

TOLEDO CITY COUNCIL
WORK SESSION
September 23, 2020
6:00 p.m.

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:00 p.m.

Present	Absent	
<u>X</u>	<u> </u>	<u>Mayor Rod Cross</u>
<u>X</u>	<u> </u>	<u>Council President Joshua Smith</u>
<u>X</u>	<u> </u>	<u>Councilor Jackie Kauffman</u>
<u>X</u>	<u> </u>	<u>Councilor Heather Jukich</u>
<u>X</u>	<u> </u>	<u>Councilor Bill Dalbey</u>
<u>X</u>	<u> </u>	<u>Councilor Stu Strom</u>
<u>X</u>	<u> </u>	<u>Councilor Betty Kamikawa</u>

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, Fire Chief (FC) Larry Robeson, City Attorney (CA) David Robinson, Contract Planner (CP) Justin Peterson, Planning Assistant, Arlene Inukai

Planning Commission: Todd Michels, Rob Duprau

Visitors present: Craig Lash

2. JOINT WORK SESSION WITH THE PLANNING COMMISSION

CP Peterson provided an update to the Council and indicated Mayor Cross met with the Planning Commission. He said Mayor Cross presented direction to the Planning Commission for projects such as a buildable lands inventory, housing needs analysis and a review of the Toledo Municipal Code and other housing standards.

Planning Commissioner Terri Neiman arrived at 6:14 p.m.

CP Peterson noted Toledo has two residential zones; RS [Single-Family Residential and RG [General Residential] and some housing is available within commercial zones but it must meet the criteria. He referenced the information (housing standards) in the Council packet. He reviewed the permitted uses within the existing standards. He presented a copy of the housing strategy plan report developed by Lincoln County, which includes potential code amendments such as adopting standards for cottage cluster housing and permissible uses within certain residential zones. He answered clarification questions from Council in regards to the Code and parking. He indicated stick built homes less than 1,000-feet are not permitted within the RS zone and noted amendments to the Code may provide flexibility to provide smaller houses or lots. CP Peterson provided examples of cottage cluster housing, which are more community oriented and have a minimum lot size of 10,000 square feet because there are multiple homes on the lot. There was discussion in regards to possible options such as smaller house footprints and/or smaller lots.

Planning Commissioner Geoff Wilkie arrived at 6:41 p.m.

CP Peterson provided an aerial example of lots within the two zones in the city. He indicated if the city were to reduce the lot size, it could allow for the partitioning of lots to create additional housing. Several Council members expressed interest in pursuing various options for consideration when amending standards. CP Peterson reviewed the differences between commercial and residential accessory dwelling units.

CP Peterson said there is a grant available through the League of Oregon Cities (LOC) for housing related on the coast, which is due October 16 and indicated he would bring back a request to the Council for approval. He noted he started the process to assess the buildable land inventory. He said the City submitted the Safe Routes to School grant and any notifications would be provided as early as October.

CP Peterson presented information in regards to the Sign Code. He indicated the Planning Commission began with the LOC's model sign code but felt it was cumbersome and long. He said the current draft was included in the packet. CA Robinson summarized legalities in sign codes and indicated the City can only regulate time, place and manner in regards to signs. He explained the signage formula, which designates a percentage of the total allowable signage area. There was discussion about allowable area versus the number of signs and exemptions to the sign code such as murals. Further discussion inquired whether standards should be included that regulate non-conforming signs once they are damaged or replaced. There was an inquiry in regards to whether the City could separate regulations for signs advertising commercial establishments.

CA Robinson notified the Council that someone purchased property located within the commercial zone, which was also in wetlands and floodplain. He said they were building a house but did not obtain any permits for the structure. He indicated CP Peterson sent the property owner a letter outlining the permitting process and change of use regulations early on as they were building, but now they are near completion. He said staff was in a meeting with the state via Zoom in regards to the situation.

3. VISITORS/PUBLIC COMMENT

There were no comments.

4. CONSENT AGENDA

Consider approval of Minutes from the Regular Meeting held September 2, 2020

Motion – It was moved and seconded (Smith/Kamikawa) to approve the Consent Agenda as presented and the motion carried six to one with Councilor Jukich opposed.

5. DISCUSSION

Lincoln County Solid Waste Priority Discussion

CR Figueroa presented the council report and indicated this is a follow up to a previous presentation by the Lincoln County Solid Waste District Manager.

The Council discussed possible priorities and CR Figueroa summarized the priorities to forward to the Lincoln County Solid Waste Division:

- Recycling
 - Where to recycle (Dahl, Thompson's and N. Lincoln all handle different materials)
 - How to deal with recycling locally
 - Find more ways to recycle more items
 - More in-depth education on recycling (uniformity/practices amongst three companies listed above)
 - Addressing the wishful recycler
 - Develop business 'green' practices and standards program to promote ecotourism & recycling and certify businesses who are 'green' and reduce their carbon footprint (similar to Marion County's Earthwise program)
 - Organic waste education - is this offered by all disposal services?
 - Promote reuse and create a trade/swap/freecycle event where people trade and not sell
- Education on what to do in the event your house burns down and information on how/where hazardous materials need to be disposed (e.g. asbestos)

Request for Agency comments from the Lincoln County Department of Planning and Development

CM Richter said Lincoln County received a Conditional Use Permit from Georgia-Pacific (GP) Mill to modify their existing wastewater sludge ponds. She indicated if the Council has any comments, staff will forward those comments to Lincoln County. She noted they are decreasing the size of the ponds and increasing the size of the drying beds and Mayor Cross clarified GP is requesting to adjust the boundaries of their landfill area. After further discussion, several Council members expressed concern in regards to the property and outlining areas being affected by an emergency event.

Project List Update

CM Richter summarized the council report and indicated the spreadsheet [included in the packet] lists every capital improvement project. She said it also lists the managing department, budget, beginning and completed date. She noted she plans to provide a copy of it to the Council on a quarterly basis. Staff answered clarification questions and indicated they would prepare comments to forward to the Lincoln County Planning Department.

Committee updates

CP Smith asked Councilor Dalbey if he could attend the Cascades West Area Commission on Transportation meeting tomorrow afternoon because he could not attend and Councilor Dalbey agreed.

Mayor Cross noted the Contribution Committee will meet tomorrow to review the first round of small business grant applications. CM Richter noted the City has received approximately 13 applications.

6. DECISION ITEMS

Authorize expenditure of \$17,450 to install fire water supply line to 208 S. Main Street

PWD Zuspan provided the council report and noted the Fire Marshall suggested the City connect the line into the system in that building. There was discussion about the monthly fee and the code/fire safety requirements.

Motion – It was moved and seconded (Kauffman/Smith) to authorize an expenditure of \$17,450 to install fire water supply line to 208 S. Main Street and the motion carried unanimously.

7. REPORTS AND COMMENTS

CR Figueroa updated the Council on the school supplies giveaway. She said it was a huge success, staff gave away over 150 bags of school supplies and thanked the community and businesses who donated to the giveaway.

CM Richter reported the management team has been in virtual training at the International City/County Management Association. She said as the County moves into Phase 2, she plans to open City Hall as of October 1 and then she and LD Trusty will discuss a plan to open the library. She noted she and CA Robinson have been working on the agreement with Seal Rock Water District.

The Council reviewed a list of departments they would like to hear from in their joint meeting with the Lincoln County Board of Commissioners, which included Health & Human Services, Planning Department (buildable lands inventory) and the Cooperative Extension Service. They also stated they would like to hear updates on the animal shelter, winter shelter for the homeless, county commons, details of the budget and what are they going to do to help businesses as they move into Phase 2.

Councilor Strom expressed concern in regards to the lack of communication to the communities during the recent fires and evacuations. He commented the public did not know where to get information. Councilor Dalbey and Mayor Cross concurred with Councilor Strom.

Mayor Cross commented on a process called high temperature water catalyst, which uses water at high pressure/temperatures to break down organic matter. He indicated he was approached as a possible pilot project for a large scale municipal/industrial system in Toledo. He said this system could cost approximately \$1.5 million versus \$14 million for a normal incinerator plant. He said he will report more information to the Council in the future.

8. ADJOURNMENT

The meeting adjourned at 9:28 p.m.

ATTEST:

APPROVE:

/s/City Recorder Lisa Figueroa

/s/Mayor Rod Cross