

City of Hood River
Planning Commission
Public Meeting
January 16, 2018

City Council Chambers
211 Second Street
Hood River, OR 97031

PRESENT: Commissioners Nikki Rohan (chair), Mark Frost, Bill Irving, Sue Powers, Tina Lassen, Casey Weeks, Arthur Babitz

ABSENT: Planning Department Administrative Assistant Bobbie Van Tassel

STAFF: Planning Director Dustin Nilsen, Senior Planner Kevin Liburdy, Associate Planner Jennifer Kaden

MINUTES

I. Call to Order: Chair Rohan called the meeting to order at 5:32pm.

II. Planning Director's Update

Planning Director Dustin Nilsen updated the commission on the LUBA appeal for Lot 700. The status is still pending, as LUBA has requested an additional week. The Planning Commission will have new email addresses through the City that will be subject to public record. There is a request from the Urban Renewal Advisory Committee (URAC) that someone from the Planning Commission sits on the URAC as well.

Irving requested the time and frequency of meetings.

Nilsen responded that meetings will be held bi or tri-monthly. The meetings will be held weeknights in City Hall.

Babitz added that he is unable to sit on the Committee due to a conflict of interest, but encourages another Planning Commissioner to sit.

Lassen asked Nilsen why the PC email addresses aren't on the City website like the City Council's contact information can be found on the website.

Nilsen responded that this is the reason for the City email addresses. They will likely be added to the website.

Babitz mentioned that he would like a cheat sheet for using the new city email properly.

Irving asked Nilsen if there is a possibility to automatically forward those city emails to personal accounts.

Nilsen mentioned that you can have city emails forwarded to your personal address. Nilsen reminded the Commission to be careful about responding. Responses still need to happen through City email address.

Nilsen added that the City is preparing for a Measure 56 Notice. This is a letter that everyone within the City and Urban Growth Boundary will receive and provides opportunity for participation and public hearing. The language is alarmist, but it is state mandated language. The letter is preparing for clean-up items in the Zoning Code. The proposed date for this public hearing is March 19th. Expected updates include Accessory Dwelling Units, Expedited Land Divisions, Parking Strategy and Parking In-Lieu, Design Standards Performance and Lot Utility.

Irving mentioned that Maximum Building Height and Lot Coverage should be added.

Nilsen stated that City Council has provided the Planning Department with their top 3 goals to look at housing and parking, not only as part of the Westside Area Concept Plan, but city-wide as well.

Nilsen transitions into the Westside Area Concept Plan and hands off the Plan Report, which will soon be on the website. Nilsen asks the Planning Commission for feedback on the roadmap of the work plan.

Babitz asked Nilsen if the Planning Commission will see a draft of the Notice.

Nilsen responded that the Notice will be as broad as possible to give latitude. It will include Title 16, Title 17, and the Comp Plan.

III. Work Session: Westside Area Concept Plan Report Update

Liburdy introduced the Report along with the coversheet and roadmap. Angelo Planning has handed the project off to the City, as they have wrapped up their end. They are still handing some things off, including the website, which should be posted shortly.

Liburdy explained the background of the project, noting that both the City of Hood River and Hood River County were joint applicants for the grant application. The City's Housing Needs Analysis had not yet been completed, but the buildable lands inventory had been completed. The results were clear that the Westside had the largest inventory of buildable land. The Housing Strategy document was not complete either. As a foundation, the Housing Needs Analysis and the three strategies in place including increasing the efficient use of land, managing and regulating short-term rentals, and working to develop affordable housing. These strategies remain overarching and are embedded in this document. At the time that the grant was submitted, the goal submitted included developing an integrative land use and transportation plan, facilitating development of workforce and affordable housing, refining both the city and county Transportation System Plans, and applying smart growth strategies including the efficient use of land, full utilization of urban services, mixed-

use development, transportation options, and detailed human-scaled design. In August 2015 City Council adopted the Housing Needs Analysis and acknowledged the Housing Strategy. The adoption of the Westside Area Concept Plan is one of many actions we intend on taking to respond to the Housing Needs Analysis and the Housing Strategy. This is an interim step to prepare an adoption strategy for the plan. There are still many things that need recommendations before sending it to City Council. Liburdy encouraged the Planning Commission to not overlook the Appendices. Appendix A includes a brief summary of public comments from the initial process during 2016. Appendix B includes addresses infrastructure needs and funding. Appendix C includes three memos explaining how the Housing Needs Analysis and the Housing Strategy are used in the plan. Appendix D includes code amendments, some exclusive to the Westside and others citywide. We still need policy direction from City Council. An additional work session is scheduled for February 20th. A response is not expected on the roadmap or document until that February 20th work session.

Irving asked Liburdy if we are at "Step 1" on the roadmap.

Liburdy responded that Step 1 begins on February 20th. This meeting is simply a handoff of the plan. The public has not had an opportunity to see this document yet.

Irving asked Liburdy about the process and policy. Is getting policy direction from city council going to happen soon enough for Planning Commission purposes, pertaining to density issues?

Babitz added that he would like public input first. Planning Commission deliberation can inform City Council.

Planning Director Nilsen stated that there is a delicate balance. There are some things that we can get through to City Council that are higher level items.

Irving asked how to engage the City more. The Westside homeowners feel as if this only impacts them.

Nilsen responded that this is an invitation for everyone to be involved. This is an integrative plan. Some things should be implemented citywide.

Irving asked if we should rename it to reflect the City impacts as well.

Nilsen responded that the notice was set-up to allow applicability.

Babitz asked Nilsen what his expectations for the first meeting are. Will the Planning Commission take public testimony on process?

Nilsen responded that the first evidentiary hearing will launch into some of the background. Once that is initiated, public testimony must be allowed.

Liburdy added that his expectation is that step one will be a work session.

Babitz asked Liburdy if it is up to the Planning Commission if they want to take home testimony at that level, in terms of deciding what process to use to move forward.

Liburdy responded that historically, during work sessions, the PC Chair has invited comments from the audience. If we want testimony in the record, it should be at a hearing instead of a work session.

Nilsen added that he will accept comments from the public, but testimony can't be accepted without opening a hearing.

Babitz stated that if the PC is going to start on a year's worth of work on subject of general public interest, the public should be able to comment on the process.

Nilsen responded that the invitation is open to the public.

Babitz asked if previous testimony will be part of the record.

Liburdy responded that it will not be, but there is a summary of previous testimony in the document.

Babitz stated that what has happened so far is almost not official, but moving forward, things will be official when the record is opened up.

Nilsen added that this will be the official opening of the legislative process. The Measure 56 notice that will be going out will have some background as well as three key pieces of information that explain why we are doing this, what the background is, and how the public can participate.

Liburdy asked the PC for questions or questions from the audience.

Chair Rohan asked Liburdy if the PC is allowed to discuss this with citizens.

Nilsen responded that there should not be legal conflicts. Engaging with citizens outside of PC meetings is fine, but ideally, it is preferred that this be kept within meetings for record keeping purposes.

Irving asked if one of the Planning Commissioners has a land-use issue impacted by this code change, how this will impact that Planning Commissioner.

Nilsen responded that all PC members, if they own property, will be impacted. The notice will say between one and three years.

Chair Rohan asked the audience for comments.

Linda Maddox of Hood River stated that this document is huge. It would be helpful to go through the document right now to discuss its major changes, specifically in the zoning code. It would be interesting to find out if there are maps showing the proposed changes. Seeing the old map beside the new map would be the fastest way to see these changes.

Irving responded to Maddox, pointing out that there are maps on pages 57, 59, and 61.

Nilsen added that he does not want to begin discussion until an official hearing. We do not have authority to discuss this until broadcasted to everyone and everyone has the opportunity to look at the documents and attend the hearing.

Liburdy informed Maddox that he would be happy to discuss specific items with her after the meeting. The key piece of information is the mix of housing type, but instead, we have gotten caught up on the number of new dwelling units.

Vanessa Dittenhoffer of 308 Eugene Street Hood River, OR asked Nilsen if he had made a decision on in-lieu parking.

Nilsen responded that this information will be part of the public hearing. No decision has been made.

Babitz added that City Council directed Nilsen to do that.

Kaden mentioned that City Council did make some changes to the fees by resolution in November.

Dittenhoffer recognized that the fees were changed by City Council, but asked Nilsen about the calculation for those fees.

Nilsen stated that this is correct.

Irving asked Nilsen about the calculation on the required number of parking units per use or the way to calculate the fee was changed.

Dittenhoffer asked Nilsen that the number of spaces has not been determined.

Nilsen responded that this is correct.

Kaden added that she could provide Dittenhoffer with the published resolution made by City Council, and she would email her a copy of the document.

Liburdy stated that the next Planning Commission work session will be Tuesday, February 20th.

Nilsen added that the next meeting will not be a public hearing. The first public hearing will be

held on March 19th, 2018.

Babitz asked Nilsen if the PC should discuss taking public testimony at the February 20th work session.

Nilsen suggested taking public comment, suggestions, criticisms, or whatever comes forward.

Irving recommended that "Public Comment" should be added to the next agenda to dedicate a time for that.

IV. Approval of Minutes: December 18, 2017

Chair Rohan announces the approval of minutes.

Irving motioned to approve the minutes from December 18, 2017.

Tina Lassen seconds the motion.

Motion passes 6-0.

V. Adjourn

Nikki Rohan, Chair

Date

Dustin Nilsen, Planning Director

Date (Approved)