> | <b>A little slow</b> | <b>Just right</b> | <b>A little fast</b> | <b>Too fast</b> |
|                                   |                 | 4                    | 4                 | 5                    |                 |
| <b>3. Presentations</b>           | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 | 1                    | 10                | 2                    |                 |
| <b>4. Meeting materials</b>       | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   | 1               |                      | 10                | 2                    |                 |
| <b>5. Discussion</b>              | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 | 1                    | 4                 | 8                    |                 |

**6. Most useful?**

- The rich contributions from the participants!
- Hearing entire group contribute to all the topics (4)
- Really like the large group discussion, being involved in all aspects of plan
- Topic specific discussions
- Materials and feedback from whole group

**7. Least useful?**

- Disposables! Get or use reusable plates and service ware ☐
- Recap of town hall, agenda review
- Too much time taken
- Town hall recap. I would've stuck to the big ideas and gotten into the discussion faster to give that more time.

**8. Additional suggestions**

- Thank you for hosting this meeting. I appreciate the fruitful and rich discussion today from all participants. I learned more about the available methods to implement policy.
- It seems like the group is quickly able to analyze and provide feedback. Instead of continuing to structure the meetings by separating the presentation of the information and the analysis and then trying to hamper our desire to immediately give feedback, we should just accept that natural rhythm and plan the agenda for the immediate analysis and feedback and synthesis of topics as they are presented.

- Air conditioning/fresh air
- Too warm in the room
- Great ideas shared
- The urban growth management document seemed to include more planning wish list items and less ideas inspired by the Town Hall and CPAC discussion.
- All staff—thank you for your hard work on these policies. My comments about policies needing “more teeth” certainly wasn’t meant to minimize the hard work so far.
- Needed more time – each section could have been a while meeting to deeply dig into.

**Town Hall Evaluation Form Responses (5)**

|                                   |                 |                      |                   |                      |                 |
|-----------------------------------|-----------------|----------------------|-------------------|----------------------|-----------------|
| <b>1. Overall meeting quality</b> | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 3                 | 2                    |                 |
| <b>2. Pacing</b>                  | <b>Too slow</b> | <b>A little slow</b> | <b>Just right</b> | <b>A little fast</b> | <b>Too fast</b> |
|                                   |                 |                      | 4                 | 1                    |                 |
| <b>3. Presentations</b>           | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 4                 | 1                    |                 |
| <b>4. Meeting materials</b>       | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 2                 | 3                    |                 |
| <b>5. Discussion</b>              | <b>Poor</b>     | <b>Fair</b>          | <b>Good</b>       | <b>Excellent</b>     |                 |
|                                   |                 |                      | 3                 | 2                    |                 |

**Town Hall comments:**

- I always like large charts/maps at the entry of a town hall with background information or community-building activities (put a pin on where you live, put a sticker where you would like a park/center/hub).
- Very organized.



## Comprehensive Plan Town Hall #1 Event Summary

### Overview

The first of three Milwaukie Comprehensive Plan Update town halls took place on April 4, 2018 in the Waldorf School gymnasium. Around 120 community members participated in the event. The town hall began with introductory presentations followed by small-group discussions on the four policy areas under review in Block 1:

- Economic development
- Urban growth management
- History, arts and culture
- Community engagement



Simultaneous translation was offered for Spanish-speaking community members, and one breakout group was conducted in Spanish. Before the event adjourned, representatives from the community and Comprehensive Plan Advisory Committee (CPAC) reported out one “big idea” from each breakout table. In addition to the small group discussions, attendees had the opportunity to provide feedback on all four topics through a comment form. In total, the city received 25 comment forms.

### Welcome and introductory remarks

The town hall began with introductory remarks by Mayor Mark Gamba. He thanked attendees for taking part in this important effort, which continues the work begun through the community visioning process. Mayor Gamba explained that the adoption of an updated Comprehensive Plan is a crucial step toward realizing Milwaukie’s Community Vision.

Planning Director Denny Egner provided an overview of the comprehensive planning process. Denny explained the Comprehensive Plan includes policies, maps and ancillary plans that reflect and are consistent with Milwaukie’s Vision and Action Plan, state and regional goals, and community input. The plan is implemented through development and zoning codes as well as through city projects and programs.





## Topic-specific feedback

Notetakers from all 13 breakout discussions recorded feedback on flip charts during the event. Each breakout group discussed questions within two of the four topic areas. Participants were also invited to fill out comment forms with additional thoughts on all topics. The following sections summarize the main themes from community feedback by topic. The complete notes are included in Appendix A: flip chart notes and Appendix B: comment form responses.

### *Economic development*

#### **Local entrepreneurs and business owners should be supported.**

- Financing and training programs should be offered to encourage local business development.
- These programs should prioritize supporting women, low-income and underrepresented populations.

#### **Policies should encourage a diversified economy to better enable Milwaukie to weather economic changes.**

- Policies should promote sectors that use less space than traditional industry.
- Home-based work should be encouraged.
- Wi-Fi and fiber Internet availability should be expanded.

#### **Economic development should be thoughtful and reflective of community values.**

- The values encompassed in the Community Vision should drive growth.
- Policies should promote local business ownership and support.
- Living wages are crucial.
- Infrastructure needs and natural amenities should be considered along with economic growth to ensure Milwaukie remains livable and green.

#### **Development of a vibrant downtown and investment in the waterfront area will help make Milwaukie a “destination.”**

- Policies should encourage services and businesses that, in turn, attract more economic growth.
- Residents should have more local options for goods and services, rather than needing to travel to Portland.
- The wastewater treatment plant on the river front is an obstacle.

#### **Zoning should be flexible to account for changing land uses.**

- Emerging technology (autonomous and electric vehicles, etc.) may impact land use needs.
- Parking requirements may need to adjust.
- Live/work, co-working and flex spaces should be allowed.



**Neighborhood nodes should be “gathering spaces” that are easily accessed and meet the needs of the neighborhood.**

- Pedestrian infrastructure and transit connectivity should be considered.
- Key services should be provided: grocery, convenience stores for essential purchases, restaurants, health services, etc.

### *Urban growth management*

**The city’s annexation strategy should be proactive and focus on benefits.**

- Efforts should focus on infrastructure improvements, services and other advantages.
- The city should engage residents of unincorporated areas and invite them to participate in community conversation (e.g., through Neighborhood District Associations [NDAs], community events, etc.).
- Language needs must be considered when engaging residents of unincorporated areas.
- Annexation strategy should consider focusing on unincorporated areas along eastern boundary first.
- Infrastructure needs within the current city limits and respect for Milwaukie’s community identity should be considered alongside any annexation strategy.

**The annexation strategy must also consider potential barriers faced by residents of unincorporated areas, including costs.**

- The city should consider new permitting fee structures and System Development Charge (SDC) payment options.
- The city should reconsider the sewer connection and other fees given broader community benefits of adding to the tax base.

**Growth policies should support innovative building forms and mixed uses.**

- Policies should encourage the development of Accessory Dwelling Units (ADUs) to increase density.
- Policies should allow added density by building on top of existing structures.

**Green and open spaces should be preserved in anticipation of future growth and increased density.**

- Parks should be protected and greenspace should be provided in between residential development.
- Spaces are needed for spontaneous social interaction and gathering.

**The need to grow and develop must be balanced with preserving quality of life.**

- Housing affordability is a key concern.
- Density should be higher in some areas (e.g., downtown) and lower in others. Human scale should be considered, even in the downtown area.
- The city should consider policies that support aging in place.

### *History, arts and culture*

**More communication around local arts and culture is needed.**

- An arts and culture event calendar on the city’s website could help.

**Community arts and culture programming should celebrate Milwaukie’s diversity.**

- City calendars should include culturally specific activities.
- Local events should celebrate Hispanic, Russian and Vietnamese communities through arts and food (similar to Portland Mercado).
- First Fridays could be culturally themed.

**More public art should be incorporated into the city’s landscape.**

- Ideas include murals and other art installations, beyond “predictable” locations.
- Public art should represent a range of people.
- Grants could be provided to encourage local production of art.

**More community spaces for art and culture are needed.**

- ArtMOB should be included in planning these spaces.
- These could include mixed-use performance spaces, outdoor arts venues, and partnerships with community colleges or other organizations.
- These could be focused around neighborhood nodes.

**Milwaukie’s existing cultural assets should be supported and leveraged to expand access to arts and culture.**

- For example, the Milwaukie Farmer’s Market, Dark Horse Comics, ArtMOB, First Fridays, etc.

**Metrics should be established for measuring neighborhood access to art.**

- Equitable access to arts and culture is vital.

**Milwaukie’s history should be highlighted and incorporated into master planning efforts.**

- Historic buildings should be preserved, for example through adaptive reuse.
- Historic resources, including the museum, should be promoted (e.g., through historic walks, on the city’s website, etc.).
- The city should honor the indigenous communities that were here before.

*Community involvement*

**Accessibility for non-English speakers must be considered.**

- Materials must be available in multiple languages online and in print. The city should consider translating content in the *Milwaukie Pilot* newsletter.
- Interpreters are needed at NDA, Council and commission meetings.
- When tabling, include staff who are culturally aware/multi-lingual.
- Community English classes should be offered in Milwaukie.
- The city should empower multi-lingual community members as leaders.

**Accommodations should be made to ensure a broad range of community members can participate in community activities and processes.**

- Childcare is needed at community events to make it easier for parents to participate.
- Specific outreach to multi-family residents, people of color, non-English speakers and persons with disabilities is necessary.
- Community events should be held at a variety of meeting venues that are accessible via transit to encourage involvement.

**Digital communication tools should be used in combination with traditional engagement methods to increase accessibility.**

- Social media (Facebook, Twitter, NextDoor), text messages, e-alerts and other digital resources can be used to reach a wider audience.
- Websites should be mobile-responsive and translatable.
- Traditional methods are still important, including the *Milwaukie Pilot* newsletter, direct mail and NDAs.

**All age groups should be engaged in city planning processes, including youth.**

- The city should work with local schools to reach youth.

## NDA's should be more accessible, visible and inclusive.

- Meeting locations and formats should be reviewed, as appropriate, to encourage more participation.
- NDA information sharing can improve.
- More reminders about NDA meeting schedules are needed.
- Application processes should be reviewed.
- *Milwaukee Pilot* should be used to educate residents about NDAs.
- Efforts should be taken to engage new residents.
- In general, more awareness is needed. Consider a “committee fair” or additional tabling at Farmer’s Market.

## Big ideas

Discussion group leaders shared the following “big ideas” during the report out portion of the town hall:

- **Revitalized downtown:** A mixture of businesses, with an emphasis on local and small business, that uses the waterfront as an epicenter for business and culture with connections to other resources within the city.
- **“Neighborhood hubs” as sharing and gathering areas:** Hubs could include community gardens, art spaces, restaurants, key services, grocery stores, stockpiling areas in case of disaster, and more.
- **Promote economic diversity** with an emphasis on supporting local businesses.
- **Provide financing support for entrepreneurs from underrepresented communities,** particularly women of color.
- **Make the case for annexation in terms of improved outcomes for all:** More data and information are needed to fully understand the opportunities, potential barriers and advantages.
- **Outreach to urban growth areas should be multi-lingual and multi-cultural.**
- **Focus urban growth south then east, without diluting existing areas:** Promote mixed-use development throughout the city:
- **Grow and move forward AS MILWAUKIE:** Growth should be controlled and purposeful, guided by a plan and the Community Vision.
- **Arts lead culture:** Include diverse populations for diverse communities using arts and culture.
- **Increase access to public art and culture:** Integrate more art downtown and throughout the city landscape.
- **Leverage different spaces (religious organizations, businesses, etc.)** around the community to increase engagement.
- **Enhance accessibility of boards and commissions:** Hold a “job fair” and put descriptions of opportunities in the *Pilot*.



## Next steps

City planning staff and the CPAC will consider feedback received at the town hall as they draft policies related to the Block 1 topic areas. Members of the community will have the opportunity to provide feedback on the draft policies via an online open house and survey in June 2018.

# Appendix A: Raw flip chart notes

## Spanish-Speaking Table – Maria/Mari

- Public transit connectivity
  - connection/access to community establishments, work, etc.
  - elderly have limited options/more barriers
  - near schools, homes, public places
  - weekends have limited options
- Language must be available
  - specific (online/print)
  - available at school
  - material has been received in English and then is not useful
  - classes in YMCA/schools to learn English (free)
- Partner/create programs to help community members with English
- Employees that know how to speak different languages
- Include cultural specific activities and city calendars/activities
  - must create space where community members feel part of the community
  - if city is tabling at farmer's market ensure there are members who are culturally aware/know the language
  - include Latinx community artists in community events (movies in the park, farmer's market, music)
- Interpreters needed at NDA
- Materials in Spanish
- Helpful at making connections to services/neighborhood needs
- Childcare needed (would participate more)
- Social media in Spanish (Facebook, Instagram, twitter)
- Telephone/text
- Inclusive engagement throughout all projects (City)
- ✓ Social media = calendar/phone
- ✓ Flexibility, supportive services to help community members participate and attend meetings
- Interpretation needed at Council/commission meetings
- Committees must have young members
- Access to homes, transportation, active transportation, security, public space (parks), employment, entertainment
  - quality services at schools, houses, education, roads, medical services
- ✓ Mixed-use (residential/commercial/etc.)
  - in nodes/neighborhoods
  - 15-minute walk to access services
  - ground floor
- ✓ Accessible financing programs/micro-financing
  - prioritize women, low income/underrepresented
- Food carts → diversity
  - located in various neighborhoods
- Loans/programs to help community members start a business
- Program/training to help business owners
  - long-term
  - help/advice/mentorship
  - personalized economic development - need resources = thrive
- ADUs
  - remove barriers

## Economic Development & History, Arts and Culture – Rebecca/David

### Economic Development Question 8 –

- Encourage more home-based businesses
- Provide more restaurants and other services that will attract more businesses;
  - make Milwaukie more of a destination
- Attract more jobs to downtown
  - including grocery store
- Need more density in downtown and Central Milwaukie to support more businesses
- Downtown Milwaukie = services
- Provide more flexibility and allow mixed-use in above employment areas

### Question 9 –

- Keep zoning as flexible as possible
- Be prepared to utilize spaces that emerging technology (AVs) will free up
- Ease parking requirements for neighborhood-focused businesses while considering impacts on residential neighborhoods
  - poll of adjacent neighbors?

### Question 10 –

- Need sidewalks – walkability
- Better pedestrian infrastructure (overpasses, sidewalks)
- Coffee shops
- Meeting places:
  - plazas
  - parks
  - community centers
  - including warm outdoor areas in the winter, like food cart pods
- Better transit and other infrastructure
- More recreational opportunities
- Better connections to surrounding areas such as Sellwood, Oak Grove, etc.

### Question 11 –

- Need a very diversified economy, so that decline of one industry can be weathered
- Account for changing downtown
- Focus heavily on attracting home-based businesses
- Allow more uses along waterfront
  - more flexibility for water-based businesses
- Focus on the river; utilize our natural resources
- Encourage business sharing
  - e.g. coffee shop and kayak rental
- Highlight Milwaukie as family-friendly place that offers mix of housing types and services/amenities
- Allow more recreational uses (such as ballpark) in industrial areas
- Milwaukie-specific Chamber of Commerce (or satellite of WC Chamber)
- Big idea: focus on and revitalize downtown, with a special emphasis on utilizing the river as an economic resource

### History, Arts and Culture Question 12-

- on right track
- encourage more art (performing and visual) in Milwaukie (e.g. Chapel theater)
- more community events that feature arts
- take advantage of existing assets, such as farmer's market
- encourage things like murals that define public spaces and neighborhood identity
- bring public art into all parts of the city

- establish benchmarks for individual neighborhoods
- make sure community spaces for things such as art and events (e.g. bonfire) are considered when planning and developing
- utilize ArtMOB in planning process and once spaces are being developed

#### Question 13-

- measure each neighborhood's access to art, and work to address deficiencies
- incorporate art into parks and other public places
- find ways for City to celebrate (and financially support) its history, such as Milwaukie Museum (e.g. curator position) or by utilizing Ledding library

#### Question 14 –

- Yes!
- Use old warehouses to create artist studios and maker spaces (adaptive reuse)
- art draws more art

#### Big Idea

Revitalized Downtown

## Economic Development & History, Arts and Culture – Matt/Jen

### Economic Development Question 8 –

- Guiding development in a good way
- Keeping what's authentically Milwaukie
- Live/work space
- Thoughtful employment growth
  - local
  - living wages
- Mix housing with light industrial
- Flex spaces
- Emerging and non-traditional industries
  - urban farms - Milwaukie's beginnings
  - year-round indoor farmer's market
    - can mix with co-op (SE Portland example)
    - Pikes Place-style market?
      - New and historic uses/trades
- Milwaukie as extension of SE Portland or with its own identity?
- More local options for goods and services without needing to go to Portland
- Products close to their makers
- ✓✓✓ Waterfront as a resource
  - sewage treatment plant detracts from this beautiful natural area
- ✓✓ More places for sitting, dining at waterfront
  - floating amenities?
  - more commercial activity out waterfront without contracting from it
  - day and night activities
  - variety of shops, activities
    - things that are tied to Oregon in Milwaukie history
    - tourist attraction
    - social gathering spaces
- Spontaneous social interactions - how to encourage and design for
- More amenities on other side of 224
- Natural amenities (e.g. trees) as a resource for supporting economic development
- Thinking about what people can see/the surroundings

- ✓ Incorporate Milwaukie's history
- ✓✓ Sewage treatment plant odor is a problem
- Consider supporting logistics of areas to develop (e.g. space needed for farmer's market load in/out)
  - trees, pedestrian amenities

#### Question 9 –

- More housing, density for incoming population growth
- Ensure green spaces now in anticipation of future growth, density increases
  - urban farms
- Balancing green space and density
- Create parks (public spaces, play amenities), especially within downtown
- Zone to have alternating green space and housing
- FAR swaps and other bonuses lead to distributed development patterns
- ✓ Balance of encouraging development/developers and preserving quality-of-life
- Consider master planning that incorporates Milwaukie's history
  - can be community-sourced
  - existing examples of this
- ✓ Create the feeling of entering a village space
- Sense of place

#### History, Arts and Culture Question 12 –

- Community-wide access =
  - ✓ spaces for art, activities, music
  - including large/outdoor public spaces
  - amphitheater
  - mixed-use performance spaces
  - community partnerships (e.g. Portland Community College)
- City can encourage spaces for art, performance
- Places close to where people are/live
  - determine where the spaces are needed throughout the city
- Prioritization for equitable distribution of the spaces
- Explore potential public-private partnerships for the spaces
- Adding amenities and programming to existing spaces

#### Question 13 –

- Preserve older buildings
  - make them accessible
- Increased visibility of resources (e.g. Milwaukie Historic Museum)
- Increase access: transit, bike
- ✓ Organized tour/rides help people know what's in the city
- Historic walks (e.g. Lot's Loop)
- Maps of Milwaukie's neighborhoods and sites
  - City website can be home to these maps/resources
  - also supports economic growth
  - can prioritize certain areas in these walks for access, funding
- More support from City for activities like First Fridays
  - different themes, programs within First Fridays can support diversity
- Arts centers that support native crafts, art
- Identify themes for public art throughout the city, representing a range of people/diversity
- ✓✓ City employee/liaison handling arts and culture
  - public resource
  - encourage diversity
  - programs for adults, schools



- crossover/advertise with existing programs

#### Question 14 –

- ✓ Affordable spaces for artists to live and work
  - collectors: shared spaces and tools
  - City/grant supported
- How can the City support these spaces?:
  - Incentivize artists, mixed-use
- ✓ Adaptive reuse of older industrial buildings
- Ensuring affordable housing for all
  - developer restrictions
- Volunteer work parties to help build new community amenities
  - ✓ needs someone (City) to organize
- Big idea: A mixture of businesses, with an emphasis on local and small business, that uses the waterfront as an epicenter for business and culture with connections to other resources within the city.

## Public Involvement & History, Arts and Culture – Liz/Joe

### NDA's (2) –

- Involve newer community members
- Increased outreach
- Encourage people of color to participate
- Encourage multifamily residents to participate
- Reach out to Slavic community
- Central/formal role to identify new community members for outreach
- Try different locations/formats for NDA meetings
- Integrate technology in NDA toolkits
- Sharing of NDA info/records with members outside of NDA membership
- Enhance communication channels through schools
- Welcome to Milwaukie basket/bag with info on local businesses, NDA's, resources, events
  - info on where to get more details on involvement opportunities
- Take advantage of Pilot to remind residents what NDA's are for
- Use NDA events (concerts) to boost NDA's
- More informal opportunities for community engagement (game night)
- Engage faith communities
- Identify meeting places/forums of communities
- Identify and remove barriers to participation
- Utilize the power of “free” food
- Intentional outreach to communities
- Offer opportunities to be literally active in community (walks, work in parks, Earth Day...)
- Utilize schools
- Identify entry points for engagement with diverse communities
  - ✓ schools!
- Using value-based communications and outreach efforts (Vision)
- Also recognize older members of the community and integrate direct communication
- ✓ Translation of outreach materials
- As part of identifying barriers, recognize history of the city and impacts to different communities
  - tie to history discussion
- Make it clear to renters that NDA's, community events are for EVERYONE

### History, Arts and Culture –

- move public art beyond predictable locations
- rethink purpose of public art and who it's for
- ✓ Does “private spaces” in the statement refer to commercial properties?
- Incorporate art into parks (ArtMOB is pursuing this)
- utilize presence of creative community (Dark Horse)
- include performing arts in thinking about arts resources
- integrate arts into neighborhood involvement opportunities
- honor indigenous community that were here before
- look forward while honoring all local history
- event opportunities to learn about local history
  - Milwaukie history series
- make extra effort to make sure that history of diverse communities is integrated into this
- encourage participation of local businesses that are minority/women-owned
- artists feel welcome here, city should support that further by looking at zoning of under-utilized spaces that could provide affordable workspaces

### Big Idea

Arts lead culture! Include diverse populations for diverse communities using arts and culture

## **Public Involvement & History, Arts and Culture – Sara/Greg**

### Public Involvement Question 1 –

- Free childcare here
  - diversity – affordable – accessible
- What are the demographics of Milwaukie?
- Who shows up, what demographics are missing and how to engage
- Social media – use NextDoor
- Pilot reading at table low
- First Friday Milwaukie rep
- Farmer’s market
- How to get “active” parents involved
- Surveys are long
  - short spirit blasts
- Opinion box
- Increase social media and add password to let others post

### Question 2 –

- How many know of NDA: 3/6
- 2 Oak Grove residents in group
  - how do they fit into this?
- Reminder to get to NDA
  - blaring obvious reminder
- How do you know which NDA you are in?
- Outreach needed
- Events create involvement
  - annually
- How do you know what NDA you belong to?
- Signage on the night of NDA meeting
- Neighborhood web
  - signed up for email list
  - email list works great

- Multiple channels to reach

#### Question 3 –

- Answers from previous discussion
- Community centers –
  - work with local businesses to spread the word
- Can neighborhood nodes be the information centers for City and NDA news?
- Message boards and business connect

#### Question 4 –

- Board commitment and time
- Application processes are intimidating
  - questions like applying for job
- Need to observe first
  - available on the web
- Committee Fair - learn about each
- Use waterfront as a community fair
- Optimize energy and social media -
  - Facebook group about city committee
- ✓ Interactive group on social media for involvement
  - connect a bridge between social and reality
  - a place to meet neighbors
- Keep traditional means as well
- Pent-up need for community to meet besides “church or bar”
- Farmer’s market table great
- Promenades - encouraging more contact with people
  - sidewalks help with this

#### History, Arts & Culture Question 1 –

- % of budget goes to art/display
- Performance spaces that are regular
- A regular schedule of art events and performances
- Could be a place to go
- Weekly lecture series
  - Astoria - history/educational event held at a brewery
- ✓ City fund to help support art/history
- ✓ Business/city matching funds to incorporate art/visual
- Astoria - big push to include tourism with locals - businesses working to bring these together
  - Saturday art walk, lectures, local historical walk downtown
- ‘What is Happening’ section in the paper
- NDA specific grant for arts
  - cross-pollination between cities
- Market it well – create competition
- Get NDA involved
- Keep it year-round
- Encourage local shops/businesses
  - fund these projects
- Look at Rose Villa example – borrow from them
- Culture versus art
  - how to encourage different cultures to show their culture and art/festival

#### Question 2-

- Preserve things being removed to be saved
- ✓ History and needs to be shared with public for attachments

- ✓ Recognition/signage of historic sites
- ✓ Money to set aside/incentives to save old buildings
- ✓ Incentives matter
- Honor the heritage and integrate the new with the old
- Preserving the integrity and principles of people before us
- How do we get there or money?
- Preservation tax? If cheap enough okay
  - marketing is key
- Support Milwaukie people to be able to save “historic resources”

#### Question 3-

- Landlords pick building as “artist spaces”
- Divide buildings and artist spaces
- Offer incentives to make property for arts
- ✓ “This Is Why You Care Campaign”
  - statistical data
  - how to make it successful
- City funding/incentives to create a “This Is Why You Care Campaign” to inform and promote Milwaukie art/history and preserve

#### Big Idea

Annexation: Need data and information to make the case, and note how we will fund these outcomes.

## **Public Community Involvement & History, Arts and Culture – Albert/Kirstin**

#### History, Arts & Culture Question 12 –

- Center downtown – place downtown
  - local artist poetry
    - e.g. at chopsticks
  - creation of public space
- Amphitheater/protection from weather
- Engage Dark Horse!
  - Public art center
- Milwaukie’s history
  - walking tours – buildings, places
- Voluntary century plaque – not on registry
  - Lot’s Loop
- First Fridays – connection to museum
  - volunteer run
  - open on Friday?
- Summertime events
  - like Milwaukie days: kids, all ages
- History and art
  - more murals, less graffiti
  - Milwaukie school of arts
- ✓ Downtown – celebrate arts, culture and history
  - “our living room”
- Paintings/murals
  - involving Milwaukie High School
- Milwaukie Bay Park - or at the south downtown Plaza
  - art focused events

- art walk first Fridays
- outdoor sculpture garden
- history/walking tour of murals
- Represent race and gender
  - link with #1
- Celebrate local events for Hispanic, Russian, Vietnamese community through arts and food
  - a la Portland Mercado
- ✓ Hub(s) for culture, art, food
  - celebrate Milwaukie speed part/diverse culture
- Theme first Fridays
  - culturally specific

Question 14 -

- Yes
  - e.g. Milepost 5, on 82<sup>nd</sup> live/work space
- Industrial area?
  - NW Portland → Alberta → place in Milwaukie
- Can't afford studio space
- Diverse art:
  - music, writers
  - independent label here in Milwaukie
  - publishing (Dark Horse)
- Yes creative, maker spaces, artist spaces
  - use library as hub
  - leads to bakeries, coffee shops
  - plus people who want to do, learn, explore art
- Connect other spaces and programs
  - Milwaukie Academy of arts
- Food, MAA, culture hub at Plaza
  - theater, music, arts
- Electronics to commercialization include business side
- Support high school to business
  - (e.g. at high school)
  - Tech Cadre
  - Pulse Media
- ✓✓✓✓ Downtown arts and culture hub includes creative spaces
- Bring people to the waterfront

Community Involvement Question 2-

- NDA booths at first Fridays/shared tables - raise awareness
  - NDA well intentioned
  - increase other ways to raise awareness
  - notifications; electronic
- Are the connection between people and the community
  - welcome packet for neighbors
    - something in print
  - link with NextDoor
  - have a city rep and Police Department rep
  - quarterly at least - helps encourage participation
- Use funds for community building activities; encourage NDA to brainstorm annually how they want to spend their funds

Question 3-

- Associated resources helpful

- Electronic email reminders

#### Question 4 –

- Connect people with their passion
- Retain Milwaukie’s accessibility for participation, access to government
  - Oregon city downtown, McMinnville examples
  - entertainment, food, culture
    - Bernard’s Garage
- Re: economic development downtown, encourage entertainment/music/restaurants
  - anchor by Little Big Burger/Laughing Planet
  - people looking to be out/engaged in community
- Encourage people from farmer’s market to explore local businesses
- Building across from bank currently used as storage

#### Big Idea

More downtown arts; public involvement

## Public Involvement & Urban Growth Management – Stephan/Mary

- ✓ NDA – positive aspect to Milwaukie
  - ✓ keep funding
  - more staff assistance
  - ✓ grants
  - gets folks involved in development
  - importance of volunteering
  - should new property owners/residents be notified of their NDA?
- Effective outreach?:
  - mail
  - websites
  - membership facilitator - within NDA
  - word-of-mouth
  - ✓✓✓ Pilot
    - set agenda ahead of time
  - more communication between NDA’s
    - continued leadership meetings
  - NextDoor website
  - more languages
- NDA boundary changes – needed
  - no need to stick to old school boundaries
- NDA - controversial issues bring more people to meetings

#### Inclusion/Diversity –

- Be aware of times to hold meetings
  - positive – City holds night meetings

#### Communication –

- ✓✓ Pilot
  - translated to Spanish/other languages
    - large Hispanic populations in areas we could annex
  - should be sent by email listserv
- Websites for each NDA
  - make them easy to find via Google

#### Recruitment -

- ✓ Faster communication to people who apply for committees

- Current NDA is intimidating - people get stuck in their positions because people don't take them every year
  - solution: committees structure
- ✓ Actual public meeting spaces
- At farmer's market - clearly show what boards we have
- Better materials on website for boards
  - meeting agendas, summaries, etc.

#### Neighborhood Nodes –

- Use this to figure out public spaces to hold meetings - e.g. NDA meetings
- Library satellite in node

#### Urban Growth Management –

- “Aggressive” not a good word – use “proactive”?
- Hard to meet people annex
  - are they having conversations around that with them?
- Deal to say City will provide sidewalks, improve streets when they annex
- Waive permitting fees
  - defer needing to annex rental property sells
- ✓ Nice to annex in businesses
- Would like to annex in Three Creeks natural area
- Lynwood would like to annex CCC campus
- Talk to them more about how they can be part of the community
  - NDA's and new NDA's
  - make them feel represented
  - send them Pilot, translated materials
    - PDFs online - choose language

#### High Density Growth in Neighborhoods –

- Density around neighborhood nodes then spread out
  - nodes need to be defined
- Neo traditional neighborhoods
- Like low density in neighborhoods
- Like more ADUs! And tiny homes
  - rentals
- Not just in downtown – but downtown can accommodate density
- Neighborhood nodes - zone to make more mixed-use areas
- Like mixed-use
- Too much focus on downtown

#### Big Idea

Neighborhood nodes, potential for mixed use; outreach to urban growth areas should be multi-lingual, multi-cultural

## **Public Involvement & Urban Growth Management – Kim/Vera**

- How to attract/recruit for cities?
  - Time/education/explanation of committee
  - promote opportunities
  - job descriptions
  - help make a good fit
- “Job fair”/open house style event
- Encourage involvement if not on committee - come to meetings anyway
- Promote NDA involvement/participation

- What are the current strategies?
  - Pilot
  - NDA
  - social media
- Need “job descriptions” for committees
  - people need more info
- NDA presentation when a spot opens up to get the word out in advance
- Outreach to churches and agencies to attract more participation
  - veterans
- Use community events to get the word out about city issues/information
  - farmer’s market every week
  - ✓✓ schools
- Youth
  - translate Pilot into more languages

#### NDAs

- Need an email distribution list for updates
  - social media
- Improve City webpage to help ID NDA for residents
  - interactive map (not pdf)
- More visibility for NDA’s within the city
- NDA representatives at farmer’s market
  - map; flyers; info
- City Hall kiosk with weekly calendar of meetings
  - inside too
- High School
  - info on meetings
- Use all platforms – Pilot; social media; etc.

#### Urban Growth Management –

- How does annexation affect property values?
- Is there a benefit to annexation?
  - model a successful program
  - use the Vision to encourage it
  - marketing
  - city government and services are an advantage
- Should there be an active approach to annexation
  - “smooth out the borders”
- Annex by street or neighborhood
- Proactive not aggressive annexation
- Each neighborhood doesn’t have services/amenities. Can’t grow everywhere
  - except for neighborhood notes
- Concentrating growth requires services and amenities (including parking)
- Transportation must accompany growth
  - transit
- ✓✓✓✓ Neighborhood nodes = dispersed growth
  - support this
- Keep downtown nice but not overbuilt
- Make zoning more flexible for more types of residential development

#### Big Idea

Recruiting for boards and commissions; have a job fair! Put descriptions in The Pilot



# Economic Development & Urban Growth Management – Dan/Alma

## UGMA –

- Eastern boundary is chaotic; spots surrounded by the city/county
  - spotty annexation
- Confusion with ZIP Codes versus actual city boundaries
- If not annexed - no taxes or schools provided
  - not in city → no votes
  - should be included in the comp plan process so they get to decide
- How to make it more attractive for people not in the city
- People don't want to annex - higher taxes
- Tax breaks to owners wishing to annex
- Causes confusion → ZIP Code versus city limits
  - education of boundaries
- When is map updated?
- Different zoning codes in Clackamas County versus City
- Target certain communities/sections to annex
  - that are interested
- Is the land on other side of 82<sup>nd</sup> HV or could HV take the land in our UGMA?
- ✓ Could the city offer better utilities?
  - ✓✓ Costs, services?
  - Police, garbage, utility (water bill increase)
- What's the added value for someone to annex?
- Improve the way the city charges for utilities/infrastructure to be more appealing to annex?
- Would it lower my taxes if we annex UGMA?
- ✓✓ Sales tax? Tax revenue versus cost of services
- ✓✓ Is the property value higher in UGMA?
  - If not, then maybe not a good idea
  - if yes then??
- Who pays for the UGMA infrastructure?
- Those who want to “come into” the city should be given breaks, match zoning code (farms stay farms)
- What would it take to manage these new streets, infrastructure etc.?
- It shouldn't create additional “Swiss cheese” effect given difficulties to reach with services
- Milwaukie is progressive city, unincorporated county is not... People could drive the change...
- 0% development
- Cluster development with services, housing, max. infrastructure
- ✓ “Downtown feel”, increase small businesses, no strip malls
- ✓✓ Love mixed-use
- Is Milwaukie looking at other models of mixed-use
  - more progressive program/models
- No high density - no divisions
- Is UGMA a priority? In comparison to the other focus areas?
- Density should not impact livability
  - spacious (e.g. not like Division)
- Housing that is affordable
  - business growth alongside housing growth
- Community focused neighborhoods
- Expand neighborhood business nodes - Lake 42<sup>nd</sup>/King
  - expand Linwood commercial core

- walkability?
- If you don't concentrate high density development → impacts business nodes
- ✓✓ Several commercial nodes throughout city ✓✓ and art
  - within UGMA

#### Economic Development –

- Neighborhood hub –
  - safe parks, play areas, ponds, mini zoos, ducks, petting animals
  - bars/pubs
  - ART
  - food - local restaurants - no chains
  - groceries
  - animals/nature
  - bat boxes
  - safety
  - walkable, bikeable
  - no homeless camps
  - tiny homes/pods/cottage clusters
    - “Kenton Village...Dignity Village”
  - bathrooms, bathrooms, BR, BR
  - water fountains
  - history; interpretive signage
  - parking... accessible via transit

#### Question 9 –

- Free Wi-Fi - throughout city... Google fiber
- Autonomous vehicles
- “Language and verbiage can't be restrictive”
  - outdated comp plan
  - “flexible language in comp plan to help us grow in a way where we don't need to know everything today” [Steve Ober]
- Visit the comp plan more often
- Hire visionaries → notify public of events that attract visionaries
- ✓✓ Good schools, community... Classic values are maintained
  - focus on values first instead of “we want to grow jobs by X”
  - ✓✓✓ Values do change!! We value diversity more today than in the past
- Versatile buildings
- Diversity is defined how? Color? By 2040 the majority will be POC
- Youth versus old, etc. anticipate more diversity of cultures, POC
- Education system has changed to accommodate the number of language is spoken
- Tough to predict... Support values
- Open mind and be creative

#### Question 8 –

- ✓✓ Growth in new MU zones
- Attract good paying jobs → manufacturing → diverse sectors to avoid volatility in economy
- Focus on creative education; small business development
  - educated workforce → jobs
- H1 visas are still issued because we aren't training our own
- Work from home → “cool” city status
- Support “innovation center”
- Free Wi-Fi
- School ratings need to be good to attract employers

- WeWorks → co-working spaces needed
- Bring more industry... Good jobs, high wages
- Re-using existing space and keeping existing businesses
- Business recruitment, retention, and expansion
- Fostering an intellectual center... Co-working, eco-industrial
- Foster the creative sector like Dark Horse
- Review business policy in economic development
- Making use of empty stores

#### Question 11-

- Co-working spaces would support the entrepreneurs
- Flexibility
- Shared artist workspaces like Milepost 5, like ADX PDX
- Empty storefronts reuse for ARTISTS
- Schools → business (ART)
  - Milwaukie Academy of Arts
  - combine efforts [with shared artist workspaces]
- Diversity of industry sectors
  - no one sector dominating the economy
- Are we going to impact global climate change?
  - ✓ Yes ✓ No
- Build community interconnectedness
  - shared resources
- Napa Valley effect - climate change could boost our economic sectors
- Emergency preparedness → climate change education
- Use neighborhood meetings more effectively

## **Economic Development & Urban Growth Management – Bryce/Christina**

### Economic Development –

- Where should employment go?:
  - identify sectors that don't use up as much space
  - use warehouses
  - areas that don't require additional transportation infrastructure
  - early Milwaukie agriculture/founders first settlement areas
- Neighborhood hubs?:
  - shared artist/office spaces
  - repurposing/utilizing unused industrial spaces
  - art venues
  - showcase and preserve wetlands, early areas (preserve and revitalize)
  - utilize historical spaces
- What policies to provide vision guidance, flexibility to plan?
  - public arts tax for new development
  - fiber/broadband (city-owned/operated)
  - foster accessory dwelling units
  - more retirement communities
    - promote aging in place
    - in-home eldercare
    - offer tax incentives
  - add hotels/lodging options
  - reduce street service maintenance fee

- add transaction warehouse business tax, like Portland
- Neighborhood hubs:
  - music concerts
  - shopping areas draw too many people not in neighborhoods
    - “sharing areas” are better... Like parks, emergency management areas, libraries
  - make smaller centers (4-5 block area) for neighbors together
    - community garden, tool library
  - identify neighborhood hub community leader
  - decentralize Kellogg treatment waste into neighborhoods (ecologically)

#### History, Arts and Culture –

- How to incorporate history, arts and culture?:
  - show art in more spaces
    - City buildings, businesses, Chapel Theater
  - maintain/grow ArtMOB reception/shoes
  - postcards from City should be everywhere - make big posters
  - what are the mediums for City news, getting the word out?
  - record/report history (like this meeting!)
  - Partner with Willamette Falls Media
  - banners/pop-ups around city and on web of past and current events and historical goings-on
  - showcase diversity and people of color
  - celebrate history (sort of like Shanghai tunnels)
  - identify historical buildings - share their history
    - outreach to other groups (collaborate with others)
  - Milwaukie Bay Park community space
    - promote/develop access and space
    - create venue where bands/performance can gather
  - make seating in Milwaukie Bay Park
- Should the city invest in spaces that accommodate artists?... And how does the city attract artists:
  - yes!
  - Pick-a-Thon
  - affordable housing
  - more artist spaces
  - Willamette Falls closed circuit TV
    - videos
    - government tapings
    - allow anyone to broadcast
  - murals/building art
  - rotating mural project (like food cart space)
  - wall on 17<sup>th</sup> mural (bike riders, fish, geese walking, etc.)
  - watch artists as projects are made
  - functional art
    - artistic bike racks
  - public art in front yards
    - incorporate civic element
    - fundraisers for schools
  - peace poles (Rotary)

#### Big Idea: Neighborhood Hubs

Our big idea concerned the neighborhood hubs. We thought that one form they might take is to be “sharing areas” which would include things like tool libraries and community gardens, and could also serve as staging and stockpiling areas in case of disaster. These sharing areas would serve as natural gathering spaces for neighbors to come, share wisdom, enjoy small entertainment events and support one another”

# Economic Development & Urban Growth Management – Howie/Laura

## Economic Development-

- More opportunity for local employment
- Improvements to downtown/Main St.
- Mixed-use development
- Large facilities but with low employment #s
- Small business incubator, entrepreneurship opportunities in downtown mixed-use buildings – “incubator factory”
- Inner SE Portland businesses displaced to Milwaukie – obstacles for permitting – make development easier/quicker for business
  - Shorten wait time for permits, approvals
  - More staff, streamlining for building department
- More Milwaukie pride, highlight the community with more events, branding, identity

## Neighborhood Hubs

- Use to address segmentation
- More small businesses (coffee shop, bakery) and places to walk to
  - More mix of business type – not just services
- Option for density
- Neighborhood space for congregation – more gathering spaces
  - Having things in common with neighbors
- Neighborhood gateways, signs, identity
- Need incentives for businesses to join this discussion
- Creating new hubs or improving existing commercial developments (like King Road)?
- Need improved walkability to the centers – more sidewalks, safety – this is key
  - Safer crossings and crosswalks – not enough (i.e. King Road)
  - Streetlights
  - Hubs need safe access
  - Bike facilities, safety, protection from cars
- Print bike/pedestrian maps with neighborhood identification markers
- Movie theatre
- Engaging potential businesses to find out what they need to be successful when thinking about hubs

## Future/Forward-thinking Policies

- Repurposing manufacturing spaces
- Recruiting businesses related to climate change action and how to address those challenges
  - City economic incentives
- Connect with Clackamas Community College – job training programs
- What can Milwaukie specialize in?
  - Value-added food processing
  - Connect with supply chain businesses
- Push to develop appeal and attractiveness of downtown – charm, affordability – can appeal to new business owners and where they locate
- How easy is it to change zoning to accommodate new businesses we want?
- Identify companies being pushed out from Portland (Central Eastside)
- Keep \$ in the community
- Resilient economies → interpersonal relationships
  - Community support as a safety net
  - Milwaukie microloan program for neighborhood businesses facing economic challenges
  - Discount/trade resources for low-income business owners
  - Talking up and promoting the business we have

- Spotlight, profiles, business fail
- Pilot features
- Art walk booths
- Farmers Market booths

### Urban Growth Management

- Annexation
  - City-wide high-speed internet
  - What is the City's give required to service any new annexed area?
  - Police response times on 82<sup>nd</sup>?
  - Improved City identity might make it more attractive
  - Large expansion could dilute Milwaukie brand
  - New potential area is far from downtown – is annexation all or nothing?
  - Clackamas Town Center → good tax base but too far away? Too much expansion?
  - Can be strategic with places that make sense to increase tax base without sacrificing identity
  - How would any new areas be serviced by TriMet? Better public transit connections could help entice annexation – current service can be sparse
  - Bus route/internal City shuttle? Microtransit
    - Monroe/Harrison east-west connections
    - Could connect neighborhood hubs – hub crawls
    - Low cost
    - Aging in place component
  - Create a Milwaukie card with discounts, incentives, promotions for Milwaukie residents – builds on identity
  - **\*\*BIG IDEA\*\***: Expansion or annexation without sacrificing sense of identity and neighborhood/central core Milwaukie feel
  - **\*\*BIG IDEA #2\*\***: Prioritizing mixed use and higher density in low density spaces rather than expanding
    - With intermediate solutions – middle housing and diverse housing types
  - Parking challenges with higher density on neighborhood streets
    - Keep realistic development standards (for parking)
  - Density and safety
  - Thoughtful of neighborhood character- not just jumping to large apartment buildings
  - Think about residential in both directions – limits to how big housing can be, and how small/many units there can be
    - Human scale dwellings
    - Mix of affordable housing and types
  - School facilities – how would annexing affect the schools and feeders? Would everyone still go to MHS?

### Big Idea

Urban growth south then east but don't dilute existing areas with mixed use throughout

## **Economic Development & Urban Growth Management – Ben/Emma**

### Economic Development Discussion:

- Assumption that we need lots of land for jobs may not be true
  - Home based work, e.g.
- Where does 7,000 job projection come from?
- Potential to build upward – on top of existing industrial buildings
- Concern about storage facilities – large area and few jobs
- Be careful not to build up too much in neighborhood nodes
  - Demo concerns
  - Privacy
  - Sensitive to existing character

- Strategies to encourage flex working – less space needed
  - Incentives for employers?
  - Work from home opportunities?
  - Telecommuting?
  - Transit/active transport?
- Have to consider parking constraints
  - Microtransit?
  - Small buses between nodes and transit stops
- Bike safety is a concern
- Planning for more local food production
- Need for more low-tech innovations
  - Compost
  - Gardening
- Preserve green space –
  - Permeable surfaces, keep cooler
  - Narrower streets
- Utility programs/incentives
  - Stormwater retention and use (like Portland)
  - Saves \$\$ for households
- What does business diversity look like in Milwaukie? What is the goal? → Resiliency
- Lower registration fees for small/independent businesses
- Offering incentives for greener businesses to locate in Milwaukie
- Increase corporate taxes and fees and use to encourage smaller businesses
- Promote local business ownership
- Need to look at Milwaukie fees compared to other cities

#### Neighborhood Hubs

- Promote co-ops or local shops
  - Daily needs – hygiene, toiletries, food staples
- Requires cultural change
- Requires density?
- Need to draw people in
  - Make businesses marketable

#### Urban Growth Management

- Do unincorporated areas use Milwaukie water system? What about fire?
- Incentives for not annexing
  - No SDCs
  - No business fees
- What is the annexation process?
  - 51% of residents and landowners
- Code enforcement, animal, etc. issues → don't get City support if unincorporated
- What about land south (e.g. Oak Grove) → not in UGMA?
- Make it more attractive:
  - Better options for SDC payment – payment plans, fee alleviation
  - Highlight safety and other advantages
    - Even more important given growth pressures – infrastructure and development needs increase
  - Younger families moving to these areas
  - Easier to pay ONE provider for services – alleviates confusion
  - Reconsider fee to hook up
    - We all benefit, so can we reduce cost burden?
    - Short term deficit → long term tax benefit

- Need to consider staff increases at City
  - Illustrate that there is more control with what is done with land (preservation)
  - Highlight cost of unimproved infrastructure – “it’s like the wild west!”
  - More community events – invite them, make their voice heard
- Should we be more aggressive in annexing?
  - Consider starting with small patches in NE Milwaukie
    - Helps neighborhood connectivity
  - Absolutely YES! Need to keep Milwaukie green
  - But...lots of infrastructure needs in City
  - Need to consider impacts to low-income residents (displacement)
  - Need to paint picture of future benefits
- Where should growth go?
  - SDCs for ADUs → should they be lower?
    - Encourage more development of this type
    - Like this as alternative to higher buildings
  - Like courtyard style
  - Existing character and privacy concerns – “we’re not Portland”
    - Preserve history
    - At the same time, concerned about sprawl and preserving open space
  - Solar access concern
  - Smaller units aren’t affordable
  - Neighborhood nodes help balance this – 2-3 stories
    - Mixed-use (e.g. Main St townhomes)
    - Architecture matters
  - Build on top of existing historic buildings
- Progressing and moving forward AS MILWAUKIE
  - Preserve what makes Milwaukie unique while accommodating growth
  - Discovering what that looks like for us – not copying other areas
  - “we have a plan!”

### Big Idea

More aggressive program to grow annexation; concern for income of residents in UGMA – can there be costs to mitigate? Growth should be controlled and purposeful; provide benefits such as trees and sidewalks to provide an incentive; annex where people want to annex; focus development in mixed use areas; housing and economic development – development of small buildings

## Public Involvement & Urban Growth Management – Everett/Denny

### Public Involvement

- Question #1
  - Found out from Meet-up
  - **Pilot**
  - NDA meeting
  - Question about how to contact folks outside of city limits
  - Notices at library, etc.
  - **Contact businesses, flyers**
  - List serves
  - **School newsletters (Spanish too)**
  - **Religious organizations (working on housing, etc)**
  - Website is better than in past
- Question #2 – NDAs
  - Do Well
    - Open meetings
    - Adopt a road
    - Land use review



- Engage when there is a land use issue
    - Pilot news about NDAs
    - Expand Pilot NDA communication outside city limits
  - Less well
    - Not high attendance
    - Get people engaged
- Question #3
  - Spanish version of Pilot (at least a blurb)
    - Other languages – way to connect
    - Put near top
  - Stories about people
  - Love the Pilot
  - Info about events – then sneak in the dry stuff
  - Community gardens
  - How to make it engaging
    - Keep providing paper copies for NDAs, land use notice
- Question #4 – board/commission recruitment
  - Retirement home residents
    - River Road – will expand
  - Interest in trails/commerce
  - Pilot ad is always the same
    - Need something to make it attractive
    - Different age groups
    - People – exit interviews with synopsis of issues

#### Urban Growth Management

- Plenty of demand for growth
- Milwaukie felt “homey”
- Expand downtown housing is attractive option
- Concern about downtown height – 3 stories feels right
- Housing will help downtown
- Need a mix of housing – with SF
- Downtown vs dispersed
  - Downtown has transit
- Want mixed use downtown for people that want it
- Infill opportunities exist
  - May want to explore tiny houses/cottages
- Be careful about parking in downtown – and spill over into neighborhoods – infill could be a bigger impact outside the downtown
- Questions 5&6
  - Aggressively annex
  - Everett questions
    - Type of land
      - Industrial commercial
      - Desirable?
    - Annexation – would double population?
  - Didn’t know it wasn’t Milwaukie
  - Clackamas Town Center is redevelopable land
  - Commercial land would benefit City \$
  - Maintain downtown character and expand to UGMA

#### Big Idea

Leverage different spaces; religious organizations, businesses, low cost solutions with big impact; pilot each neighborhood; encourage personal stories

# Appendix B: Raw Comment Form Responses

## Community Involvement

### 1. How can we best engage the diversity of the Milwaukie Community?

- I think having multiple languages (Spanish, Russian, ??) help a lot. Finding local people with these language skills as leaders will help.
- Value based messaging. Utilize school – Milwaukie HS, NC wants opportunities for things people are always doing. Active intentional engagement. Faith-based, church community. Meeting places. Remove barriers to reaching across boundaries. Engaging communities in different ways. Collateral in other languages, childcare, food are important. Approaching marginalized community directly.
- Suggestion: better utilize schools – HS, MS & E/E.
- Outreach to underrepresented communities, with the intention of encouraging engagement.
- Through art culture, perhaps art displays. Designated culture (Vietnamese for instance, Russian, Hispanic, etc.) of food for each month of 1st Friday.
- Communicate in other languages aside from English. The Pilot is great.
- E-list or publish Pilot and other ‘news’ in other languages.
- Involve renters as well. Multi-lingual. Festivals? Open-air music/movies?
- Find community influencers and ask them to pass on info to encourage credibility. Translating info into other languages, paper and online. Hold focus groups with influencers and hear their wishes. Create welcoming environment.
- Reach out to diverse groups. Ensure residents have Internet access.
- H.S. has apparently 30% ethnically diverse population - using the schools as a pathway. Riverfront festivals (like Solstice) for Hispanic and Ukrainian population.
- Ukrainian newspaper or translate Pilot. We have a large number of Russian-speaking/Ukrainian heritage people. Same for Latin or Spanish speaking people.
- Find meeting places and venues for different communities to encourage involvement. Be sure meetings and materials are accessible! Available in multiple languages, on transit routes, childcare/interpretation provided. Reach out to schools/faith communities.
- Address a homeless plan.

### 2. What are the Neighborhood District Associations (NDAs) doing well? What could be improved?

- Don’t see a lot from them. The music in summer is nice. But it is probably more my fault that I don’t participate.
- Additional ways to provide input, receive info - technology. More community gathering: brunch – formal. Email list. School – district headquarters. Welcome kit – bag of coupons. Newsletter/connecting with citywide. Board game night.
- How are NDA’s assuring all/more voices are heard?
- Expanding outreach would be helpful - an ombudsman per NDA could be helpful.
- We live near Johnson Creek. Perhaps invite representative from each neighborhood association to enlist volunteers, distribute info. Annual meeting for all NDA’s to brainstorm.
- Better publicity to attract more people. The grant funds that are received annually is a great idea!
- Positive: small grants, community engagement. Offer a ‘pipeline’ for other boards (people) get involved in NDA and move up and onto better bigger. Negatives: none.
- How do people get reached more easily to be invited/informed?
- I learned about NDAs tonight! An effort to reach the “hard-to-reach” populations. I’ve enjoyed music in the park event before and that would be good to do more - block/street parties.

- Being involved in the local area. Speaking on the neighborhood’s behalf.
- “Welcome Wagons” - notification of new residents and visiting 1:1 with coupons, resources, offer to “buddy” for NDA meetings, etc.
- More outreach to new neighbors. May have monthly gatherings – informal or more options (not meetings). Engage walking group or other sort of activity to bring people together.
- Better recruiting/welcome to new residents. Better access to meetings/notes/agendas. A way for input other than meeting/emailing. Information about mailing lists, etc.

**3. How can we ensure that more community members are receiving information from the City?**

- I think the Pilot works.
- Diverse ways of communication to reach people who like going to meetings, receiving information online, homebound, translating newsletter in other language.
- Accessibility - modes, languages.
- NDA websites and welcome bags/baskets. Multi-language format - Spanish, Russian, etc.
- The Pilot and attending NDA meetings and email access for NDA info and updates.
- Publish in different languages - Spanish, Russian, etc. for the Pilot, on this website for the City as well. Have options for the City website in alternate languages.
- NDA’s, up-to-date website, meetings, places of worship, email newsletters. Translate the Pilot, at least in Spanish.
- Identify who is engaged in a situation.
- Email lists from NDAs. Blogs.
- Mobile-responsive sites. Multiple languages available.

**4. What are better recruitment strategies for Milwaukie’s boards, committees and commissions?**

- Not sure I have tried a few times. But not made the cut. I am assuming we have some great candidates, so I keep trying.
- Talk to groups – community organizations.
- Clear locations/webpages and connecting the community to those pages.
- Ads in the Pilot, could incorporate perhaps a board representative at NDA tables at First Friday.
- An auto-email that says ‘we received your email and will be getting back to you’ - it’s a courtesy that would go a long way.
- More city staff, support and engagement at NDA level.
- Clear expectations of time/effort online; images from past participants; video.
- Reach out to many diverse communities.
- More informal get togethers.

## Urban Growth Management

**5. How can we make annexation more attractive to currently unincorporated areas?**

- Tax incentives
- Paint the picture of where Milwaukie is going
  - SAFE
  - Protecting trees
  - We have plan – we expect to grow but to preserve the small-town character
- I don’t know. I thought that once the area was surrounded annexation was mandatory?
- Help lower income homeowners pay for their SDC’s. Perhaps spread the fees over the whole city as it is the whole city that will benefit from being a larger, more cohesive entity. And, maybe stop allowing “free rides” of city services until they do join (carrot & the stick).

- Provide the thing those neighbors seek most. So, outreach and listening skills and tactics must proceed votes or promises.
  - Engage those neighbors in the conversation and in their language.
  - Lower or defer hookup fees.
  - Growing property values if there are certain rules and regulations. Invitation to share their views and wishes.
  - If the services are amazing, it should sell itself! Maybe the NDA's would be the clincher or neighborhood nodes (city support).
  - Become "active" instead of passive, use the Vision to show key aspects.
  - Improve City services, community centers, libraries.
  - FILOC goes to owners not [unfinished sentence].
  - Provide incentives - create stormwater program like Portland so people get \$\$ off utilities or something like that.
  - Increased services - e.g. city-wide high-speed Internet. Better, Milwaukie-specific transit options.
  - Make the unincorporated areas more independent and livable.
- 6. Should we develop a more aggressive program for annexation of the unincorporated land located in the area subject to the City/County Urban Growth Management Agreement (generally the land between Linwood Ave and I-205)?**
- YES!!
  - Yes, while we still have time to protect trees, green space and creeks. It's very, very hard to put nature back after it's been paved and built over.
  - No, our infrastructure in the incorporated area of Milwaukie (sidewalks, bike paths, etc.) need to be fixed before taking on more problems.
  - Assertive, not aggressive program for annexation. Yes - annex the businesses and neighborhoods will follow. Tell the people how becoming Milwaukie will improve their lives.
  - Yes.
  - Yes.
  - Yes, or Happy Valley will!
  - Yes! This will help expand tax revenue and housing.
  - Yes, and build new mixed-use spaces and light industrial.
  - Definitely!
  - Unsure. Worried about dilution of Milwaukie identity.
  - Mechanism.
- 7. Should the City focus most of its residential growth in its downtown and other mixed-use areas, or have a more dispersed model that prioritizes additional housing opportunities in all neighborhoods?**
- I think downtown should be more services, etc. Restaurants, shops, etc. Dark Horse needs to move (find a good spot in the Industrial Way area). Do not turn DT Milwaukie into Condo central!!
  - Focusing growth in the downtown area (and some neighborhood nodes) is the best way to maintain green areas and keep the trees standing.
  - Dispersed - with convenient public transportation.
  - More ADU's in the city can relate to the dispersed model. We need to have more density around the neighborhood nodes - yet to be defined. Redevelop the old Albertson to mixed-use housing and business.
  - Positive: downtown - can handle via public transportation and major highways. But development of Milwaukie Marketplace [unfinished sentence].

- Neighborhood nodes might be the way to go to make each neighborhood more walkable/bikeable and create a stronger feeling among its residents.
- At least initially in the downtown area, more needs to be offered/developed downtown.
- Should be in many areas. Create neighborhood nodes.
- All neighborhoods - but add/preserve green spaces and community space throughout the city.
- Neo-traditional neighborhoods.
- Downtown 1<sup>st</sup> – most viewed area, hub of city.
- Mixed-use throughout the neighborhoods.
- I would love to see mixed I can use developments throughout neighborhoods, with amenities accessible in walkable distances.
- Not another Happy Valley. Less subdivisions, more independent neighborhood nodes with business and homes.

## Economic Development

### 8. What strategies could help ensure employment growth, including in emerging and non-traditional industries, while accounting for the lack of land supply? Where should this employment go?

- The future is co-working and home-based industries and working.
- North Milwaukie area, Old TriMet lot, DOT etc. Also 224 strip.
- Employment opportunities do not need to gobble up land. Build up, not out.
- Help with small companies – telecommuting.
- Extend the industrial corridor into the Rusk Rd. flood zone and annex the large truck yards along Lake Rd.
- Build up? Create shared warehouse spaces for new businesses, maybe with a subsidy for short-term - business startups with “big ideas”.
- Live-work space, housing mixed with light industrial, urban farming.
- Flexible-use space in central Milwaukie discussed before – light industrial or multi-use space.
- Reach out to displaced PDX businesses to come to Milwaukie.
- I work from home, and that’s becoming more and more common. Think about making Milwaukie attracted to that group. As far as encouraging industry, I argue for a diverse economy. Guessing what’s coming next might be dangerous.
- Strategy: let public invest in economic development. Non-traditional industry: animals with interactive opportunities. Co-working spaces, worker-owned businesses.

### 9. Given the 20-year horizon of the Comprehensive Plan and the rapid pace of change in technology and innovation, what types of flexible policies are needed to provide vision, guidance and flexibility to the plan?

- I feel that attracting big companies (Google) to implement free wifi throughout our city will be huge for growth and innovation.
- Water & water supplies, wifi, sewers.
- Sharing/collaborative frameworks – AirBnB – sharing economy. Retain green/farm areas.
- Allow more work-from-home options and flexible spaces. Communal workspaces.
- Please keep the comp plan aspirational in nature and not so much a regulatory document – as City Manager Ann Ober promoted in the second comp committee meeting.
- Build to accommodate more business options and living options. Approve ADUs that don’t have to be 40’ from the ROW.
- Incentives for retraining, good connections with CCC.
- Flexible, mixed use zoning.
- Support values. Open mind. Creativity - innovative.

**10. What would you like to see in a neighborhood hub?**

- Parks and art are incredibly important to me.
- Local restaurants & small shops. Don't over commercialize.
- Meeting places, parks, gardening spaces, recreation.
- Sharing center for emergency, waste recycling and management, literary, exercise/recreation.
- Food, music, local art, events.
- Small shops like restaurants, coffee shop, library satellites, public meeting spaces, parks and community gardens.
- Building, community space for groups/families to meet - coffee, beer, walkable.
- A public board of some kind to post info.
- Small businesses, public gathering spaces, amphitheater, library.
- Grocery stores – small bodegas or food co-ops. Restaurants. More places to go locally.
- Coffee! Places for people together, increase community interaction. Good accessibility - lighting, crosswalks, etc.
- Indoor/outdoor space for casual events. Walkable - pedestrian access with sidewalks, near transit. Perhaps near business and culture (having more walkable businesses would be excellent).
- Animals. Bathrooms.

**11. How do we create a strong and resilient economy, even in the face of climate change and uncertainty in the global economy?**

- Keep being open to fostering community with events, farmers market, concerts, etc. We all need to keep a trusting, loving community.
- I think the best we can do is protect the creeks that wander thru the city & try to have transportation that flows & reduces smog & emissions.
- Walkable businesses large and small. Good bus service and density in neighborhood nodes.
- Remove Kellogg Dam - create a visitor center downtown so community can appreciate, utilize Willamette River.
- Build intentionally. Reduce risk/waste. Invest in people. Help fill gaps: trades, job search, manufacturing skills.
- Support our neighbors by shopping local - and increasing opportunities to purchase locally.
- First, pave the many neighborhood roads which haven't been paved in decades and are crumbling. It's good for safety, lifting the community's spirit, and alluring the creative class.
- Keep things local - less striving to places helpful. More local businesses.
- Flexible space/zoning. Mixed-use spaces to keep up with change.
- Focusing on the needs of the local community seem sustainable both ecologically and economically.
- Eliminate plastics. Look at McMinnville model.

## History, Arts & Culture

**12. The Comprehensive Plan can build upon language in the Community Vision's goal statements to call for community-wide access and culture, as noted below in bold:**

*"Milwaukie collaborates with community partners to create and preserve spaces to inspire the public to be engaged with the city's past and future. Art and innovation is woven into the fabric of the city **with community-wide access to arts and culture.**"*

**Would a policy based on the above statement be on the right track? How do we better incorporate art and culture into public and private spaces?**

- Community calendar.
- Expansion outside of downtown. Develop a community calendar and website.

- Art in the parks. Pair with NDA meetings/social evening: potlucks, poetry reading, yoga, food trucks, talent night, highlight cultural traditions.
- Require art in new developments - include public gathering spaces.
- Monthly events in the neighborhood park (summer)/nodes (winter) – potlucks, speakers on local history, ethnic groups teaching dance.
- Art in neighborhood parks to engage citizens. Parks - performing arts, music, place, theater. Involve high schools in city activities - show their greatness.
- Yes.
- Expand public art into neighborhoods and more local/successful places. More accessible arts calendar incorporating information from high schools, etc.

**13. How do we preserve important history and promote art in the community while advancing as a diverse and inclusive city?**

- I think building walks with history signs that go back to early Milwaukie and provide a story of where we have been. Suggestion: Create “Heritage House’s” – A plaque from the city for a house that passes the century mark.
- Seeking out our diverse history - art leads culture so building both in tandem. Native history, Chinese history, Ukrainian history, Gypsy history, etc.
- Create historic walk for different neighborhoods - obviously need to have volunteer leader for each. Incorporate ‘poster’ type literature displayed at waterfront Park with info of part of Milwaukie, River history.
- Be intentional, invite artists that are part of the history to create works of art. Honor history and have diversity in mind. History pub talks, library talks/history series, NDA public meetings. This place existed before it was “Milwaukie”.
- Community centers with opportunities for cultural programming.
- Get information to Milwaukie Museum from NDA’s. Get more art and murals in neighborhoods. History night somewhere - neighborhoods? What does history mean? Native American discussions/seminar - assets.
- While honoring the past is important, “history” often excludes certain groups or perspectives. Anything preserving history needs to think about what it’s not including. I think focusing on a diverse future and the stories of current residents is crucial.

**14. Should the City invest in and/or encourage the creation of spaces that accommodate the needs of artists throughout the City?**

- Look a street art. Find ways to “art up” blank grey walls, sidewalks, & streets.
- I would encourage non-centralized art spaces that will be interconnected with pedal and pedestrian friendly corridors.
- Always.
- Yes. Definitely - the development of arts space and arts communities is a proven economic driver.
- Yes, create space for creative endeavors. Art, music, writing space to collaborate and individuals. Perhaps utilize vacant industrial space?
- “Art leads culture,” said by a member of the artMOB. Perhaps create spaces, at least opportunities for artists in some capacity. Sponsorships?
- Film incentives.
- Yes - more funding. If we do provide space we will lose our artists.
- Address zoning where possible to reach artists to settle in the area. Take advantage of the arts community in Portland and provide an affordable alternative.