



**CITY OF REDMOND**  
**Community Development Department**

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**REDMOND URBAN AREA PLANNING COMMISSION**  
**City Council Chambers**  
**777 SW Deschutes Avenue**  
**Monday, February 27, 2017**  
**6:30 PM**

**Agenda**

**UAPC  
Members**

**James  
Cook,  
Chair**

**William  
Hilton,  
Vice Chair**

**David  
Allen**

**Ross  
Centers**

**Kevin  
Seibold**

**Alicia  
Wobbe**

**Joseph  
Zika**

**Youth Ex  
Officio  
Vacant**

- I. CALL TO ORDER / INTRODUCTIONS**
- II. CITIZENS COMMENTS**
- III. APPROVAL OF MINUTES**
  - a. February 6, 2017 (*Exhibit 1 pages 2-4*)
- IV. PRESENTATIONS**
  - a. Bike and Pedestrian System Planning Efforts – Scott Woodford (verbal presentation)
  - b. Master Plan Variances – Deborah McMahon (*Exhibit 2, page 5*)
  - c. Updates – Ongoing Projects - Deborah McMahon (*Exhibit 3, pages 6-7*)
    - i. Update on PSU Charrette
    - ii. Update on Alley dialog with COBA
    - iii. Begin Tree Review thoughts and schedule COBA dialog about number and placement
- V. STAFF COMMENTS – Upcoming Items (page 8)**
  - a. Work Session for Greg Service Master Plan – N. Canyon
  - b. Schedule Goal Setting
  - c. Schedule Visioning
  - d. Schedule City Tours
- VI. COMMISSIONER COMMENTS**
- VII. ADJOURN**

\*Please note that these documents are also available on the City's website [www.ci.redmond.or.us](http://www.ci.redmond.or.us); click on City Government, hover on Commissions and Committees, click on Urban Area Planning Commission. You may also request a copy from City Records Office 923-7751 or email [KellyM@ci.redmond.or.us](mailto:KellyM@ci.redmond.or.us)

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**DRAFT Exhibit 1**

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Redmond, OR 97756-2242

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**REDMOND URBAN AREA PLANNING COMMISSION**  
**MINUTES**

**February 6, 2017**

777 SW Deschutes Avenue, Council Chambers, Redmond, Oregon

**Commissioners Present:** Chair James Cook, Vice-Chair William Hilton, David Allen, Ross Centers, Kevin Seibold, Joseph Zika III (*absent: Alicia Wobbe; 1 vacancy*)

**Youth Ex Officio:** Vacant

**City Staff:** Deborah McMahon, *Planning Manager*; Kate Porsche, *Community Development Director*; Cameron Prow, *TYPE-Write II*

**Visitors:** Karna Gustafson, *Central Oregon Builders Association (COBA)*

**Media:** None

*(The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)*

**I. CALL TO ORDER – INTRODUCTIONS**

Chair Cook opened the Redmond Urban Area Planning Commission (PC) meeting at 6:30 p.m. with a quorum of commissioners (6 of 7) present.

**III. APPROVAL OF MINUTES**

A. December 5, 2016

**Motion 1** (6/0/0): Commissioner Hilton moved to approve the December 5, 2016, minutes. Commissioner Seibold seconded the motion which passed unanimously.

B. January 23, 2017

Commissioner Cook requested a correction to his remarks under Section I/**CALL TO ORDER – INTRODUCTIONS**: He is a “former” not “current” Parks Committee member.

**Motion 2** (6/0/0): Commissioner Centers moved to approve the January 23, 2017, minutes as amended. Commissioner Zika seconded the motion which passed unanimously.

**II. CITIZEN COMMENTS**

None.

**IV. PRESENTATIONS**

A. Update Presentation on Bike and Trails Plans

Chair Cook postponed the presentation due to Senior Planner Scott Woodford's absence.

Ms. McMahon said the work BPAC (Redmond Bicycle and Pedestrian Advisory Committee) has been doing was absolutely critical to addressing and implementing the Redmond Urban Area Comprehensive Plan, particularly the Transportation System Plan. She outlined the City's review process for the Bike and Trails Plan.

B. PowerPoint Presentation and Deliberation on Height Calculations, Tree Placement, Alley Design, and Minor Code Changes

**Building height:** Ms. McMahon summarized current code requirements and concerns of City staff, COBA, and City Council. Staff has agreed with COBA's recommendation to calculate the residence height by utilizing the average finished grade, subject to omitting references to slope percentages and pitch. Ms. Porsche noted simplifying the language to one calculation process would be easier to administer.

Following discussion, commissioners agreed by consensus with the staff recommendation.

**Tree placement:** Ms. McMahon reviewed staff-proposed changes and COBA's recommendation to leave the number of trees as originally required, but to change the 30-foot maximum distance to an average distance of 30 feet to allow for driveways and other obstructions. The City Arborist has recommended planting the right tree in the right place. City Public Works is studying urban forest issues. She presented an option for spacing trees by classes: Class I, trees that are 25 feet or shorter (only allowed under overhead power lines), 20-30 feet apart; Class II, 40 feet or shorter, 30-40 feet; and Class III, taller than 40 feet, 40-60 feet apart. She asked the Planning Commission to defer a decision to allow staff more time to work with Public Works, COBA, and other agencies to resolve this issue. Staff will then re-present this issue with new recommendations to the Planning Commission.

Commissioner concerns included why tree spacing was a problem, potential conflicts between the lot-width table and the average-distance proposal, relying on an on-the-ground evaluation based on lot configuration, grow-out time, power-line height in Redmond, and water consumption, and consulting with the Redmond Parks Committee which serves as the Redmond Tree Board.

**Alley design:** Ms. McMahon outlined recommendations by the Planning Commission and staff which were forwarded to Council. Staff will review prior commission minutes to identify additional code update issues for commissioner review.

Ms. Porsche recommended the Planning Commission postpone discussion of alleys to its next meeting to allow staff more time to work with community partners to resolve this issue.

Commissioner concerns included why alleys were the only idea advanced to meet goals of Redmond's comprehensive plan and inviting community partners with concerns about alleys to attend the next Planning Commission meeting on this issue. Commissioners requested clarification of meeting procedures and noticing requirements for "presentations," "work sessions," and "public hearings."

V. **STAFF COMMENTS**

Ms. Porsche discussed how the upcoming move to the new city hall was impacting City operations. Moving will begin on February 13 and is expected to take two weeks. Meetings will be held at the new location starting in late March 2017. A ribbon-cutting ceremony will be held at the new city hall – 411 SW 9<sup>th</sup> Street – on Tuesday, February 21, 2017, 10 a.m.-12 noon. Historic Landmarks commissioners will serve as tour guides.

Following discussion, commissioners agreed to move their regularly scheduled 3<sup>rd</sup> Monday meeting from February 20 (Presidents' Day) to March 27.

Next meeting: Monday, February 27, 2017, 6:30 p.m.

**VII. COMMISSIONER COMMENTS**

Chair Cook requested staff e-mail the scope of the City’s Transportation System Master Plan.

**VIII. ADJOURN**

**Motion 3** (6/0/0): Commissioner Seibold moved to adjourn. Commissioner Hilton seconded the motion which passed unanimously.

With no further business, Chair Cook adjourned the meeting at 7:10 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

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James Cook  
Chair

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Deborah McMahon  
Planning Manager



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## STAFF REPORT *Exhibit 2*

**DATE:** February 27, 2017  
**TO:** Planning Commission  
**THROUGH:** Kate Porsche, Community Development Director  
**FROM:** Deborah McMahon, Principal Planner  
**SUBJECT:** Discussion about Variances – Carry over from Council hearing on Phase 1 Code Update

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### Report in Brief:

The Phase 1 Code Update covered many items and much work was done with regard to the review of Master Planning requirements. Several items were sent back to you for further review, one of which is how to proceed with variances to minimum lot size for master plans.

### Background:

Master plans are complicated and require Planning Commission and City Council review. They result in a binding commitment so developers construct neighborhoods according to the approved plans. Any modifications of these plans go back to the Planning Commission for review according to our procedures and to make sure the Great Neighborhood Principles are met at all times. The potential to deviate from original approvals would be increased by allowing individual variances. Thus, the language recently adopted (see highlighted text, below) would prohibit minimum lot size variances as singular land use requests.

**8.0700 Authorization to Grant or Deny Variances.** Except as provided for in Section 8.0710, the Community Development Director or Hearings Body may authorize variances from these standards where it can be shown that owing to special and unusual circumstances related to a specific piece of property, the literal interpretation of these standards would cause an undue or unnecessary hardship; except that no variance shall be granted to allow the use of the property for purposes not authorized within the zone, or to alter any procedural requirements of these standards. Variances to residential yard/setback requirements may be allowed as described below; in granting a variance, conditions may be attached to protect the best interest of the surrounding property or neighborhood and to otherwise achieve the purposes of these standards. Variations from required minimum lot sizes (unless accepted by RDC section 8.0575(2) **and approved Master Plans**) are not candidates for variance consideration.

### Discussion/Recommendation:

The Council asked the Planning Commission to re-review this language. Staff can develop or modify the code language as needed or leave the language as is.

Deborah McMahon  
Principal Planner



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## STAFF REPORT *Exhibit 3*

**DATE:** February 27, 2017  
**TO:** Planning Commission  
**THROUGH:** Kate Porsche, Community Development Director  
**FROM:** Deborah McMahon, Principal Planner  
**SUBJECT:** Updates on Various Items

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### Updates in Brief:

Staff would like to update the Planning Commission on various items.

#### a. Portland State University - PSU Charrette

Staff responded to this recent announcement and was unanimously selected by PSU:

*“Portland State University graduate students in the School of Urban Studies in Planning course “Sustainable Cities and Regions” would like to host a full or half-day design workshop as part of their citizen engagement and sustainable development studies. The 35 students would conduct a design workshop, then write a comprehensive report summarizing the event and incorporating their specific research topics. Ideally this would be a Saturday event at the end of this month or early March.*

*If your city has a project that would benefit from this event and research report, please reply to this post or contact Instructor Ric Stephens at [rstephe@pdx.edu](mailto:rstephe@pdx.edu) “*

There is a tight timeline on this work and Staff is preparing for a March 11<sup>th</sup> Charrette-style workshop. The topics selected will be focused on:

The proposed student projects are as follows:

1. “Western Gateway Design Workshop” (summary report)
2. “Smart Sustainable Redmond” (compilation of student research and ~30 recommendations)
3. Videos (30)
4. Downtown Aerial Photography and Photosimulations (please ask the airport control tower for permission to fly a drone below 200 feet above ground level)
5. Others to be determined

#### b. Update on Alley dialog with the Central Oregon Builders Association - COBA

Staff met with COBA and it was determined that dialog would continue on this matter at the next COBA meeting in March. A small group will be formed to further review options, potential consensus, and semi-concepts for the Planning Commission to consider.

c. Begin Tree Review thoughts and schedule COBA dialog about number and placement

Dialog and discussion has been desired on tree planting, Urban Forest, and species. COBA is concerned about the number of trees and the placement required. It would be good to begin discussions on this topic and move forward with general concepts for future review. This may require a sub-committee approach.

Deborah McMahon  
Principal Planner

- Work Session Meeting – 1<sup>st</sup> Monday @ 6:30 pm – May be a hearing depending upon volume
- Hearing Meeting – 3<sup>rd</sup> Monday @ 6:30 pm – May be a work session depending upon volume

**Note Meetings will be in the new City Hall Room 208**

## UPCOMING AGENDA ITEMS URBAN AREA PLANNING COMMISSION

Date	Time	Place	Topic(s)
2/27/17	6:30 PM	Civic Rm 208	Bike and Ped Presentation (carried over due to illness) Master Plan Variances Report on PSU Student Charrette Project Update on alley discussion Begin dialog on tree issues
3/6/17	6:30 PM	Civic Rm 208	Schedule Goal Setting Dialog and Schedule on visioning Schedule for City Tours
3/20/17	6:30 PM	Civic Rm 208	Work Session on Greg Service Master Plan – N. Canyon area Review High Density Zone Overlay Results

**Future Meeting Agenda Items – timeline to be determined - Other items added if new development applications received.**

**Potential Master Plans:**

1. Central Christian - awaiting annexation agreement
2. Service - work session on 3/6/17
3. Havniar TBD – awaiting annexation agreement
5. DSL UGB Expansion – Large Lot Industrial – awaiting State Traffic Model Data

**Future Text Amendments:**

1. Add Commercial Design Review to Development Code
2. Add High-end Housing Incentives
3. Modify Comprehensive Plan to add S. Highway Corridor Plan

**Grants and Long Range Projects:**

1. Parks Master Plan – ongoing now
2. Transportation System Master Plan – Contracts Signed
3. Neighborhood Revitalization Plan – Contracts Signed – Project proceeding to Kick-off
4. Framework/Master Planning in the UGB – PC option TBD