

**WOODBURN PLANNING COMMISSION WORKSHOP/MEETING
MINUTES
July 25, 2013**

CONVENED: The Planning Commission met in a public meeting session at 7 p.m. in the City Hall Council Chambers, with Chair Claudio Lima presiding.

ROLL CALL:

Chair	Lima	Present
Vice-Chair	Piper	Absent
Commissioner	Grigorieff	Present
Commissioner	Valladares	Absent
Commissioner	Bandelow	Present
Commissioner	Corning	Present
Commissioner	Carney	Absent

Staff Present: Jim Hendryx, Economic & Development Services Director
Vicki Musser, Recording Secretary

Chair Lima opened the workshop/meeting at 7 pm, and Commissioner Bandelow led the Commissioners in the flag salute.

Minutes

The May 23, 2013 minutes were unanimously approved.

Business from the Audience

There was none.

Communication

There are no pending Planning Commission meetings at this time. A Columbia State Bank land use application has been submitted, and may come before the Commission by the end of August.

Economic and Development Services Director Jim Hendryx told the Planning Commission that the City Council held several hearings on the WDO rewrite. Council is scheduled to approve the ordinance at their meeting on August 12, 2013. Three issues - fencing, temporary commercial signage and Planned Unit Developments - were raised at the latest Council meeting and sent back for the Planning Commission to review.

Workshop

Director Hendryx said that approval on the rest of the ordinance is set for Monday, August 12th, with the exception of the sections on fencing (found in Section 2.106), PUDs (Section 3.109) and temporary commercial signage (Section 3.110). After the

Commission makes a further recommendation on these issues, they will go before Council separately.

Director Hendryx presented a PowerPoint to illustrate the height requirements for fencing in both Woodburn and other cities. A number of people have come into the Planning Department for fence permits this summer. Two people voiced concerns over the present rules regulating side fence height, saying that they were in favor of higher side fences for privacy reasons. They were asked to submit written verification of their concerns to the City Council. Nothing has been received to date. Presently, fences along the street side are allowed to be 3 ½ feet high, and a foot higher for every 6 feet farther back, up to a total of 7 feet high. In every intersection, there is a vision clearance area that prohibits shrubs and bushes being over 42 inches.

Commissioner Bandelow discussed the idea of tall fences in front yards, meant to preserve privacy. Even though some houses are built in a manner that leaves very little back yard, building a tall fence in front of the house leaves it looking like a fortress, and detracts from the aesthetics of the neighborhood. Commissioner Corning noted that when people live in a town, they should realize that of necessity, there is a lessening of privacy.

The present proposal states that on corner lots any fencing along a side street would be allowed to be six feet tall, not counting vision clearance areas, which extends 30 feet from the corner in both directions.

The consensus of the Planning Commission was to leave the ordinance as it is presently proposed.

The next issue centered on temporary commercial signs in commercial zones. The sign ordinance does not effectively regulate temporary commercial signs, such as real estate signs. Commercial real estate signs typically stay up longer than 60 days, which is longer than the temporary permit allows. A letter was presented to City Council requesting a change in the ordinance, and so it was returned to the Commission for further consideration. Director Hendryx reminded the Commission that Woodburn's sign policy is to be content neutral. He discussed other cities and their regulations regarding temporary commercial signs. Canby, for instance, regulates by ordinance and temporary commercial signs are allowed, in addition to regular signs, during construction, sale or lease.

Staff recommended that temporary commercial signage:

- Should be allowed in addition to regular signs during construction, sale or lease
- In medium density residential (RM), can be up to 32 square feet in size
- In commercial (CG, DDC, CO, NNC) zones, can be up to 64 square feet
- In industrial (IP,IL, SWIR) zones, can be up to 120 square feet in size

Planning Commission consensus was that temporary commercial signage could be up to 32 square feet and that on corner lots two temporary signs would be allowed, in order to in order to face each street.

Director Hendryx went on to discuss the third topic involving Planned Unit Developments or PUDs. PUDs are regulated by Woodburn Development Ordinance 3.108.

- A Planned Unit Development (PUD) is intended for development under unified control planned as a single continuous project, to allow single or multi-use projects within its boundaries and provide greater design flexibility for development proposed within the PUD.
- A PUD should result in development superior to that which would occur using conventional zoning regulations.
- A PUD is appropriate if it enhances preservation of the natural environment, encourages high quality and innovative design and ensures adequate public facilities and services for the development.

Tukwila and Senior Estates are examples of PUDs, which are comprised of a minimum of five acres and do not allow other types of housing, such as row houses, since PUD housing cannot be clustered in one area. There are two types of PUDs, residential and mixed use, which are allowed in all City zones with special regulations.

Problems with PUD include:

Limited incentives

Density/clustering not allowed

Housing types

Open space preservation

Review process

Variance processes to reduce setbacks and/or lot size

Chair Lima suggested incorporating more land in the City as a possible solution; however the proposed Urban Growth Boundary (UGB) has been held in the court system since 2007, and there is no deadline for the Court of Appeals to make a final decision. Jim pointed out the proposed UGB.

After further discussion the Commission consensus was further discuss PUDs in a series of workshops.

Business from the Commission:

Commissioner Bandelow asked about any regulations concerning “human signs”, people wearing or waving signs by, or on, the streets, such as tax aid signs. Director Hendryx will research this and report back to the Commission, with an eye towards vision clearance and safety.


The Commission requested continued vigilance from the Planning staff in regards to illegal temporary signs, such as feather flags.

Commissioner Bandelow thanked Public Works for putting in a retaining wall at Alvah G. Cowan Park, located at 620 Garfield Street.

The Commission issued congratulations to Vicki Spitznogle on her recent marriage.

Adjournment

Commissioner Corning made a motion that the meeting be adjourned, and Commissioner Bandelow seconded it. The meeting was adjourned at 8:07 pm.

APPROVED  8/22/13
Claudio Lima, Chair Date

ATTEST  8/26/13
James N.P. Hendryx Date
Economic & Development Services Director
City of Woodburn, Oregon