

WOODBURN PLANNING COMMISSION MEETING MINUTES
May 13, 2010

CONVENED: The Planning Commission met in a regular session, followed by a workshop, at 7:00 p.m. in the City Hall Council Chambers with Vice-Chair

ROLL CALL:

Chairperson	Bandelow	Absent (pre-arranged)
Vice-Chair	Jennings	Present
Commissioner	Grigorieff	Present
Commissioner	Hutchison	Present
Commissioner	Piper	Present
Commissioner	Kenagy	Absent (pre-arranged)

Staff Present Jim Hendryx, Director of Economic and Development Services
 Don Dolenc, Associate Planner
 Vicki Musser, Recording Secretary

Minutes

A. Woodburn Planning Commission Meeting Minutes of April 22, 2010

Commissioner Hutchison moved to accept the minutes as written, and Commissioner Grigorieff seconded the motion, which was carried unanimously.

Business From The Audience

There was none.

Communication

There was none.

Public Hearing

A. Type III Subdivision (SUB 2010-01), Type III Variance (VAR2010-02), and Type III Exception to Street Right-of-Way and Improvement Requirements (EXCP 2010-02)

Staff Report

Associate Planner Don Dolenc gave a Power Point presentation on the proposed 9-lot subdivision with variances and a street exception. The property is located south of Hardcastle, east of Hwy 99E and abuts City limits on the south. It is zoned Residential Single Family (RS). The proposed subdivision has 9 lots, and would necessitate the removal of an existing dwelling. The applicant is requesting variances for lot depth and area for Lots 1 and 6. A road is proposed which aligns with Centennial Rd on the far side of the neighbor's (1830 Hardcastle) property. The proposed road will dead-end at the edge of the applicant's property, along with a Fire Department easement turn-around for fire trucks. The Fire Department has been notified and given the plans, and has no objection. The easement will be vacated when the street eventually goes through the adjoining property at some future date.

Several variances have been requested. One is a variance to alter the minimum lot width from 80 feet to 60 feet on Lot 1, as well as a variance to approve a lot size reduction from 8,000 square feet to 7,364 square feet. While the applicant could design the plat to meet the size requirement for Lot 1, it would result in a very narrow, flag-pole shaped section considered unusable, and the applicant would like to sever that from the Lot 1 parcel.

Vehicular access will be off of Centennial Drive, rather than Hardcastle Avenue.

Lot 6 is also considered a corner lot, and the variances are for a minimum lot depth and area.

The applicant has requested a street exception for Hardcastle Avenue. Hardcastle presently conforms to the cross-section required by the City, with sidewalks, traffic lanes, curb and gutters, a drainage system, and bike lanes. However, it does not conform to the planter width standard. The proposed subdivision will generate approximately a 6.5 percent increase in vehicular traffic. The transportation system has adequate capacity to absorb that increase.

The Planning Division recommends approval of the variances and street exceptions, subject to conditions of approval, that the property be developed in substantial conformity to the proposed subdivision plan, and identify one additional street tree location and appropriate tree species. In addition, it would be required that the applicant enter into a non-remonstrance agreement to participate in the funding of improvements when Hardcastle Avenue is redeveloped at some future date.

Public Comment

Vice-Chair Jennings invited testimony from the audience. Troy Plum, PO Box 374, Corvallis, OR 97329, is the civil engineer for the Kalugin Estates project. An underground pipe system with a detention man-hole would be installed, so there wouldn't be any further storm water burden on the existing system on Hardcastle Avenue. The site is very flat. The plan is to use the earth from street cuts and utilities to raise the lots to increase drainage to the street from the front driveways and roof drains, and to the east and south from the back.

Commissioner Piper asked about the radius of the curve in the proposed road on the property. Mr. Plum said that City of Woodburn's minimum is 100 feet, and the radius of this curve would be 120 feet.

Commissioner Hutchison noted that the 6,000 square foot lot size is very small. Other lots nearby are larger. His concern is congestion, and asked if those sizes were proposed as the result of a cost-benefit analysis. Mr. Plum responded that based on consultation with engineers, the lot sizes were acceptable.

Planning Commission Discussion

Discussion continued among the Commissioners about the proposed lot size.

Commissioner Piper said that the lot size was indeed small, but well within Ordinance requirements.

Commissioner Hutchison had continued reservations about the small lot size.

Commissioner Grigorieff noted that the trend now for many home buyers is for a smaller house and lot, so that there is less to care for.

Commissioner Jennings observed that there are many reasons for smaller lot sizes, and that the 6,000 square feet variance was within the law.

Commissioner Hutchison felt that the Commission needs to look at the City's long-term goals and make sure any present decisions fall in line with those goals.

The discussion ended, and Commissioner Grigorieff made a motion to approve Sub-division 2010-01, Var 2010-02 and Excp 2010-02, subject to the recommendations of staff.

Roll Call

Grigorieff	Yes
Hutchison	No
Piper	Yes
Jennings	Yes

The motion was passed with a 3-1 vote. The final order will be prepared for the next Planning Commission meeting on May 27th.

Workshop

Economic and Development Services Director Jim Hendryx read aloud a memo about revising the sign standards in residential zones. Presently, 2 flags are allowed in residential zones, and the revision would increase it to 3. Size and height were also addressed, with flag size being standardized and not allowed to exceed 40 square feet, and the aspect ratio of an exempt flag not to be greater than 1:2. Flags not meeting these criteria would require permits as pole signs.

Feather flags are recommended to be allowed under a Temporary Sign Permit for a limited time of 4 times a year, for a maximum of 15 days per permit. City businesses using feather flags have not yet been contacted, since Hendryx wants to get the standards adopted first.

Commissioner Piper spoke about temporary signs. He feels strongly that limiting temporary signs hurts local businesses. Temporary signs boost business, and the Planning Commission needs to decide what's more offensive: temporary signs or vacant buildings and loss of business. Temporary signs have value to people in business. He suggested the possible solution that temporary signs might remain until they begin to deteriorate, at which time they must come down or be replaced.

Hendryx noted that there is a regulatory framework for temporary signs. He introduced Melissa Hayden, a company representative for Security Signs, as well as a member of the Sign Focus Group, who was in the audience.

Commissioner Jennings asked if banners are considered temporary or permanent signs.

Hendryx replied that when a sign is permanently affixed, and after taking into account its size and conformance to WDO standards, then it is considered a permanent sign. The Sign Focus Group, which is comprised of business people, studied the community, asking themselves, "What sort of signage is being posted, and is it a value to the community?"

Melissa Hayden told the Commissioners that temporary banners in Portland need a permit if they're posted for more than 30 days. Hendryx said that Woodburn is very generous in its signage regulations. The Planning Division is always willing to go out into the community and help anyone who asks about signage. In many cases, they can suggest alternatives to non-conforming or illegal signs. Educating the community about signs is a necessary component that still needs to be addressed.

Hendryx noted that it was a privilege to have a representative from Daktronics out during the last Planning Commission meeting to show the Commissioners the brilliancy levels in luminas in electronic reader boards. He read aloud the proposed change in luminas. From sunrise to sunset, luminance shall be no greater than 3,000 candelas per square meter. At all other times, luminance shall be no greater than 500 candelas per square meter. In addition, all electronic changeable-copy reader boards must be equipped with an automatic dimming feature that accounts for light levels.

Melissa Hayden said that built-in photo cells will automatically control brightness levels, and would be much less expensive than purchasing the equipment necessary to try and measure brightness levels accurately.

Hendryx told the Commissioners that Assistant City Attorney Jon Stuart is still researching sign amortization. Recently, Hendryx and Dolenc took a tour of the City and saw about 125 non-conforming pole and monument signs. The problem of non-conforming signs is pervasive. ODOT interprets state law to say that if the City applies amortization to non-conforming signs, it needs to compensate those owners. Melissa Hayden noted that in Newberg, where business owners were *not* compensated under an amortization plan, they took down non-conforming signage, but in many cases could not afford to replace them with conforming signs, and the results are holes, stumps or sticks where signage used to be.

He went on to say that the Sign Focus Group spent a long time studying the Woodburn Company Stores signage. It was thought that the main Woodburn Company Stores sign needed to be 300 square feet in area to include an electronic reader board; however, redoing the math shows that it needs to be 550 square feet. The Director of the Company Stores has been notified.

Signage is based on street frontage, and the Company Stores has 1900 square feet of street frontage. At the present, these are the only stores to be eligible for this sign variance.

Commissioner Piper advised that street frontage rules that apply at present only to the Company Stores should be made standard. Hendryx said that the proposal would make it a standard for any future building.

Hendryx proposed that the Planning Commission members go on a sign tour, with special focus on the interchange signs. The Commissioners agreed. He will send out an e-mail with possible dates and times. Businesses at the interchange told the Sign Focus Group that their signs are critical to business success.

Abandoned sign notices are signs without advertisements, or signs posted regarding businesses that have been closed for 180 days or more. Hendryx indicated that it is not necessary to establish procedures in the WDO for abandoned signs. They can be dealt with administratively.

Hendryx said that the Planning Commission might want to hold one or two more sign workshops. If sign standards are changed, advance notice must be provided to the public.

Hendryx went over the proposed revisions for signage in the CG zone, including A-frame signs in the City ROW and the recommendation that wall signs be allowed to comprise 6% on all walls, rather than the present rules that the first wall sign may comprise 6% of that total wall's area, and the second wall may use 3%. He touched on pole signage's existing standards in the CG zone, and the proposal to standardize height to 20 feet for all pole signs, which are only allowed in CG zones.

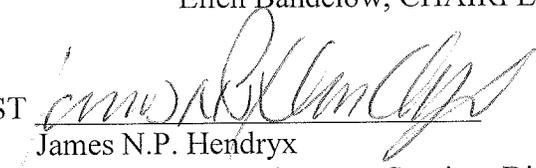
There was some discussion about the proposed Overlay Zone's boundaries, which presently extends to Evergreen Street, and the feeling was expressed that it should be extended to Oregon Way, since businesses such as KFC and Dairy Queen are excluded from using signage that can be seen from the freeway. Several Commissioners felt that this exclusion could be detrimental to the businesses in that area.

The need to hold Planning Commission elections for the Chair and Vice-Chair was brought up. Commissioner Jennings suggested that the Chair position be rotated annually, giving each Commissioner the opportunity to chair the meetings. He noted that in the past, elections have not always been held in a timely manner.

ADJOURNMENT

Vice-Chair Jennings moved to adjourn the meeting/workshop. Commissioner Grigorieff seconded the motion, which carried unanimously. The meeting was adjourned at 9:11 pm.

APPROVED 
Ellen Bandelow, CHAIRPERSON Date May 27, 2010

ATTEST 
James N.P. Hendryx June 1, 2010
Economic & Development Services Director
City of Woodburn, Oregon