

CITY OF DUNDEE

Meeting: Planning Commission Meeting
Location: City Council Meeting Chambers
620 S.W. 5th Street
Dundee, Oregon 97115
Date: January 15, 2014
Time: 7:00 p.m.

I. Meeting called to order.

The meeting was called to order by Chairman David Hinson. Members in attendance, and consisting of quorum, were Chairman David Hinson, Commissioner Gerald Fiedler, Commissioner Gary Rodney, Commissioner Scot Ragsdale, and Commissioner Tino Aleman. Commissioners Michelle Kropf and Francisco Stoller were absent.

Also attending were Planner Jessica Nunley and City Administrator Rob Daykin.

New Planning Commissioners Aleman and Ragsdale were introduced. Both offered their motivation for serving.

II. Election of Chairman and Vice-Chairman

Commissioner Rodney was nominated for Chairman. He declined. Commissioner Hinson was nominated for Chairman. He declined. Commissioner Fiedler was nominated for Chairman. The nomination was seconded. Motion passed unanimously.

Commissioner Fiedler took over as Chairman and the nominations for Vice-Chair began. Commissioner Kropf was nominated. There was a brief discussion about postponing the nomination until Commissioner Kropf had an opportunity to yea or nay her nomination. It was decided to go forward with the acknowledgement that she could resign at the next meeting if she was not interested. The nomination was seconded, and the motion passed 4-1.

III. Approval of Minutes from Previous Meeting(s)

There was a correction to the minutes. It was noted that (then) Chairman Hinson was listed twice in the attendance list.

There was a discussion about whether first names should be included. CA Daykin suggested researching various forms of minutes.

There was a motion to accept the minutes as corrected. The motion was seconded. Motion carries, unanimously.

III. Public Comment

There was no public present at the meeting.

IV. Updates on TSP and TGM

Planner Nunley handed out a memo on the TSP update and the TGM code work, which has been entered into these minutes as "Exhibit A".

Regarding the TSP, the following items were questioned and discussed:

- 1) Whether the meetings were open to the public. CA Daykin answered that they are open to the public but not meant for the public.
- 2) Scope of work and presentation of alternatives.
- 3) It was noted that our TSP update was being done simultaneously with Newberg's and that it was being funded by ODOT. It was anticipated that the entire project would be done by the end of 2014.
- 4) How the public hearing process would work.

Regarding the TGM, the following items were questioned and discussed.

- 1) It was reported that 128 responses were received to the commercial zone survey.
- 2) The goal for completion of the TGM code work was to finish in July or August of 2014.
- 3) CA Daykin informed the Commission that a number of land use actions were going to come out of the process, which included text amendments and zoning/map amendments. Planner Nunley commented that the intent was going to be to keep the Commission informed so that no one was kept in the dark or taken by surprise.
- 4) There is going to be a joint PC/CC workshop, which is meant to get everyone on the same page.
- 5) There was a request to see the survey results.

CA Daykin stated that there was a short time period to try and get some things accomplished prior to the April and May meetings. He stated that the City Council was going to be working on their goals and objectives at their next meeting (Jan 21). He noted that one of the goals in 2010 was for the City Council to meet in a joint session with the Planning Commission to discuss common goals.

He also stated that there is a laundry list of items that were talked about in the code update that needed to be brought back for review.

A lengthy discussion regarding the Riverside Master Plan and outstanding decisions that needed to be made took place.

V. Planning Issues from Commission Members.

CA Daykin gave an update on Downtown/Highway 99W project. He stated that the actual paving of the road would not be done in 2015 since the waterline movement needed to be done this year due to the bypass. He offered some explanation about why this was needed and how it would be done.

There was discussion about the work session, including how many people generally show up and whether there was enough room.

Commissioner Aleman stated that he would be gone most of May.

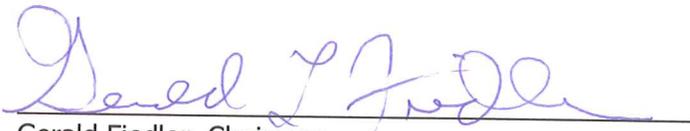
Commissioner Rodney asked a question about the trees on Niederberger Road, at Charles and Myrtle Streets. There were complaints about traffic noise now that the trees are gone. He wondered if there were plans to put in a sound barrier. CA Daykin stated no, he did not believe so. There may be some landscaping, but not a wall that deals with sound. He also noted that ODOT had explained that it would not be cost effective. Planner Nunley stated that ODOT would not do a sound wall unless it was an existing residential neighborhood.

There was some additional discussion about the cars on the overhead overpass would affect noise. Commissioner Rodney stated that he had referred the parents to the City. CA Daykin stated they would be directed to ODOT, and informed him that there was literature available at City Hall with contact information.

There were some questions about whether they (ODOT) was still working with people on design. It was noted that they had already gone to bid and CA Daykin's understanding was that those bids were to come in February for the bridge work and some highway work.

VI. Adjournment

Moved and seconded to adjourn the meeting. Meeting was adjourned.


Gerald Fiedler, Chairman

ATTEST:


Melody Osborne, Planning Secretary

Transportation System Plan (TSP) Update

Overview: What is a TSP and why do we have one?

Transportation system planning in Oregon is required by statewide planning goal 12 – Transportation, which is implemented by OAR 660-012, known as the “transportation planning rule” or TPR. The TPR directs cities to prepare a local TSP. TSPs must integrate comprehensive land use planning with transportation planning, and aim to improve community livability. Local TSPs are guided by the state transportation plan (OTP), which prioritizes:

- Maintaining and maximizing assets already in place
- Optimizing the performance of the existing system through technology
- Integrating transportation, land use, economic development, and the environment
- Integrating the transportation system across jurisdictions, ownerships, and modes
- Creating sustainable funding
- Investing in strategic capacity enhancements

In general, plans include sections about: the existing and future transportation system for vehicles, bicycles, pedestrians, and transit; types of streets and specifications for each type (i.e. local, collector); capital projects; funding; and more.

Dundee’s TSP Update

Dundee’s current TSP was adopted in 2003, and many changes have happened over the past decade, including amendments to the OTP and other state and federal regulations, and major progress on the Newberg Dundee Bypass. We now have updated traffic counts and projections for how the Bypass will impact Dundee’s transportation system, so we will build on that data to shape the city’s transportation system for the next 20 years. Dundee’s new TSP will look out to the year 2035 as the planning horizon and will study and incorporate ideas from previous planning efforts, such as the Riverside Master Plan and the Main Street Refinement Plan. The city’s consultant on this project is DKS Associates, and we have a Project Management Team (PMT) and a Public Advisory Committee (PAC) also working closely on the project.

Schedule

Project Kick-Off – November 2011

What we have already done:

- Background plans and policy review
- Review of existing transportation system
- One community open house
- Stakeholder interviews
- Several PAC meetings

Upcoming:

- Transportation System Alternatives Analysis
- Community Open House – February 6, 2014 @ Dundee Elementary School cafeteria, 5pm – 7:30pm
- City Council work session – February 18, 2014
- PAC meeting – February 26, 2014
- PAC meeting – July 2014
- Joint Planning Commission/City Council work session – July 2014
- Public hearing process to adopt new TSP – beginning in September 2014

Acronym List

OAR – Oregon Administrative Rule

ORS – Oregon Revised Statute

OTP – Oregon Transportation Plan

PMT – Project Management Team

[PMT for the TSP: Rob Daykin, Jessica Pelz, and Chuck Eaton from Dundee, Carl Springer & Ray Delahanty from DKS, Terry Cole from ODOT]

[PMT for the TGM project: Rob Daykin & Jessica Pelz from Dundee, Laura Buhl from TGM, Mary Dorman & Becky Hewitt from Angelo Planning Group]

PAC – Project Advisory Committee

[for the TSP:

Terry Cole	ODOT
Jessica Pelz	City of Dundee
Rob Daykin	City of Dundee
Alan Mustin	City of Dundee
Chuck Eaton	City of Dundee
Ivon Miller	Dundee City Council (formerly)
Storr Nelson	Dundee City Council
David Hinson	Dundee Planning Commission
Shannon Stueckle	Mable Rush Elementary School Principal
John Stock	Dundee Fire Department
Tonya Saunders	Yamhill County Transit Area
Mike Sherwood	Citizen
David Bergen	Citizen
Carey Ross	Citizen
John Phelan	Yamhill County Road Division
Dian Maybury	Citizen
Jeannette Adlong	City Council

TGM – Transportation and Growth Management Program

TPR – Transportation Planning Rule

TSP – Transportation System Plan