



CITY OF REDMOND
Community Development Department

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REDMOND URBAN AREA PLANNING COMMISSION

MINUTES

June 5, 2017

411 SW 9th Street, City Hall Council Chambers, Redmond, Oregon

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

Youth Ex Officio Absent: Yuxuan (Robin) Wong

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

Visitors: Tory Allman, *City Council Liaison*; Mary Meloy; Peg Devries

Media: None

(Agenda items appear in the order discussed. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)

I. CALL TO ORDER – INTRODUCTIONS

Chair Cook called the regular meeting of the Redmond Urban Area Planning Commission (PC) to order at 6:32 p.m. with a quorum of commissioners (4 of 6) present.

II. CITIZEN COMMENTS

None.

III. APPROVAL OF MINUTES

A. May 1, 2017

Motion 1 (4/0/0): Commissioner Centers moved to approve the May 1, 2017, minutes as written. Commissioner Allen seconded the motion which passed unanimously.

IV. WORK SESSION

A. Higher Density Overlay

Ms. McMahon presented (PowerPoint) her staff report and a draft of Higher Density Overlay Multifamily Design Guidelines. Her discussion covered the background of this issue and suggested changes to City code. Staff researched best practices and what other cities do. This research suggested concentrating high-density development in one area could overload infrastructure capacity and City services. She reviewed potential sites capable of supporting higher density. Concerns included in her summary: consistency with the comprehensive plan and great neighborhood planning principles, protecting viewsheds, multi-family opportunities, and transit availability. *Next steps* included review of proposed code changes by the City Attorney and Redmond Housing and Community Development Committee prior to a Planning Commission public hearing.

Commissioner concerns included difference between duplexes and triplexes, zero-lot-line subdivisions, status of the draft design review guidelines (recommendations or requirements), justification for requiring solar water heating systems for pools and community buildings, if condominiums (condos) could follow the draft design guidelines, distinguishing between townhomes and condos, map parcels that might benefit from this overlay, if 30 units per acre were required or recommended, great way to get quality affordable housing, selection criteria for candidate properties, if developers could ignore “should” language, type of City notice to surrounding property owners, and quantitative standards for prewiring solar capability into housing projects.

Ms. McMahon asked commissioners to e-mail additional concerns to her.

B. Work Plan and Goals 2017-2018

Ms. McMahon reviewed the newest draft of work plan and goals for fiscal year 2017-2018.

Motion 2 (4/0/0): Commissioner Centers moved to approve the 2017-2018 Goals and Work Plan as presented in Exhibit 3 of tonight’s meeting packet. Commissioner Allen seconded the motion which passed unanimously.

V. STAFF COMMENTS

Ms. McMahon reviewed (PowerPoint) Upcoming Agenda Items.

Ms. Porsche followed up on issues raised by commissioners at prior meetings:

- Must a quorum of commissioners be present for the Planning Commission to take public testimony? She read aloud City Attorney Steve Bryant’s response. She stated that, going forward, the Planning Commission would not take public testimony unless a quorum was present. She advised commissioners to inform Ms. McMahon of their availability for any scheduled meeting date, particularly when public hearings are scheduled.
- Planning Commission review process for master plans. Ms. Porsche reviewed commissioners’ practice of holding work sessions and public hearings on separate days. She recommended the Planning Commission change to opening a public hearing and continuing it if they needed more information before making a decision. Chair Cook explained the rationale behind commissioners’ preference for reviewing master plans in two meetings (work session, then public hearing) on separate days.
- Number of units approved in recent master plans. Ms. Porsche provided a handout from Senior Planner Scott Woodford. Listed were seven master plans the Planning Commission approved in the last few years which included the number of units approved.
- Planning Commission meeting schedule. Results of the survey conducted at the May 1 meeting indicated commissioners would prefer to keep the meeting schedule of 1st and 3rd Mondays at 6:30 p.m.

Upcoming Meetings:

- June 19, 2017 (Monday), 6:30 p.m. – Planning Commission
- August 17, 2017 (Thursday), 6:30 p.m. – joint Planning Commission and Parks Committee

VI. COMMISSIONER COMMENTS

Chair Cook requested a status report on City tours for commissioners. Ms. McMahon said staff would move forward on this item as soon as possible.

Commissioner Zika referenced a training he attended in Madras and noted the City of Redmond followed a different master-planning process than other Oregon cities. Ms. McMahon said every city was a little different and that Redmond had to follow its own procedures ordinance. She suggested parts of the code, such as plat reviews, that could benefit from changes to improve service and reduce review time.

Chair Cook said the Madras training was good.

VII. ADJOURN

Motion 3 (4/0/0): Commissioner Zika moved to adjourn. Commissioner Centers seconded the motion which passed unanimously.

With no further business, Chair Cook adjourned the meeting at 7:38 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this 8th day of August, 2017.

ATTEST:

/s/ James Cook
James Cook
Chair

/s/ Deborah McMahon
Deborah McMahon
Planning Manager