

# CITY OF DUNDEE

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**Meeting:** Planning Commission Meeting  
**Location:** City Council Meeting Chambers  
620 S.W. 5<sup>th</sup> Street  
Dundee, Oregon 97115  
**Date:** April 16, 2014  
**Time:** 7:00 p.m.

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## **I. Meeting called to order.**

Chairman Fiedler called the meeting to order. Commissioners present, consisting of quorum were Chairman Gerald Fiedler, Vice-Chairman Michelle Kropf, Commissioner David Hinson, Commissioner Gary Rodney, Commissioner Francisco Stoller, and Commissioner Tino Aleman. Commissioner Scot Ragsdale was absent.

Also in attendance were Planner Pelz, CA Rob Daykin, and consultants with Angelo Planning Group, Mary Dorman and Becky Hewitt.

## **II. Approval of Minutes from Previous Meeting(s)**

It was moved and seconded to approve the minutes of the March 19, 2014 Planning Commission Meeting. Motion passed unanimously.

## **III. Public Comment**

There were no members of the public present.

## **IV. Workshop on the TGM Commercial Zones Project**

Planner Pelz began the discussion by introducing the TGM Project and the history. There were some questions about when the businesses that might potentially become non-conforming would need to conform to the new standards. Planner Pelz responded that businesses would need to comply when new development occurred. She then introduced Mary Dorman with Angelo Planning Group.

Ms. Dorman introduced herself and explained the public input process and what steps had been taken to solicit input on the project. She noted some of the positive changes coming to Highway 99W and then commented on some of the responses they received from property owners and stakeholders. Ms. Dorman stated that the property/stakeholder meetings focused mostly on zone changes and that they were hoping to get input from the Planning Commission on code changes. She then summarized some of the survey results garnered in the 2013 Commercial Zones survey.

CA Daykin questioned whether the consultants had looked at the possibility of limiting building size in the differing zones as opposed to trying to make the uses different in each zone. Ms. Dorman responded that most of the lots would naturally limit building size because the lots were small; however if limiting the building size was something the Planning Commission wanted they could look into it and include it in the second draft. There was a question about whether someone that owned several contiguous properties could build a large building across all three lots. Ms. Dorman responded that she believed that they could, however they'd need to consolidate the lots. Planner Pelz explained how that was done.

Ms. Dorman identified some of the use changes in the various zones. She also noted some of the changes in the special uses, stating that they were trying to simplify and streamline the code. Ms. Hewitt stated that one of the more important pieces of the proposal had to do with the site plan of new development, proposing that a minimum and maximum setback should be added to the commercial zones only along Highway 99W. The minimum would be to provide a landscape buffering between the sidewalk and building wall; the maximum setback would help create a "downtown" feel by having the buildings closer to the street and more inviting to pedestrians. There was a question about what the setback was proposed to be and how the landscaping requirement applied.

Further questions had to do with the differing requirements per zone; driveway entrances that needed to come off of Highway 99W; lots with multiple frontages and how street entrances would be determined. There was a discussion about the proposed changes to the code regarding entrances and doors facing Highway 99W, which focused on the differing standards per zone; making Highway 99W more pedestrian friendly; that it was factually correct that the entrance on 99W did not have to be used, but it would be against the spirit of the code; and, about business owners likely wanting customers to use all the doors available.

Ms. Hewitt continued on to highlight more of the proposed code changes.

- Windows: New requirement for a new percentage of the street wall needing to be windows. Again, the standards differ for the C and CBD zones.
- Fences: Noted that the residential fence standards had been changed to include commercial zones. There was discussion regarding this standard and types of "fencing".
- Proposed point matrix: much like the sign code, the site plan would need to include specific items to garner a particular number of points for approval. Discussion centered on whether the proposed code amendment required enough points for approval; a suggested category for using pavers in the parking lot; and, siding materials.

There was a question about how to induce existing businesses to make changes and comply with the new requirements. Planner Pelz noted that it would apply to additions and exterior renovations. It was also noted that as new development came in it might inspire existing businesses to make improvements to their properties and buildings. Urban renewal districts were also discussed.

There was discussion about the existing and new code requirements for non-conforming properties. Ms. Hewitt noted that in the new code they tried to minimize the number of variance requests that would be needed for remodels of non-conforming development. She directed the staff to a set of graphics in the new code that addressed buildings that did not meet the standards. She stated that the underlying theme was "don't make it worse and try to make it better" and then explained how some of the new requirements would apply so that they could get to the point where they would meet the code. They also worked to make it as clear as possible so that staff did not need to be discretionary. It was also commented that rewriting the existing non-conforming language went beyond the scope of the project,

but if the Commission wanted the consultants to redesign the relationship between the proposed code amendments and existing code they could look at that portion.

There was some discussion regarding the undergrounding of utilities.

Planner Pelz suggested that the Commissioners email her comments they might have on the suggested code changes, with a one week deadline. It was noted that the next meeting would be a joint meeting with City Council.

The zoning map was discussed next and it was recommended to back off of the proposed Linden Lane zone change, but change the vacant commercial piece backing Linden Lane from commercial to central business district. Planner Pelz stated that they were looking for direction on the section from SW 9<sup>th</sup> to SW 11<sup>th</sup>. There was general agreement that the lots from 9<sup>th</sup> to 11<sup>th</sup> should be rezoned to commercial.

It was questioned whether the homes in this area would become non-conforming and it was answered that there had been specific provisions written in to the proposed code revisions to address this issue which would allow the residences to stay residences.

Four-corner zoning vs. gateway zoning was explained. It was decided to keep both options on the table until the next meeting.

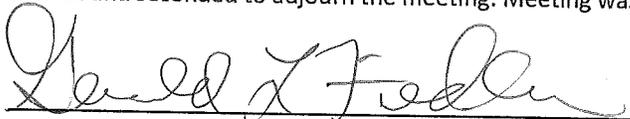
The work-session concluded with the consultants asking for direction as to whether the commercial zone should allow parking in the front of the building. It was decided to think about this subject as well and send opinions to Planner Pelz for relay.

**V. Planning Issues from Commission Members.**

Commissioner Aleman notified the Commission that he would not at the next meeting.

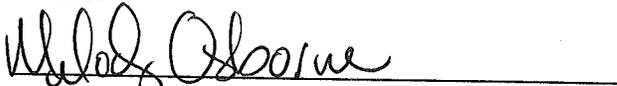
**VI. Adjournment**

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



Gerald Fiedler, Chairman

ATTEST:



Melody Osborne, Planning Secretary