



**City of Dallas
Planning Commission
Council Chambers - City Hall
May 12, 2009 - 7:00 p.m.**

MINUTES

CALL TO ORDER

President Lerwick called the meeting to order at 7:03 p.m.

ROLL CALL

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

Absent: Bob Wilson.

Staff present: 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 March 10, 2009. Commissioner Mendell moved to approve the minutes as presented. The motion passed unanimously.

PUBLIC COMMENT

President Lerwick called for any public comments not related to the agenda items. There was no one from the public present.

QUASI-JUDICIAL PUBLIC HEARINGS

OTHER BUSINESS

Wyatt Node Update

Locke reported on the meeting with the Wyatt Node consultants and property owners last week, which was subsequent to the open house, to discuss issues brought up at the open house, by the staff and the developer. They are working on a final plan and there is a meeting in two weeks for the consultant to present a final plan. The project is progressing well and moving forward parallel to the Code revisions. Some code revisions will affect this project and we want to make sure that they go together. Locke stated he would forward anything he gets, and it is up to the developer to come up with a master plan, which he expects closer to winter. Pederson asked if the final plan would it be similar to what was already presented. Locke stated it would and explained there were three options presented and there have since been some refinement allowing some flexibility. Staff stressed at the meeting that this is a long-range plan, which is for 100 acres under single ownership of the developer who wants to keep control of what goes on there. From that perspective, it's unusual compared to the other two nodes. We expect it to develop over 10 years and that it will be market driven. The developer wants to make sure the Code allows for a certain amount of flexibility.

Lerwick asked about the infra-structure and if the developer could change it around. Locke explained that due to the logistics and costs, they would run the infra-structure from Ellendale up due to the higher density housing. The top of the hill is the easy part as it is networking streets and is more of a standard subdivision. The planning assistance was for the lower area because it has multi-family, high density single family and commercial. Locke stated they want to make sure it gets developed in an orderly fashion.

Schedule of Code Revision Workshops

Locke reported on the technical advisory committee meeting. He stated the initial meeting was real good and he has a copy of the draft Code, which no longer has an RS zone. The staff is going to make sure it fits with what the group envisions. The committee proposed consolidating the two industrial zones, which weren't clear in the past, and having three residential zones: RL-Residential Low density, RM-Residential Medium density, and RH-Residential High density. Locke stated he only had three days to review the draft before the meeting. There is a new chapter related to design issues and a section on low impact development. Locke gave the background related to storm water and the permitting of storm water discharge into waterways, which is in the process of being severely curtailed. The codes for the larger cities are coming to smaller communities so they included it in our Code. Those codes are now including different things such as heat? . Discussion was held about impervious surfaces and storm water and not being able to discharge water off the property, which deals with retention. He added that cisterns are coming back, which are like a big underground barrel. Locke advised that staff is reviewing all of that and is working with Public Works on TMBL issues, DEQ permits, and best practices. We are taking an integrated approach in terms of how you design a development and have already reduced street width. Locke advised that the process here on out is included in the scope of work.

Locke reviewed the TGM Code Assistance Phase 2, PMT #1 Meeting Notes and advised there would be a representative from the Planning Commission at the focus group meetings. He explained the three focus groups and added they will be given the entire Code document. Each group will be presented some situations to see what their reactions are. The June 30 meeting is for the entire Planning Commission and will include a workshop. Kowash stated she will check her schedule to see if she can be at the focus group meetings, and Locke will check with Commissioner Wilson. Locke advised that Attorney Shetterly would also be asked to review the procedural section. He added that since scheduling is at least a couple months out for questions and reactions, and we can change things as needed. Locke stated his goal is to make sure it gets done right as opposed to quickly, and hopes to have it through the hearing process and approved by the end of the year. He advised the draft is available for review and he will forward it to anyone interested. However, the focus groups will only get certain sections. He noted that he has the first draft and the second draft will be here next week. Locke confirmed the sign code would be included but is not yet drafted. Discussion was held about the observations made of the current signs, specifically vinyl, pedestrian, and automobile oriented signs. Locke advised they have samples of other sign codes and continue to work on that.

Stewart asked about including criteria for future review in the Code to make sure it's reviewed within a reasonable time. Locke stated that there will be ongoing Code changes throughout the year and explained that the Planning Commission can make ongoing recommendations to the Code. Shetterly stated it is a living document.

Discussion was held about the changes in the zones, which are name changes and consolidation of zones. Locke explained the industrial zone is more performance based and not what you are doing but what is the external impact of what you are doing. Performance criteria will be in there and negative impacts identified (i.e. traffic noise, hours of operations, etc.) Industrial uses have changed significantly and there are hybrid business/commercial type uses. Discussion was held about home occupations. Staff confirmed there are quite a few but if the public doesn't notice that they are there then that means the

system is working. Working from home/telecommuting is not considered a home occupation. Performance based criteria examples were given. Group homes were discussed and Pederson described the activity at the one located by his property. Locke and Shetterly advised that the city is pre-empted from group homes and concurred that group homes are a unique situation. Locke noted and there are limits to commercial activities in residential areas and summarized that the information is available to anyone interested.

Planning Budget for FY 2009-10

Locke reported on the portion of the Community Development budget that affects the Planning Commission and presented the budget message that was given to the budget committee last week. He explained the changes in the division profile and the addition of the part-time code enforcement officer that moved from the police department to the planning division, which will be more effective in dealing with nuisance issues and violations of zoning codes. He reviewed the department's program goals and stated we are status quo and are not adding any new employees, we are pretty static which is both department wide and the city in general. The total budget is \$306,530 materials and services is extremely thin and we'll do the best we can to meet goals and expectations. He noted the Wyatt Node Master Plan project and Code Assistance project is worth about \$160-\$175,000 in free work and that is not factored in as the cost is not part of the City budget or a traditional grant. We'll continue to seek those opportunities when we can. We are doing some wetlands work for the Rickreall Creek Trail project from LaCreole to the confluence with Hawthorne that is done with a grant through Mid Willamette Valley Council of Governments. There are many opportunities for us to get assistance and professional services.

Pederson asked why the total is up \$86,000 from last year. Locke stated it was due to the reallocation of where the services actually come from. He explained the director's salary was split to various areas and it is now all consolidated in the planning division budget, and it now includes the code enforcement position.

Lerwick asked where the revenue comes from. Locke explained it comes from the general fund and the Council is adopting new fees for planning and building permits to make that more equitable as planning does participate in plan review. Land use fee revenues are dismal and we are off significantly because nobody is doing anything. The most recent subdivision application will help and we hope that things turn around. We were very conservative in the revenue aspect at \$50,000 and that doesn't begin to even cover one salary. Locke explained there are proposed new fees being considered for plan review and subsequent to adopting the new development code. There are some decisions the Council has to make regarding how much they want to subsidize the planning department out of the general fund and the percentage of cost recovery. Our fees are quite low and some cities charge up to five times more.

Kowash asked about the \$23,900 and the bottom of 2008-09. Locke explained this is a change in accounting allocations, and it's the difference of total materials and service budget less internal service and facilities maintenance. After discussion about expenses and lunches, Locke reassured the Committee that there are funds available for lunches for volunteers, training and speakers. He summarized that the Commission shouldn't notice any difference.

Lerwick asked if the budget includes impact from the Weyerhaeuser closure. Locke stated we have a July 1 fiscal year and all circumstances have been taken into consideration such as including property taxes, and we must make sure we still have operating funds. Discussion was held about property taxes, noting Dallas collects 95% of the expected taxes for the general fund, and the problems being created in other communities are only collecting around 65%. Pederson stated our slow growth policy is working well at the current time. Locke advised that since January 1 we issued four new single family residential permits. Discussion was held about property tax collection, the taxes being paid through the mortgage companies and staffing at other assessor offices. Locke explained that the state is reviewing all the state shared

revenue funds and we are trying to protect from them taking from those funds. We are looking at how to generate more revenue.

OTHER

Discussion was held about local business concerns. At the TYCO building, Locke reported that the price is an issue, as are the building floor plan challenges. Locke confirmed that Weyerhaeuser has permanently closed, but the mill's future is uncertain. He reported on the Jasper Crossing tenant activity and stated that Mak Metals is hiring and expanding due to a new "better than a Traeger" product.

Discussion was made about what would be involved to get power improvements for potential industrial businesses. Locke gave an update on the situation using examples of potential business, the power needs, costs involved, and time scheduled to make those improvements. Locke mentioned the use of Co-Gen products and explained we are participating in a power needs assessments with Pacific Power to deal with this issue.

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

APPROVED:

President

Date