



**PLANNING COMMISSION MEETING
February 26, 2019 at 6:30 pm
Banks City Hall, Banks, OR
MEETING MINUTES**

CALL TO ORDER

Chair Bench called the meeting to order at 6:37 pm. The proceedings were recorded in digital format.

ROLL CALL

Present were: Philip Darrah, Katherine Brown, Jeremy Bench, Tammie Buck, Chris Zechmann

Excused: Sam Van Dyke

Attending: Jolynn Becker, City Manager; Stacey Goldstein, City Planner

The new Commissioners introduced themselves. Commissioner Brown stated she was part of a small real estate company with her daughter. She had been in real estate almost 35 years and had been involved in the sale of many types of properties from residential to commercial.

Commissioner Buck said she taught fourth grade and had been teaching for 20 years. She also taught college in the evenings. She had lived in Banks about 18 years.

Commissioners Darrah, Zechmann, and Bench introduced themselves to the new Commissioners.

APPROVAL OF MINUTES

1. Approval of minutes from the October 30, 2018 meeting.

Commissioner Darrah [04:20] moved to approve the Planning Commission minutes from October 30, 2018 as presented. Commissioner Zechmann seconded the motion, which passed unanimously.

PUBLIC COMMENT – There was none.

WORK SESSION

2. Banks Zoning Code Audit – Draft Code Concept Update

City Planner Goldstein briefly highlighted the roles of the City's Comprehensive Plan and Zoning Code, as well as the Planning Commission responsibilities with regard to the Code and its use during development review hearings.

- She described the Code Audit process, which currently involved identifying deficiencies and needed updates, so the Code would comply with State law, the City's Comprehensive Plan, and Vision 2037 work, as well as transportation, pedestrian, bicycle and other city planning work that had occurred. She reviewed examples of why several Code standards needed

changed, noting tonight's discussion would focus on housing, including allowing for a variety of housing options to be developed and providing a more efficient review process for developers. Actual Code writing to fix the Code would begin in July, when a consultant would work with the Commission and the community on the new Code language. The Commission would receive a document containing draft Code concepts in April and would review them eventually with City Council

- She presented the Draft Code Concept Update via PowerPoint, which addressed housing affordability issues; housing demand, current supply, and various housing options; potential Code changes to accommodate various housing needs; as well as input received from stakeholders.

Key comments and responses to Commissioner questions were as follows:

- No findings or statistics supported the claim that density or multi-family housing increased crime.
- In working with developers on the acres of vacant land in the City, future developments in Banks might not be any less expensive than Orenco.
- One affordable option could be the attached rowhouse concept with shared walls and shared green spaces. With the right design standards and Code criteria in place, the right aesthetics and desired amount of open space could be achieved.
- Affordability needed to be considered when creating design standards. A balance was needed between overregulation and setting the bar high enough to get the desired mix of housing.
- The cottage home concept was briefly discussed as an affordable option. The detached garages were not desirable, and a lot of the green space might not be used. Cottage home developments could be configured in different ways.
 - Landowners, especially on the east side of Banks, wanted to do innovative, interesting projects with a variety of housing types and densities, which was currently not allowed in the Code.
 - The number of dwelling units would not likely be limited but rather standards regarding minimum lot area, lot coverage, setback requirements, etc. would dictate their size.
- The goal of the Code update work was to provide flexibility for a variety of housing options within one development, such as accessory dwelling units (ADUs), which were a form of affordable housing.
- Banks had an unmet need for single-family residential units for higher income households. Developers on the east side expressed interest in pursuing larger lots, but the current Code had no provision for lots over 10,000 sq ft. Providing housing for people with higher incomes could free up housing for others.
- A structured set of standards was necessary as variance requests were only for unique situations or special circumstances, like an odd-shaped lot. Density was mandated in the Comprehensive Plan, so density changes involved a broader process and community involvement.
- Although land was privately owned, the lot size, type of development, density, setbacks, lot coverage, etc. would be determined by the Code. Application would have to comply with all Code standards, including Public Works standards.
- The Transportation System Plan (TSP) was updated with options to facilitate traffic from the east side into downtown Banks, which were reviewed, and included an east side collector street allowing drivers to travel from around the golf course to Banks Rd. The City's Capital Improvement Projects (CIP) list, included two railroad crossings, one at-grade and one elevated crossing.
 - The recent City Council packets included updated mapping showing the collector roadways and also local street connections.
- A change in the downtown zoning was discussed several times last year to accommodate live-work units, which could be done as an overlay or the residential properties within that geographic area could be subject to special standards for live-work situations to address the

potential impacts created. The Code would need to provide the flexibility to allow live-work units. The homes considered for live-work would not be torn down, but rather converted internally. Grandfathering properties was tricky because tracking such properties could be very difficult administratively.

- Infill possibilities were discussed on some of the bigger lots in Banks and several examples of existing infill projects were cited. Design standards would need to be in place to avoid overcrowding and to address compatibility.
 - Infill had not always been done properly in the city, which was why having design standards was so important.
- The City would probably not require single-level homes because housing demand was market driven, though they likely needed to begin building to accommodate the aging population.
 - In Washington County, larger homes with ADUs were being built to accommodate extended families in response to the market demand of people moving here from India.
- Though not always affordable, single-level homes were always in high demand because they could accommodate people of all ages and abilities.
- Different generations want different amenities.
- Building more single-level homes was necessary as was allowing for the construction of ADUs. Though market driven, housing also involved a balancing act between regulations and the rights of private developers and landowners.
- The ADU allowance in the Code needed to be updated to be consistent with State law, which now required a minimum of one ADU per lot be allowed in single-family districts, subject to special standards.
- The City could help address affordable housing costs through regulations, without overregulating, and using different tools. For example, the City could engage with a developer in a public/private partnership to build affordable housing, but it was very complicated to do. In Banks, affordable housing was driven by developers, who could not be required to build affordable dwellings, but they could be incentivized to do so in exchange for more density, for example. Providing for a variety of housing options might also result in more affordability.
- Orenco Station was a master planned community and something similar was possible for Banks if a developer was interested. Creating such a community was more complicated than just creating a nice street with townhomes. Part of Orenco's popularity was due to its walkability to businesses and transit.
- The City's planning efforts were considering a 20-year horizon, so it was important to set the stage to be able to do good things in the future. The trails coming through Banks provided opportunities.
- Commissioner Brown noted the Orenco plans seemed ridiculous when first initiated because the area was so rural and disconnected from the rest of Hillsboro.

City Planner Goldstein stated at the next meeting, the Commission would discuss multi-family design standards and what made a multi-family project inviting. The Commissioners were asked to make note of any multi-family projects and why they were or were not attractive.

- Parking standards and parking minimums would be discussed at a future Commission meeting.

City Manager Jolynn confirmed the Commissioners could meet during spring break.

Chair Bench asked if Marty Cropp, who was in the audience, had any questions.

Marty Cropp commented there was a lot of opportunity and he appreciated the Commission's work. In talking about Orenco and Villebois, he noted one designer for the west side property had worked on those projects and was bringing that vision, which matched what the Commission was discussing so that was exciting. He explained he was one of the family members of one of multiple property owners west of the

city, and he had farmed there for the last 10 to 15 years. He indicated on a map where he farmed, noting it was next to the wetlands and behind the park.

City Planner Goldstein noted discussions were taking place between the City, Mr. Cropp, and the other owners, as well as their representatives and designers about what they wanted to do with their properties.

- She verified the red areas on the map indicated commercial zones and the blue indicated industrial. She added that industrial land was hard to come by and the State would not allow commercial uses on industrial lands.

Mr. Cropp noted his property was zoned for very high density and he appreciated how the Commission was working on a scenario where high density worked with livability. He and the other owners wanted the best use made of their land, but they also wanted to be citizens of the community and leave a legacy for others.

PUBLIC HEARINGS

3. None

BUILDING PERMIT REVIEWS – INFORMATION ONLY – (None)

VERBAL STAFF REPORTS AND UPDATES

4. Planning Project Updates

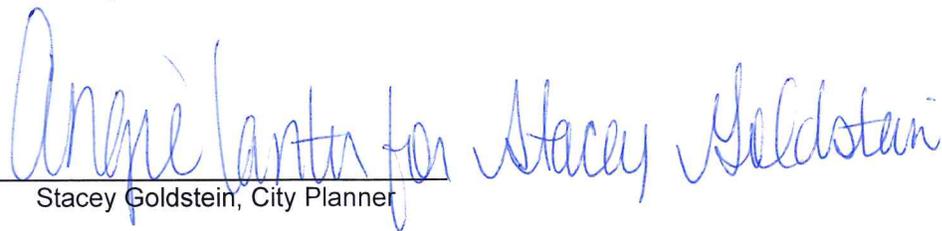
City Manager Becker noted the water moratorium had passed since the last time the Commission had met. The transmission line on Sellers Rd was in the design 90 percent. A request for proposal (RFP) was submitted to find contractors who would begin work later this summer or fall with completion expected in 2020. The transmission line would bring in 1 million to 1.5 million gallons of water. Infrastructure upgrades were also being considered for both NW Cedar Canyon Rd and Banks Rd.

- A study was being conducted for other water sources besides the surface water on Sellers Rd and the tanks on Banks Rd. Other possibilities included using Dairy Creek or drilling new wells.
- The feasibility of using the Quail Valley well was questionable because it would need to be converted from irrigation rights to municipal rights and was also tied to Tualatin Valley Water District
- The Commerce Street Project involved moving the water lines on Depot St, Market St, and NW Sunset Ave, as well as improving the sidewalks on Depot St and a bit on Commerce St. The roadway on Commerce St. would then be redone to bring it up to standards.
 - Parking would be allowed on only one side of Depot St to allow for the sidewalk to be widened to Code standards on the south side. Angled parking would still be available on Depot St. Possibly two parking spots would be lost due to the project, because parking would be improved on the other side of the street.
- Currently, the biggest focus was on water conservation and getting the water moratorium lifted. The City wanted to make sure it was prepared with sufficient water to allow for growth.
- Lennar was moving forward with its current development. The roof was on the spec house and 13 site plan reviews had been submitted.

OTHER BUSINESS – None

ADJOURN: The Planning Commission meeting adjourned at 8:07 pm.

Submitted by:


Stacey Goldstein, City Planner