



**CITY OF REDMOND**  
Community Development Department

716 SW Evergreen Avenue  
Redmond, OR 97756-2242

Phone **541-923-7721**  
Fax 541-548-0706

[www.ci.redmond.or.us](http://www.ci.redmond.or.us)

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

**January 20, 2016**

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

**Commissioners Present:** Chair Evan Dickens, Vice-Chair Dean Lanouette, David Allen, James Cook, William Hilton, Lori McCoy, Kevin Seibold

**Youth Ex Officio:** Vacant

**City Staff:** Heather Richards, *Community Development Director*; Deborah McMahon, *Principal Planner*

**Council Liaison:** None

**Visitors:** None

**Media:** None

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

**I. CALL TO ORDER**

Chair Dickens opened the meeting at 6:02 p.m. with a quorum of commissioners (6 of 7) present. Commissioner Cook arrived shortly thereafter, bringing the number of commissioners resent to 7.

Chair Dickens reported Kevin Seibold had been appointed as a new planning commissioner but still needed to be sworn in.

Commissioner Seibold said he was a four-year Redmond resident and summarized his background.

**II. ELECTION OF CHAIR and VICE-CHAIR**

**Motion 1** (7/0/0): Commissioner Allen moved to nominate Commissioner Dickens as Chair and Commissioner Lanouette as Vice-Chair for calendar year 2016. Commissioner McCoy seconded the motion which passed unanimously.

**III. SWEARING IN**

Ms. Richards administered the oath of office to new Commissioner Seibold.

**IV. CITIZEN COMMENTS**

None.

**V. APPROVAL OF MINUTES**

**Motion 2** (5/0/2): Commissioner McCoy moved to approve the November 16, 2015, minutes. Commissioner Allen seconded the motion which passed with Commissioners Allen, Cook,

Lanouette, McCoy, and Seibold voting in favor and Dickens and Hilton abstaining due to their absence from the November 16 meeting.

## **VI. DISCUSSION ITEM**

### **A. Mid-Town Plan Update**

Ms. Richards explained the Planning Commission's review role in the Mid-Town Area Plan which is currently being worked on by DURAC (Downtown Urban Renewal Advisory Committee). The Mid-Town area is bounded by 4<sup>th</sup> Street, 7<sup>th</sup> Street, Kingwood Avenue, and West Antler Avenue. Her summary of the process to date included DURAC's goals, zoning, leveraging financial resources, and citizen involvement. The public workshops have been well attended, especially December 2015 which was standing room only. Citizen input indicated a desire for more residential, commercial, and recreational activity. The City is exploring a variety of options to stimulate private investment including site control, catalytic projects, public/private partnerships, development incentives, and what the City can do to make Mid-Town more interesting to developers.

Commissioners asked questions to clarify their understanding of the Mid-Town plan. Additional concerns included development patterns/trends, Mid-Town's relationship to the Downtown Urban Renewal District and Professional Business Medical District, potential investors, mixed-use design philosophy, other projects planned for Mid-Town, parking, pedestrian safety, traffic circulation/access, target demographic for downtown residents, missing commercial demographic, outside consultants, funding resources (business improvement district, urban renewal stability/flexibility), uses allowed in current zoning, affordable housing definition, residential density, and property owner outreach.

## **VII. WORK SESSION**

### **A. Work Plan Overview**

Ms. McMahon reviewed progress on the 2015-2016 work plan and outlined current and future projects. Projects remaining to be done included master plans, text amendments, code updates, TSP (transportation system plan) update, revitalization area plan, and adopting a new work plan for 2016-2017.

Commissioner concerns with the work plan included adequacy of staff to support projects underway or being planned due to new activity, how the Planning Commission could support a greater staffing level, and when the comprehensive plan will be updated.

Ms. Richards reported the Community Development Department had requested authorization to hire another planner.

### **B. Upcoming Projects**

Ms. Richards requested the Planning Commission add two projects to its 2016-2017 work plan: (1) commercial design review and (2) housing overlay district to increase density in the R5 zone.

## **VIII. COUNCIL LIAISON COMMENTS**

None.

## **IX. COMMISSIONER COMMENTS**

Chair Dickens stated he would be absent from the April 4, 2016, meeting. He noted the terms of Commissioners Allen, Dickens, Lanouette, and McCoy would expire on December 31, 2016. Chair Dickens stated his intent to continue holding public hearings at 7 p.m. on the first Monday and work sessions at 6 p.m. on the 3<sup>rd</sup> Monday of each month, when the workload permits. Given

the increased level of public interest in recent hearings, he recommended the Planning Commission hold its public hearings at Council Chambers again.

Ms. McMahon responded that the level of activity in applications and processing deadlines might require the Planning Commission to hold public hearings on both the 1<sup>st</sup> and 3<sup>rd</sup> Mondays or meet more than two times per month.

Following discussion, Commissioners agreed that longer sessions two times a month was more desirable than increasing the number of meetings. Chair Dickens requested that the City provide water and coffee for longer meetings.

Commissioner Hilton asked for the February 1 meeting to start later than 6 p.m. He is also a member of the BPAC (Bicycle and Pedestrian Advisory Committee) meeting which runs 4-6 p.m. the 1<sup>st</sup> Monday of every month and would like a meal between the two meetings.

Commissioner Lanouette requested packets be made available earlier to allow adequate time for review before a meeting. Commissioner Cook asked if the packets could be posted on the City website. Chair Dickens requested that e-mailed meeting notices to commissioners include both the meeting packets and a link to the City website.

Ms. Richards responded that the current workload and staffing capacity made it difficult to achieve the goal of getting meeting packets to commissioners the week before a meeting. However, staff are working to resolve this issue.

Commissioner Allen expressed concern about unintended consequences losing a project due to burdensome commercial design criteria trying to social-engineer the market. He stated his belief that the market would be more likely to do what the City wanted if the approach was more participatory through developer incentives.

Commissioner Lanouette asked if City policy required a public information meeting to be held when a conditional-use permit is requested. Ms. Richards explained the process and why some conditional-use permits are handled administratively and others require public meetings.

Commissioner Seibold expressed his concern about the need for a traffic signal at 35<sup>th</sup> Street and Highland Avenue in connection with the Obsidian Trails plan. Chair Dickens expressed concern about the developer advocating for changes in the Planning Commission's recommendation. Ms. McMahon said the City has been tracking the developer's discussions with ODOT (Oregon Department of Transportation) in terms of the final design and costs. The City Engineer is considering the number of trips that should be allowed through that intersection in Phase 1.

#### **X. STAFF COMMENTS**

Ms. Richards stated that City Attorney Steve Bryant would attend a near-term future meeting to train commissioners on quasi-judicial decision-making and e-mail communication protocol. She announced the City Council public hearing on the Obsidian Trails PUD (planned unit development) master plan would be held on February 9.

Next meeting: Monday, February 1, 2016, 6:30 p.m.

#### **XI. ADJOURN**

With no further business, Chair Dickens adjourned the meeting at 8:13 p.m.

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by me this 16th day of February, 2016.

ATTEST:

/s/ Evan Dickens  
Evan Dickens  
Chair

/s/ Heather Richards  
Heather Richards  
Community Development Director