

CITY OF DUNDEE
PLANNING COMMISSION AGENDA
City Council Meeting Chambers
620 SW 5th Street
Dundee, OR 97115
P.O. Box 220

MEETING DATE: May 18, 2016
Meeting Time: 7:00pm

- I. Call Meeting to Order.**
- II. Approval of Minutes**
 - 1. March 16, 2016
- III. Public Comment**
- IV. Public Hearing(s)**
 - LURA 16-06, City of Dundee Industrial Design Standards
- V. Planning Issues from Commission Members**
- VI. Adjournment**

The City Council chambers are accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Melody Osborne, Planning Secretary at 503-538-3922.

CITY OF DUNDEE

Meeting: Planning Commission Meeting
Location: City Council Meeting Chambers
620 S.W. 5th Street
Dundee, Oregon 97115
Date: March 16, 2016
Time: 7:00 p.m.

I. Meeting called to order.

Chairman Michelle Kropf called the meeting to order. Commissioners present, which consisted of quorum, were Commissioner Isaiah Cox, Commissioner Francisco Stoller, Chairman Michelle Kropf, Commissioner Kevin Swanson, and Commissioner Sara Whitfield. Also in attendance was City Planner Jessica Pelz.

II. Approval of Minutes from Previous Meeting(s)

It was moved and seconded to approve the minutes from February 17, 2016. Motion carries unanimously.

III. Public Comment

There were no members of the public in attendance.

IV. PC Training

Planner Pelz passed out a training quiz to the Commissioners and then after an appropriate amount of time reviewed the answers with them.

V. Industrial Design Regulations Workshop

Planner Pelz went through the staff report noting the proposed (new and updated) Industrial zone regulations.

There was a question about what was grandfathered in, what needed to comply with the new zoning regulations, and what triggered conformance. Planner Pelz responded that it would apply to all new construction and any redevelopment.

There was a discussion regarding the sign code regulations having to do with enforcement and how things were regulated in Dundee.

Planner Pelz stated that she believed the public hearing on the industrial regulations would be held in April.

V. Planning Issues from Commission Members.

There was a discussion regarding how school signs were installed on the highway. Commissioner Swanson asked how someone could get school signs put up. It was noted that ODOT would need to be consulted.

Planner Pelz stated that the Riverside District Plan was not going to move forward since the consultant that the landowner hired stated that they could not come to an agreement.

VI. Adjournment

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

Michelle Kropf, Chairman

ATTEST:

Melody Osborne, Planning Secretary

Planning Commission Staff Report

TO: Dundee Planning Commission
FROM: Jessica Pelz, AICP, Planner
CC: Rob Daykin, City Administrator
DATE: May 18, 2016
SUBJECT: Development Code Amendments for Industrial Design Standards – PC Order of Recommendation

Background

As development in Dundee picks up, it is a good time to think about industrial design standards. The intent of the proposed industrial design standards is to create attractive employment areas within the community by having standards for the building and site design, including landscaping, buffering and screening, outdoor storage and loading areas, and the aesthetics of the building wall itself. Staff reviewed code standards from several cities while preparing the draft amendments, including: Newberg, Tualatin, Wilsonville, McMinnville, Canby, Carlton, and Lawrence KS.

The Planning Commission held workshops to discuss the regulations and proposed amendments on November 18, 2015 and again on March 16, 2016. **The Planning Commission will hold a public hearing to consider the proposed Development Code amendments and adopt an Order of Recommendation to the City Council on May 18, 2016.**

Proposed Development Code Amendments

Staff has prepared draft industrial design standards that would be incorporated into the Dundee Development Code as new section 17.202.070, and would also amend several existing code sections. The draft code amendments are attached here as Attachment 1, and show proposed additions in underline, and ~~deletions in strikethrough~~.

Staff Recommendation

At the May 18, 2016 hearing, the Planning Commission should:

1. Consider the staff memo and any public testimony.
2. Deliberate and make findings showing that the proposal is consistent with city and state policies. Tentative findings are shown in Exhibit A of the Order of Recommendation.
3. Make a recommendation that the City Council adopt the proposed Development Code amendments. The Planning Commission recommendation would return to City Council for a public hearing on June 21, 2016.

Attachments

1. Draft Industrial Design Development Code Amendments

Planning Commission Order of Recommendation
Exhibit A: Findings

DRAFT – Industrial Development Design Standards

[All sections other than 17.202.070 are summarized and showing only affected areas]

17.202.070 Site and building design standards in industrial zones. (proposed new code section)

The following standards apply to all development in the LI zone that is subject to site design review per chapter 17.402.

A. Building design. The intent of these standards is to create attractive employment areas within Dundee.

1. Architectural variation shall be provided for any wall facing a public street in order to break up the building mass. All walls facing a public street must have at least two of the following features; each feature must comprise at least 10% of the wall area.
 - a. Contrasting building colors;
 - b. Contrasting wall textures;
 - c. Changes in building materials;
 - d. Any of the following architectural features: awnings; columns; windows; arches; decorative relief, at least one inch in depth; pitched roof; other, as approved by the planning official.
2. Walls facing a public street must be constructed of one or more of the following building materials:
 - a. Brick or masonry;
 - b. Concrete or concrete block;
 - c. Wood or wood composite;
 - d. Architectural metal, provided the metal does not comprise more than 70% of the building wall facing the public street;
 - e. Stucco;
 - f. Other, as approved by the planning official.
3. The main building entrance shall face a public street.

B. Loading areas, outdoor storage, and trash enclosures.

1. Areas used for trash collection or compaction, parking of trucks or trailers, and loading areas shall be located to the rear or side of the main building, to minimize the view of these areas from the public street. Where it is not possible to locate these facilities on a non-street building side, these facilities shall be screened from public view by landscaping or an opaque fence.
 - a. The planning official may approve a loading area adjacent to the public right-of-way where loading operations are: a. short in duration (i.e. less than one hour); b. infrequent (i.e. less than three per day); c. would not obstruct traffic during peak traffic hours (morning and evening); d. would not interfere with emergency response services or pedestrian facilities.
2. Areas used for outdoor storage shall not be located between a front building wall and a public street. Front building walls are defined as being where the main entrance to the building is located. Outdoor storage areas must be screened by an opaque fence or wall.

3. Where a trash enclosure is required, the enclosure shall be composed of an opaque fence or freestanding masonry wall, with a gate. Gates need not be entirely opaque, but must include some elements to help screen the contents of the enclosure from view.
- C. Setbacks. Buildings within the industrial zone must be setback a minimum of 10 feet from property lines adjacent to a public street, and 20 feet from property lines adjacent to a residential zone. The area within the required setback adjacent to a public street must be entirely landscaped.
- D. Landscaping. Landscaping shall be used to create an attractive streetscape along property frontages. Landscaping within the front setback, between a building and the public street, shall include trees and a mix of shrubs, living groundcover, other appropriate plants, and grass, and may also include benches, sculptures, and stormwater management features such as rain gardens and bioswales. Landscaping used to meet the 10% requirement shall be visible from the public right-of-way.
- E. Walkway. A walkway shall be provided from the main building entrance to the nearest public sidewalk. The walkway shall be a minimum of 5 feet wide, and clearly delineated by the use of striping or contrasting paving materials, such as concrete or pavers. The walkway must be ADA compliant.

17.202.050 Fence standards. (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

A. General Standards.

1. Fences and walls shall not be constructed of nor contain any material that could cause bodily harm, such as barbed wire, broken glass, spikes, electric or any other hazardous or dangerous materials; this includes link fencing with barbed ends at the top or sides; except that fences topped with barbed wire are allowed in ~~industrial~~, agricultural, and public zones.

7. In the LI zone, fences taller than six feet in height shall not be chain link. Fences over six feet in height shall be screened by a sight obscuring hedge.

B. Fence Heights ~~in Residential and Commercial Zones.~~

7. In the LI zone, fences shall not exceed eight-feet tall, except where used for outdoor storage areas that are not adjacent to a public right-of-way.

17.302.050 Minimum landscape area. (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

The minimum area requirements are as follows:

A. ~~C, and~~ CBD, LI, and P Zones.

1. In the CBD, LI, and P zones, a minimum of 10 percent of the gross lot area shall be landscaped.
2. In the C zone, a minimum of 15 percent of the gross lot area shall be landscaped.
5. The required landscape area for all zones must be visible from the public right-of-way.

C. ~~LI and P Zones. A minimum of six ten percent of the gross lot area shall be landscaped. Within the LI zone, the required landscaping can be in conjunction with the parking lot landscaping requirements.~~

17.302.060 Screening and buffering. (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

A. Required Screening. Screening shall be used to eliminate or reduce the visual impacts of the uses in subsections (A)(1) through (6) of this section:

1. Commercial and industrial uses when abutting residential uses;
2. Industrial uses when abutting commercial uses;
3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas;
4. Outdoor storage areas;
5. At- and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners;
6. Rooftop mechanical equipment;
- ~~6~~7. Any other area or use as required by this code.

C. Parking Lot Landscaping and Screening Standards. All new parking lots or expansions of existing parking lots, which for purposes of this section include areas of vehicle maneuvering, parking, and loading, shall be landscaped and screened as follows:

1. Screening Required. Parking lots shall be screened adjacent to lot lines as follows:

~~a. Any parking area for a use other than single-family that is adjacent to an R-1 or R-2 district shall be screened by a five-foot landscaped strip. Where screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.~~

~~b. Any parking area within a commercial zone for a use other than single-family that is within 20 feet of a public right-of-way shall be screened by a five-foot landscaped strip.~~

a. Any parking area or drive aisle adjacent to an interior lot line shall be screened by a five-foot landscaped strip. Where the parking area is located adjacent to an R-1 or R-2 zoning district, the landscaped strip shall also include an opaque fence to block light trespass from headlights onto adjacent properties. Where additional screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.

b. Any parking area adjacent to a front lot line along a public right-of-way shall be screened by a ten-foot landscaped strip.

ORDER OF RECOMMENDATION
DUNDEE PLANNING COMMISSION
FILE NO. LURA 16-06

AN ORDER RECOMMENDING THAT CITY COUNCIL ADOPT AMENDMENTS TO THE DUNDEE
DEVELOPMENT CODE TO ADD DESIGN STANDARDS FOR INDUSTRIAL DEVELOPMENTS

RECITALS:

1. The intent of the proposed industrial design standards is to create attractive employment areas within the community by having standards for the building design and site design, including landscaping, buffering and screening, outdoor storage and loading areas, and the aesthetics of the building wall itself.
2. The proposed amendments would create a new Dundee Development Code section 17.202.070 Site and Building Design Standards In Industrial Zones, and would also amend several existing code sections, including 17.202.050 Fence Standards, 17.302.050 Minimum Landscape Area, and 17.302.060 Screening And Buffering.
3. The Planning Commission held workshops to discuss the regulations and proposed amendments on November 18, 2015 and again on March 16, 2016. The Planning Commission held a public hearing to consider the proposed Development Code amendments and adopt an Order of Recommendation to the City Council on May 18, 2016.

THE DUNDEE PLANNING COMMISSION ORDERS AS FOLLOWS:

1. The Planning Commission recommends that the Dundee City Council adopt the following Development Code amendments. Proposed additions to the Code are shown as underlined, deletions are shown as ~~strikethrough~~.

17.202.070 Site and building design standards in industrial zones. (proposed new code section)

The following standards apply to all development in the LI zone that is subject to site design review per chapter 17.402.

- A. Building design. The intent of these standards is to create attractive employment areas within Dundee.
 1. Architectural variation shall be provided for any wall facing a public street in order to break up the building mass. All walls facing a public street must have at least two of the following features; each feature must comprise at least 10% of the wall area.
 - a. Contrasting building colors;
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2. Walls facing a public street must be constructed of one or more of the following building materials:
 - a. Brick or masonry;
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 3. The main building entrance shall face a public street.
- B. Loading areas, outdoor storage, and trash enclosures.
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2. Industrial uses when abutting commercial uses;

3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas;

4. Outdoor storage areas;

5. At- and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners;

6. Rooftop mechanical equipment;

~~6~~7. Any other area or use as required by this code.

C. Parking Lot Landscaping and Screening Standards. All new parking lots or expansions of existing parking lots, which for purposes of this section include areas of vehicle maneuvering, parking, and loading, shall be landscaped and screened as follows:

Exhibit “A”: Findings (LURA 16-06 – Industrial Design Standards)

Amendments are required to be consistent with all applicable local and state laws including the Dundee Comprehensive Plan and Statewide Planning Goals.

Dundee Comprehensive Plan

Economy. Goal: To maintain a level of economic development adequate to meet public need. Objective (2): To assure that commercial and industrial developments preserve and enhance the aesthetic character and livability of Dundee.

Finding: The Development Code amendments would add design standards for industrial businesses. The new design standards would help Dundee preserve and enhance the aesthetic character and livability of Dundee by creating attractive new developments, which in turn can help spur new investment and reinvestment within the city.

Statewide Planning Goals

Goal 9: Economic Development (OAR 660-015-0000(9)) – To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.

Finding: Dundee provides industrial land for a variety of economic development opportunities within the city. The proposed Code amendments would increase the aesthetic appeal of new industrial developments in Dundee, which in turn could draw more new investment, potentially creating new economic development opportunities for the city.