

MILL CITY PLANNING COMMISSION
Meeting of June 18, 2019

**The meeting was preceded with a site visit to
Mill City Falls Park – NE Wall Street at 4:30 p.m.**

Planning Commission members present: Chair Ann Carey, Marge Henning, Woody Koenig, David Leach and Grant Peterson.

Staff in attendance: Planning Advisor David Kinney and City Recorder Stacie Cook.

City Council Representatives: None.

Agency Representatives: Eve DeCesaro, Pacific Power and Bryce Foster, Pacific Power.

Citizens: Sandy Lyness

The meeting was called to order at 6:30 p.m. Chair Ann Carey led the pledge of allegiance.

APPROVAL OF MINUTES: *Woody Koenig moved, seconded by Dave Leach to approve the minutes of June 3, 2019, as amended. The motion carried, (6:0).*

APPOINTMENTS TO THE PLANNING COMMISSION: Chair Carey said that Grant Peterson was re-appointed to his seat and Sandy Lyness to the second seat for the upcoming fiscal year.

ELECTION OF OFFICERS: CHAIR AND VICE CHAIR FOR JULY 2019-JUNE 2020: Chair Carey asked if anyone is interested in taking over the position as Chair. No volunteers.

Dave Leach nominated Ann Carey as Chair. The nominations were closed. All in favor.

Grant Peterson nominated Marge Henning as Vice Chair. No further nominations. All in favor.

PUBLIC COMMENT: None.

PUBLIC HEARING CONTINUATION:

File No. 2019-04

Applicant: City of Mill City/PacifiCorps

Proposal: Electric Vehicle Charging Stations and Parking Lot
Improvements Conceptual Park Plan Modifications.

Location: Mill City Falls Park in the 100-200 Block, NE Wall Street

Chair Carey opened the continuation of the public hearing at 6:40 p.m.

APPLICANT'S PROPOSAL: Mr. Kinney gave a brief update as to the status of this application stating that there were public objections to the EV station designs and fitting into the park site. The hearing was continued to give staff, PacifiCorp and the adjacent property owners the

opportunity to discuss a design that could work for all involved.

The City retained Brian Bainnson, Landscape Architect, to come up with designs as to how a larger parking lot that serves the City and the adjacent property owner for the parking while maximizing available parking. Two designs were presented and the one presented this evening was the one liked by most.

An executive session was held with the City Council to discuss this project and property acquisition. The end result was direction to continue negotiations and designs for a parking lot with EV charging stations.

Bryce Foster, PacifiCorp, said that the original concept was for five EV stations on the City's property. The new design shows 34 spaces, including seven EV charging stations. The power box is at the southwest side of the property. Conduits allowing for upgrade of infrastructure are planned so as technology improves, the charging stations can be easily upgraded.

Mr. Kinney asked if there is anything from the street side view of the charging pedestals that would make them more attractive. Mr. Foster said that the color of the back charging station could be changed so that it blends in with the landscaping.

It was asked if the blue front could be changed. Eva DeCesaro Said that typically the color is orange and the blue is the design teams attempt to lessen the impact of the stations.

Marge Henning arrived at 6:50 p.m.

Mr. Koenig asked about RV access within the parking area. Mr. Kinney said that the Council is looking at implementing parking restrictions in the area and providing RV, boat, trailer parking only.

Mr. Peterson said that if signage is needed he would like to see it done tastefully.

Marge Henning asked about pedestrian walkways and sidewalks around the perimeter of the parking area. Mr. Kinney said that he and Mr. Bainnson discussed sidewalks and pedestrian access. The conclusion was that most people will funnel to the center walkway in the plan to access the park. Ms. Henning asked if there is a need for pedestrian walkway signage or a marked walkway for those who want to access Wall Street directly from the parking. Mr. Kinney said that there is a crosswalk in the area.

Mr. Kinney said that one requirement the City will need to have is a way for any City vehicles to get from Wall Street into the site to service the pump station.

Chair Carey said that a pedestrian access into the park from Wall Street needs to be included in this plan.

Mr. Kinney said that the staff report is updated to reference the new design plan. The recommendation to the Planning Commission is that the approval be given for the full site plan

with the understanding that the development will be done in two phases with phase one being done immediately.

The property owner and the City need to reach an agreement before any development takes place. The property owner proposes to transfer ownership to the City of this parcel.

Recommended conditions of approval include:

1. Site plan, including six EV Charging Stations be approved as shown on included Sheet C-2, Exhibit "A" and Exhibit "D".
2. Final construction plans for Phase 1 shall include:
 - a. Twenty parking spaces, including one ADA and six EV
 - b. Temporary storm detention areas at the south end of the entry drives
 - c. Landscaping for Phase 1
 - d. Streetscape improvements including decorative fencing and shrubbery along NE Wall St. as shown on Exhibit "D: and approved by landscape architect
 - e. Electrical conduit and service for decorative street lights
3. Construction of Phase 1 improvements shall start within one year of date of site plan approval and no later than July 1, 2020.

Mr. Peterson asked who is paying for these improvements. Mr. Kinney said that the intention is to do as much of phase one as possible using PacifiCorp funds. The remaining costs, if any, will depend upon negotiations with the property owner.

CLOSE OF HEARING: Chair Carey closed the hearing at 7:16 p.m. and called for deliberation.

PLANNING COMMISSION DELIBERATION: Chair Carey said that she wants to be sure that a pedestrian path be included in the design. Mr. Kinney suggested adding an item 'f' stating that a pedestrian entry path be included within the Mill City Falls Park from Wall Street and 'g', to modify the road side of the EV charging stations to a green or earth tone color.

Modifications to conditions of approval include:

Item 'f' stating that a pedestrian entry path be included within the Mill City Falls Park from Wall Street.

Item 'g', to modify the road side of the EV charging stations to a green or earth tone color, and;

Item 4, evidence of City ownership or the current property owner's consent to proceed and final construction plans shall be provided to the Planning Commission prior to construction.

Grant Peterson moved, Woody Koenig seconded by to approve File No. 2019-04, City of Mill City Electric Vehicle Charging Station site plan, subject to the modified conditions of approval and to adopt the findings of fact and conclusions in the staff report. The motion carried, (5:0).

Mr. Kinney said that a notice of decision will be issued before the evening is through. There is a

two week appeal period during which time someone could appeal this decision. A notice of decision will be provided to the Council. However, they could call the matter up for a hearing if they choose to do so.

Mrs. Cook and Mr. Kinney need to get together with the adjacent property owner to finalize negotiations on the property.

Ms. DeCesaro said that the legislature directed utilities to go out and electrify transportation in 2015. Originally there were 15 communities which were narrowed down to nine then seven and now five. Mill City has remained on the list from the start because of the centralized location, public facilities and beauty. PacifiCorp is excited to be partnering with Mill City on this project.

PRESENTATIONS: None.

OLD BUSINESS:

2019-08; Zoning Amendment – Accessory Dwelling Units: Chair Carey asked about holding a public hearing for this code. Mr. Kinney said that a date needs to be set for the hearing.

Mr. Kinney said that the Planning Commission has been clear that only one ADU will be allowed per site. The minimum size must be 480 sq. ft. and the maximum 900 sq. ft. for a detached dwelling or 75% of the primary dwelling's floor area or 900 sq. ft., whichever is less, for an attached dwelling.

An owner occupancy requirement was added based on the Planning Commission discussion.

Chair Carey said that there was a consensus to include a minimum lot size of 7000 sq. ft. for an ADU to be allowed.

Mr. Kinney said that there is language on conversion of existing garage or carports to ensure adequate parking on the property.

Mrs. Cook said that the section on future land division needs to be discussed as the way that it is written would allow for a non-conforming use to be created.

Mr. Kinney said that a hearing for this should be set for September or October. Mrs. Cook said that once a final draft is ready she will take it to the Council for review prior to setting a public hearing.

Ms. Henning asked about SDC charges for an ADU attached to the existing home. Mrs. Cook said that the SDC is charged per dwelling unit and both an attached and detached ADU would be creating a second dwelling unit.

Mr. Koenig left the room.

Mr. Kinney asked if a reduced SDC should be granted. A request for options to consider was made. Mr. Kinney will provide some for review.

NEW BUSINESS: None.

INFORMATIONAL ITEMS:

City Recorder Report: Mrs. Cook provided a report on the following items:

1. Contract for Services – Project Management; The Reid House Remodel Project
2. City Clerk/Reid House Facilitator Position
3. Public Works Building Update
4. Travel Oregon Grant Application

Chair Carey said that Scott Baughman submitted a request for a 120-day extension to his site plan review application for the duplexes on SW Ivy Street.

Mr. Kinney said that the concept plan for the skatepark was approved and a year was given to complete the full design plans, which expires June 30, 2019. The skatepark design was finalized, however, the infrastructure requirements and landscaping elements were not. SKATE has made contact with Brian Bainnson to have him assist with this work. A six month extension has been requested. Staff recommends granting the request. Mrs. Cook will provide notice to SKATE.

Sandy Lyness, SE Kingwood Ave, said that while she officially begins on the Commission next month, she will be out of town and will miss the meeting.

BUSINESS FROM THE PLANNING COMMISSION: None.

OTHER BUSINESS: None.

The meeting was adjourned at 8:25 p.m.

Prepared by:

Stacie Cook, MMC City Recorder

Minutes approved by the Planning Commission on the 16th day of July, 2019