

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

MEETING DATE: November 18, 2015
Meeting Time: 7:00pm

- I. Call Meeting to Order.**
- II. Approval of Minutes from Previous Meetings**
*October 21, 2015
- III. Public Comment**
- IV. Work Session on 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: October 21, 2015
Time: 7:00 p.m.

I. Meeting called to order.

Chairman Fiedler called the meeting to order. Commissioners present, consisting of quorum, were Gerald Fiedler, David Hinson, Isaiah Cox, Francisco Stoller, and Gary Rodney.

Also in attendance were City Administrator Rob Daykin, City Planner Jessica Pelz, and City Planner Doug Rux.

Commissioners Michelle Kropf and Danny Sikkens were absent.

II. Approval of Minutes from Previous Meeting(s)

It was moved and seconded to approve the minutes from September. Motion carries, unanimous.

III. Public Comment

There were no members of the public present.

IV. Marijuana Legislation Discussion

Newberg City Planner Doug Rux was introduced. He presented a printed PowerPoint presentation regarding marijuana laws. The presentation gave a history of the law and the City's response to them to date.

Questions were as follows:

1. Whether the City can tax anything (cookies, etc.) and whether we could regulate where any business was located.
CA Daykin answered that a city could tax anything; that although the state does not have a sales tax the city was not pre-empted from doing so. Planner Rux explained further about how the tax for recreational marijuana would work and whether cities would be grandfathered in once OLCC established their rules and taxes.
2. Whether it could be required that growing happen inside.
3. Fencing for growers.

4. About individual growers and how many plants they are able to grow. Planner Pelz noted that she didn't believe that the City could regulate individuals growing at home. It was up to them to follow state law.
5. Whether there were rules in place regarding smoking at home.
6. About the processing aspect and whether there were any dangerous methods that the City needed to consider with regard to zoning. Planner Rux responded that he was unaware of any.
7. About the production side and whether they were limited to a quantity. It was responded that it was dependent upon whether it was classified as an individual or commercial use.
8. How 100 pot plants might smell. Planner Pelz responded that it probably depends upon the stage of processing as to how it smells—similar to wine production.
9. Whether City Council had put a limitation on the hours that dispensaries can operate. Answered that there were no limitations on hours of operation.
10. The definition of "recreational" and the City Attorney's objections.
11. Clarification on how soon the city needed to establish zoning regulations. There was discussion about the interpretation of the state's timeline. It was decided that the City had until July to establish regulations since, although applications could be submitted to OLCC on January 3, licenses are not going to be issued until then.
12. Security. Commissioner Rodney stated that his preference was that the operations take place indoors due to safety measures and mischief. Commissioner Stoller stated that the people he's talked to have stated that, because the growers know how much their product is worth, there is a lot of money paid for security.
13. Whether crops could be grown in the agricultural zone in Dundee. It was answered that yes, growing would be allowed. It was noted that growers were heavily regulated.
14. Whether some of the marijuana uses could be combined. Could a grower also process? Or could a processor have a retail section in the building.
15. Whether any cities have already drafted regulations. Planner Rux responded that he believed communities were beginning to talk about it, but he did not think they'd started drafting anything.

CA Daykin stated that the general direction from City Council was to have the Planning Commission look at the issue and decide on definitions and use standards. City Planner Pelz stated that she believed it would be difficult to begin drafting regulations without knowing what the state rules would be. There was discussion about when the process should begin and what meetings were open. Planner Pelz stated that they would send around the state rules so that the commission could read through them and give thoughts on regulations.

V. Planning Issues from Commission Members.

There were no issues for discussion from the Commission members.

VI. Adjournment

It was moved and seconded to adjourn the meeting. Meeting was adjourned.

Gerald Fiedler, Chairman

ATTEST:

Melody Osborne, Planning Secretary

Memorandum

TO: Dundee Planning Commission
FROM: Jessica Pelz, AICP, Planner
CC: Rob Daykin, City Administrator
DATE: November 18, 2015
SUBJECT: Potential Development Code Amendments for Industrial Design Standards

Background

As development in Dundee picks up, it is an appropriate time to revisit the idea of 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, including: Newberg, Tualatin, Wilsonville, McMinnville, Canby, Carlton, and Lawrence KS.

Staff has prepared draft 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 attached draft code amendments show proposed additions in underline, ~~deletions in strikethrough~~, and **discussion questions in yellow**.

DRAFT – 17.202.070 Site and Building Design Standards in Industrial Zones

[Deletions shown in ~~striketrough~~, additions shown in underline, discussion questions shown highlighted in yellow]

17.202.070 Site and building design standards in industrial zones.

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.

*****Is this feasible given the limited depth of Dundee's industrial parcels, which are primarily located between the railroad and a public street? Would we want to add an exception to this standard? A**

potential exception could include the following: 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. 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 ~~strikethrough~~, additions shown in underline)

6. In the C and CBD zones, chain link fencing may not be used between a public street and a maximum setback line, with the following exceptions:
 - a. In the C zone, black fused and bonded vinyl coated chain link fencing may be used, subject to subsection (B) of this section.
 - b. In the CBD zone, black fused and bonded vinyl coated chain link fencing may be used if screened from view from the street by a sight-obscuring hedge of equal height, subject to subsection (B) of this section.

****Should we add requirements for industrial zone fences?? We have listed in section 17.202.070 that fences need to be opaque when used to screen things from view. The section above is limiting chain link fencing in the commercial zones only within the front setbacks. Should industrial uses be able to use chain link fencing where not visible from the public ROW?*

17.302.050 Minimum landscape area. (proposed edits: deletions shown in ~~strikethrough~~, 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.
3. In a commercial zone pedestrian courtyards, plazas, walkways, fountains, benches, sculptures, or decks may be included within the required landscaping percentage if they are designed in conjunction with planting of street trees and potted plants and, upon design review, these features are found consistent with the purpose and intent set forth in this code.
4. Landscaping required under other sections of this code, including, but not limited to, parking lot landscaping pursuant to DMC [17.302.060](#) and landscaping within front setback areas pursuant to DMC [17.202.060](#)(C), may be included in and counted towards the required landscaping percentage. If landscaping required under other sections of this code exceeds 10 percent of the gross lot area, the full amount of landscaping required under other sections shall still be required.
5. The required landscape area for all zones must be visible from the public right-of-way.

B. Multifamily Developments. A minimum of 25 percent of the gross land area shall be devoted to landscaping in multifamily developments. Interior courtyards, atriums, solar greenhouses, walkways, outdoor recreation areas (e.g., pools and playgrounds) and roof gardens may be included with general landscaped areas in the calculation of this percentage.

~~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 ~~strike through~~, additions shown in underline)

Where required by code, or where placed as a condition of approval, screening and buffering shall meet all of the following minimum requirements:

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;
67. Any other area or use as required by this code.

B. Methods of Screening. Screening shall be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement, or other design techniques, as appropriate to the site given its visibility from adjacent uses and rights-of-way. (See also DMC [17.202.050](#) for fence regulations.)

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.

2. Screen Height. The screen required under subsection (C)(1) of this section shall be designed and planted to grow to be at least 36 inches higher than the finished grade of the parking area within one year of planting; except for required vision clearance areas, the screen height may be achieved by a combination of earth mounding and plant materials or a combination of a 36-inch wall and plant materials. Where the parking area to be screened is above the adjacent grade, such screening shall cover both the parking and the retaining wall or slope, as applicable.