

TOLEDO PLANNING COMMISSION AND CITY COUNCIL
MINUTES OF THE JOINT WORKSESSION

The City of Toledo Planning Commission/City Council joint worksession was called to order at 6:01 pm by Planning Commission President Todd Michels.

City Councilors present: Jackie Kauffman, Heather Jukich, Betty Kamikawa, Stu Strom, and Mayor Rod Cross. Excused were Bill Dalbey and Josh Smith.

Planning Commissioners present: President Todd Michels, Geoff Wilkie, Cora Warfield, Robert Duprau, and Anne Learned-Ellis. Excused was Penny Ryerson.

Staff present: Contract Planner Justin Peterson, City Manager Judy Richter, City Attorney David Robinson, and Secretary Arlene Inukai.

VISITORS: Kevin Young and Lisa Phipps

DISCUSSION AND INFORMATION ITEM: HOUSING PRESENTATION BY KEVIN YOUNG OF OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT (DLCD):

Kevin Young introduced himself, stating that he is an urban planner with DLCD, focusing on housing, infrastructure, and urbanization. He introduced Lisa Phipps, also with DLCD. Councilors and Commissioners each introduced themselves. Mr. Young stated he work for several years with former Toledo Planner Fred Towne while at the City of Corvallis.

Before tonight's meeting Mr. Young reviewed the Lincoln County Housing Strategy Plan from 2019 and believes it's a good starting point for Toledo to move forward with housing issues.

Mr. Young provided a PowerPoint presentation, highlights are summarized below:

- Oregon State Planning Goal 10 references housing, including buildable lands and housing needs.
- The City of Toledo has a 20 year old Buildable Lands Inventory (BLI) and no Housing Needs Analysis (HNA). An HNA is needed, but before this plan is completed, the BLI need to be updated to show existing residential lands are available for a 20 year period.
- Review of State housing policies.
- Barriers to "needed housing" would be identified in an HNA. Housing needs could be a specific type of unit. Once the barriers are identified, the City could remove those barriers through code amendments, establish "clear and objective" standards, and non-discretionary criteria. Local government still has the ability to discuss the process, but there should be clear standards.
- The HNA will show a supply and demand over a 20 year period. The growth/population projections will be used. A BLI can exclude the floodplain and 25% slopes from the inventory. At this time, tsunami zones are not automatically excluded, but many communities have an overlay zone that affects the development. Building in a floodplain or steep slope can be done, but may not be "affordable".

- The Urban Growth Boundary (UGB) adjustment process has become easier than expansions. It might make more sense to adjust an existing UGB than expand it.
- Reviewed other Oregon cities HNA adoption and recent UGB adjustments.
- Explained House Bills 2001 and 2003 requirements. Because of the House Bills, new model codes will be coming out, which may be helpful to the City. The City can choose to pick certain elements from the two bills and implement those housing standards, but the City is not obligated to adopt all of the requirements, because of the population size.
- One option for Toledo is to partner with other communities and the County for a regional HNA. Completing an HNA will be helpful for Toledo, as UGB development may not be as feasible, due to the lack of public infrastructure. It would also help in obtaining funding for specific projects and strategies identified in the plan. There are funding options available to local governments that could be used for an HNA or a housing program, such as DLCD's technical assistance grant and Transportation and Growth Management's program.
- The group discussed the removal of parking requirements for accessory dwelling units (ADU) and that small cities should be able to require one new space for an ADU. They stressed the increased problems with on-street parking and emergency vehicle access.
- The code standards have to be clear and objective. If a developer finds that they are not, then it can be challenged in the courts.

The group thanked Mr. Young for the presentation and asked that a copy of the slides be provided to members who are absent.

CP Peterson distributed a report on the building permit and land use activities for 2020. The group reviewed a couple of current projects and received clarification on site addresses.

At this time, Mayor Cross left the meeting.

DISCUSSION AND INFORMATION ITEM: SIGN CODE:

CP Peterson reported on the new project to establish a sign code. At an earlier Planning Commission meeting, the Commission defined the goal of the sign ordinance to focus on safety, this can include line of sight, but the code can also address size and luminosity. Sign codes cannot regulate content.

There could be different standards for different zones or along Bus. Highway 20/Main Street area. The group discussed size of the print, as some signs can be hard to read if the size is too small. It was noted that the truck route signs are small and difficult to read. Because of case laws, there can be regulations on how fast an electronic sign can display content. CA Robinson stressed the need for clear and objective criteria and, if the viewer has to read a sign to determine how to regulate it, then it does not meet sign laws.

General consensus of the group agreed to focus on safety and placement of the signs and then to address the standards for various zone districts. CA Robinson reported that the League of Oregon Cities created a model sign code that can be distributed. The model code is 67 pages, which includes explanations. Commissioner Learned-Ellis would like to keep the code simple.

CP Peterson noted that a new sign code may create non-conforming signs. Readability, abandoned signs, and temporary signs can be addressed in a new sign code. The group discussed how a new code could impact temporary signs, such as political signs. Often, political signs are pulled by the

campaign after elections, but there could be standards on placement/location, safety, and zoning district. All agreed safety is a good reason to move forward with the code changes.

Councilors suggested a review along Bus. Highway 20 and Main Street districts, asking for uniformity. The size, placement, lighting, should all be reviewed, along with billboard placement standards. The group discussed the existing Toledo Booster reader board, truck signs, right-of-way placement, and zone districts. Councilor Kauffman stressed there should be safety measures and uniformity within the standards. Councilor Jukich added that they do not want to restrict the 'timber unity' signs. Councilor Kamikawa asked how the code could impact a proposed lighted digital sign for the library and pool. It was clarified that the City would still have to comply with the new code standards.

CP Peterson reported he will continue working on the code. There could be another joint worksession as the proposal gets completed.

DISCUSSION AND INFORMATION ITEM: PLANNER REPORT:

CP Peterson reported that Oregon Cascades West Council of Governments have been in the hiring process for a Coastal Planner. The selected candidate declined and CP Peterson will remain with Toledo for a bit longer.

CITY COUNCILOR AND PLANNING COMMISSIONER COMMENTS:

All agreed it is beneficial to meet in a joint worksession.

STAFF COMMENTS:

CM Richter announced a League of Oregon Cities Land Use Planning in Oregon class, scheduled for May 7, 2020, at the Toledo Fire Department.

There being no further business, the worksession was adjourned at 8:00 pm.

Secretary

Planning Commission President