



MINUTES

CALL TO ORDER

President Lerwick called the meeting to order at 7:00 p.m.

ROLL CALL

Commissioners Present: Carol Kowash, Chuck Lerwick, Carrie Mendell, Dave Pederson, Doris Stefani, Murray Stewart and Bob Wilson.

Staff present: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Community Development Director Jason Locke, Planner John Swanson and Recording Secretary Laurie Roberts.

APPROVAL OF MINUTES

President Lerwick presented the minutes of the regular meeting of January 13, 2009. Bob Wilson moved to approve the minutes as presented. The motion passed unanimously.

SWEARING IN NEW APPOINTED MEMBER

Lane Shetterly conducted the swearing in of new commissioner Murray Stewart.

PUBLIC COMMENT

President Lerwick called for any public comments not related to the agenda items. There were none.

QUASI-JUDICIAL PUBLIC HEARINGS

OTHER BUSINESS

Update on Code Assistance and Wyatt Node Projects

Locke reviewed the handout on the second phase of the Code Assistance project. He advised it is a fairly aggressive schedule but we should be able to move through this quickly. The Planning Commission will do most of the work. There will be work sessions starting in March and going through June, and we hope to wrap it up by September with a presentation to the City Council for final approval. Any questions or clarifications should be directed to Mr. Locke.

Lerwick asked about how much would be focus groups versus language. Locke stated he feels it should be about half and half. Shetterly pointed out that after the March and April draft sessions most of the clean up would be done, which would be prior to the focus groups. Locke and Shetterly explained most of the technical work would be done up front. Discussion was held about specific criteria that the Commission should be able to use to make decisions, which would be based on the merits of the applications meeting the criteria, and would be less discretionary.

Pederson asked if staff denied an application, would an applicant be able to bring it to the Planning Commission for consideration or appeal. Locke explained that any staff decision could be appealed or referred to the Commission.

Pederson asked about the project funding. Locke explained it's through DLCD's growth management program.

In response to a question, Locke noted that where it indicates "graphics" there would be illustrations in the code that can be used.

Swanson asked if when the code is done there would be an orientation session. Locke explained the sessions are training in progress and would take the place of orientation.

Sign Code discussion

Locke advised that one thing not included in the code project is our sign code, which is in the municipal code. There are a number of code issues with permitting, enforcement, etc. and it's difficult to use. Temporary signs such as vinyl banners are a current concern.

Swanson reported the majority of the people want to have nice signs, but if someone disagrees with us on a temporary sign, it is difficult to enforce. Discussion was held about what signs are out there and ideas on what should be considered for the code and sign regulation.

Swanson gave a slide presentation of current signs, both in conformance and in violation. Stewart asked if there was a renewal clause, and shared information about the Salem city sign code and what they don't like. Discussion was held about the inclusion of awnings, special events for things like Summerfest, provisions for different areas of town, illumination, vehicle versus pedestrian traffic signs, districts self-regulating their areas, construction signs, political signs, real estate signs, visual clearance, etc.

OTHER

A commissioner advised that NAPA has a temporary freight box container at the end of their building and asked if that was in compliance. Discussion was held about storage regulations, and Locke advised that he would have staff look at it.

There being no further business the meeting was adjourned at 8:05 p.m.

APPROVED:

President

Date