

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:30 pm by President Cora Warfield. Commissioners present: Anne Learned-Ellis, Brian Lundgren, Jonathan Mix, Dennis Sutherland, Ricky Dyson, and Ruthanne Morris.

Staff present: Contract Planner (CP) Justin Peterson and Planning Assistant Arlene Inukai.

VISITORS: Tracy Mix

APPROVAL OF THE AUGUST 14, 2024, MINUTES:

It was moved and seconded (Lundgren/Learned-Ellis) to approve the August 14, 2024, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously.

WORKSESSION: RESIDENTIAL CODE AND HOUSE BILL 3395 UPDATES:

CP Peterson stated this is a continuation of the item discussed at the last meeting. DCLD is funding this code update project. The drafts will be sent to DLCD for their comments and staff will bring back any comments/responses from DLCD. The proposed updates are shown in track-change format and summarized below:

- Several new definitions were added and terms were updated to match state definitions. This also included the updated definition for “Residential Care Facility” to match state definitions and “Lot of Record” added to the definition list.
- The R-S Zone term is working away from single-family and using the term single-unit. It was suggested that the new R-S term be called Standard Residential. This keeps the same initials, and is a re-name of the designation. It is not a new zone designation. A statement was also included that clarifies any reference to the R-S or Single-Family Residential Zone is referring the Standard Residential, in case there are still unintended reference to the Single-Family Residential Zone name.
- The Conditional Use Permit standards were reviewed for the R-S Zone, specifically noting that the language for manufactured and site-built homes that do not meet the minimum standards, has been removed because the minimum design standards section will be removed. Gutters and eaves will stay in the code under the erosion control standards.
- Signs to identify a subdivision, apartment building, or short term rental home should be added to the sign section.
- ADA ramps will be allowed to be placed in the setback yard. The home would still need to meet the setback standard,
- ‘Dwelling unit’ terms will be updated to match the definitions.
- Updates to the R-G Zone are similar to the R-S Zone changes.
- Commercial areas and the option of creating a multi-unit overlay zone was reviewed. Live-work units are allowed outright and multi-units are allowed as a conditional use permit.
- Consideration was made that could reduce the minimum front yard setback from 25’ to 15’ in the Commercial Zone and 20’ if on Business Highway 20.
- A new section was reviewed for religious-owned affordable housing programs. This

language was taken from ORS for creating housing in non-residential zoned lands. The language will need further review for compliance to the ORS standards and the “shall” statements updated for clarity.

- Commissioners reviewed the existing Main Street Overlay District Map. There is potential for a Commercial overlay to include properties along Bus. Highway 20. CP Peterson proposed a new overlay that includes the NE Beech Street/Hwy 20 area. Commissioners reviewed the maps and noted that the boundaries could be expanded. The intent is to keep the Commercial Zone, but streamline the area for re-development. The overlay properties do not have to be contiguous and could be expanded based on further review or applicant requests.
- Commissioners discussed the possibility of creating two commercial zones, which could offer some flexibility. It was noted that an overlay district could be easier to implement and does not have a lot of impact to the existing maps. Staff will prepare a proposed map and can bring it back for further discussion. Commissioners recommended having a list or inventory of the lots within the overlay district, in addition to a map.
- Nonconforming uses/structures/lots were updated. Edits make the section easier to review and stressed that nonconforming uses can continue and can be repaired/maintained. If the nonconforming use is discontinued for more than one year, the nonconforming status goes away. After the one year period, any new use must comply with current code standards. Nonconforming uses are not allowed to rebuild if destroyed. A variance would have to be submitted within one year to allow a rebuild. Alterations of a nonconforming building can occur, as long as the development complies with fire standards. Language was added for nonconforming lots if they are considered lots of record.
- Timelines for conditional use permits could be expanded to begin construction at two years, with one extension for one year.
- Commissioners asked why the term “babysitting” is defined. This could be removed and the State is looking at child care homes/facilities that could require future updates to the child care uses.

DISCUSSION ITEM: UPDATES AND REPORTS:

Winter Meeting Schedule:

Commissioners discussed going back to a 6:00 pm meeting start time for the winter months. It was the general consensus of the group to start the meetings at 6:00 pm for the winter.

It was moved and seconded (Dyson/Morris) to begin the Planning Commission meetings at 6:00 pm.

Discussion: Commissioners discussed when the change takes effect.

It was moved and seconded (Learned-Ellis/Morris) to amend the motion to meet at 6:00 pm beginning in November through May. The amended **motion passed** unanimously.

The October meeting will start at 6:30 pm. President Warfield stated she will be away for the October meeting.

Dahl/Juno Tour Recap:

Commissioners voiced appreciation of the time Dahl and Georgia Pacific staff provided for the very informative tours.

STAFF COMMENTS:

None.

COMMISSIONER COMMENTS:

Commissioner Dyson would like to see development occurring in Toledo and he created a list of possible improvements. He asked if there is a committee or way to see projects occur. City Councilor Tracy Mix encouraged Commissioner Dyson to attend a City Council meeting for the potential projects and to bring the letter to the full Council. CP Peterson also noted that the Urban Renewal District funding may be getting to a point where they can be used for re-development purposes.

There being no further business before the Commission, the meeting was adjourned at 8:00 pm.

Planning Assistant

President