



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Meeting Minutes - Draft

### Planning Commission

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Monday, June 8, 2015

7:00 PM

Commission Chambers

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#### 1. Call to Order

*Chair Kidwell called the meeting to order at 7 PM.*

**Present:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**Staffers:** 3 - Tony Konkol, Carrie Richter and Kelly Reid

#### 2. Public Comment on Non-Agenda Items

*There was no public comment on non-agenda items.*

#### 3. Adoption of Minutes

##### 3a. Adoption of Planning Commission Minutes for June 9, June 23, and September 22, 2014.

**A motion was made by Commissioner McGriff, seconded by Commissioner Mabee, to approve the June 9, 2014, Planning Commission minutes. The motion carried by the following vote:**

**Aye:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**A motion was made by Commissioner Mabee, seconded by Commissioner McGriff, to approve the June 23, 2014, Planning Commission minutes. The motion carried by the following vote:**

**Aye:** 6 - Charles Kidwell, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

**Abstain:** 1 - Tom Geil

*Commissioner McGriff had a correction on Page 1, instead of using the word "were" to use the word "are" for their current position with the Trust.*

**A motion was made by Commissioner Geil, seconded by Commissioner McGriff, to approve the September 22, 2014, Planning Commission minutes. The motion carried by the following vote:**

**Aye:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

#### 4. Public Hearing

**4a.** Proposed Moss Campus Master Plan and Oregon City School District Transportation Maintenance Facility (Planning Files CP 14-03: Master Plan, DP 14-04: Detailed Development Plan, and NR 14-10: Natural Resource Overlay District Review)

*Chair Kidwell opened the public hearing and read the quasi-judicial hearing script. He asked the Commission if they had any conflict of interest, ex parte contact, bias, or statement to declare including a visit to the site.*

*Commissioner Mabee visited the site. He also declared that Oregon City School District was his primary employer.*

*Commissioner Espe visited the site.*

*Chair Kidwell said his mother lived directly across from the school and he drove by the school on a regular basis. He and Commissioner Geil were not present at the last hearing on this matter. He watched the video and read the written materials. Commissioner Geil did not watch the video, but had read the materials.*

*Kelly Moosbrugger, Planner, presented the staff report. She discussed the zoning, conditional use, and master plan. The existing campus was built in the R-8 zone and in residential zones schools were conditional uses. The high school had a conditional use from 2001 and now they were expanding the campus into another piece of property that was not in the R-8 zone but in the campus/industrial zone. Public educational facilities were permitted in the campus/industrial zone and the School District did not have to obtain a conditional use. The reason they were coming forward with a master plan was due to the size of the development which included both properties. It did not require a conditional use update because part of it would be on campus/industrial and the changes to the R-8 property would be minimal. The master plan had a ten year timeline and Phase 1 was the transportation maintenance facility. The future phases were minor changes to the rest of the campus that would not increase traffic. The detailed development plan was just for the maintenance facility. The plan included a 30,000 square foot building with office space, bus maintenance space, and parking lot for staff and visitors. The applicant revised the parking lot due to a miscalculation of the net leasable area of the building. The previous proposal was for 138 spaces, which had been changed to 132 spaces. The applicant would fence the storage area. There was a stormwater detention pond proposed and a partial extension of Meyers Road. Regarding the wetland to the north, it was an acre with a 50 foot buffer around it. The only work the applicant was proposing in the buffer area was a storm outfall. The applicant proposed mitigation for that and it was included in the conditions of approval. The applicant had submitted a list of questions and changes as well as information requested by the Planning Commission. Staff put together a matrix and memorandum regarding parking calculations. She reviewed the requested adjustments which included allowing black powder coated chain link fence with decorative elements, allowing the building to be set back from the street with the parking lot in front of the building, maximizing parking at the new facility and for entire master plan area, and approving the applicant's tree removal calculations by not including the bus storage in the construction area. If it was included, that would mean more trees would have to be planted as mitigation.*

*Tony Konkol, Community Development Director, said staff thought bus storage should be included in the construction area since it was integral to the permitted use and since outdoor storage was outright permitted there was an implication it was a use in and of itself and should be considered part of the construction area.*

*Ms. Moosbrugger entered the staff report, School Board meeting minutes, and conditions of approval from the 2001 site plan for the high school into the record.*

*There was discussion regarding the timing for the Transportation Demand Management Plan. Chair Kidwell suggested posting signs in the neighborhood adjacent to the high school that those streets were restricted to resident only parking between certain hours. It would make the School District responsible to manage their parking on site and not allow for overflow into the neighborhood.*

*Ms. Moosbrugger had discussed the possibility of a permit program for the neighborhood with Code Enforcement, and there would be a staff time cost to implement the program. Staff felt uncomfortable forcing a solution without the TDM Plan that would look at the alternatives.*

*Commissioner McGriff suggested a program where employees and students were not allowed to park on City streets that they could monitor themselves. She wanted to make sure some action was taken after the TDM Plan was completed.*

*Ms. Moosbrugger said one of the conditions of approval was not issuing a building permit until there was a contract and scope of work for a TDM Plan that included a timeline for implementation.*

*Chair Kidwell then suggested for the number of parking spaces, the Commission could approve the lower number of spaces for the parking lot with the provision that if the applicant demonstrated the higher number was justified that they would be allowed to come back and get that approved. If it stayed at the lower number, some vegetation could remain on the site as was suggested by Commissioner Espe.*

*Commissioner McGriff was concerned about the erosion control and storm water design permits on the previous conditions of approval for the high school.*

*Mr. Konkol said the storm water pond was constructed and was reviewed and approved by the City at some point.*

*Commissioner Mabee was concerned about transportation and the additional bus traffic.*

*Mr. Konkol said the Traffic Engineer took specific trip calculations from the existing facility and applied those to this application and found the peak hours were different and would not have an impact. Chair Kidwell pointed out the bus routes did not come and go at the same time.*

*Wes Rogers, Director of Operations for Oregon City School District, said this was not a voluntary service the District provided. Home to school transportation was required by Oregon State Statute and they were trying to provide the service in the most efficient and effective way. For elementary students it was providing service for those who lived a mile or more out, for secondary students it was a mile and a half. Five to six years ago the School District had done a site search for this facility and thought this was the best site due to the proximity to the high school. The current facility had already been sold and they were required to vacate by November 2017. Regarding accounting for additional impacts by the buses, they staged the buses in three routes in the morning and three in the afternoon to minimize the number of buses they had to have. By 4 to 4:30 p.m. most of the buses were back on site and parked for the night. Regarding noise, the only buses that would be backing up would be on the west side of the property which was adjacent to undeveloped land. They did need a layout that allowed them to pull buses in and out of the property*

*easily and needed the setback exception so the buses could pull through the service bays. There were a lot of trees on the property and the District was committed to replant trees. The development would not work without the bus storage and the trees needed to be removed. They would also protect the wetland.*

*Commissioner McGriff asked the applicant to save what trees could be saved, especially along the perimeter of the site.*

*Ron Lee, principle architect, said they would do their best to balance the cut and fill for the property elevations.*

*Mr. Rogers said not every bus parking space would be filled, but they did have some reserve buses and some being used for parts. They were also planning for growth projecting out 30-40 years. They needed all the buses and drivers in one spot. They would have a third party contract with an on-site fueling service that would come in every night and fuel the buses.*

*Mr. Lee said staff and his office had calculated the number of vehicles needed in the employee parking. They had described the space inside the building as a drivers' break room, but it would actually double function as a meeting space. The population that might use that space exceeded the number City staff came up with and that was why their number was different. Part of the reason a TDM Plan could not be done right now was that it was the end of the school year and the numbers would not be accurate.*

*Mr. Rogers said he had heard there was not enough parking at the high school and he had heard that there was too much. The challenge was it was not close parking and was a hassle to walk in the weather. He also understood the neighborhood concerns about students and staff parking in the neighborhoods. He thought this was a good opportunity to build parking where there would be a demand for parking and they wanted to build as much parking as they were allowed because of the demand. They were still committed to building bike paths and supporting shared use paths.*

*Chair Kidwell said people used the path of least resistance and if it was more convenient to park in the neighborhood they would. Encouraging students to park on campus was not enough, there needed to be more incentive and restricting parking in the neighborhood.*

*Mr. Rogers said they were willing to work with the neighborhood to come up with mitigation options.*

*There was discussion regarding the calculation for the number of spaces needed for employee parking. Staff gave two options, one for 104 spaces and one for 124, while the District was requesting 132.*

*Christine Kosinski, resident of unincorporated Clackamas County, delivered a letter from the Hamlet of Beavercreek. She was speaking for herself that night. She discussed the constraints large amounts of development would put on Beavercreek Road. For years the intersection of Beavercreek and Highway 213 had been failing and for years the City continued to exempt the intersection from traffic studies. She gave current road counts showing the numbers were going up. A full transportation plan needed to be done to look at the bigger picture and address these issues now. The traffic would be diverted to residential streets where people walked and children played.*

*Joyce Gifford, resident of Oregon City, thought this was a perfect location for a*

transportation facility and agreed with the plan. Regarding the tree mitigation, she thought the entire facility was the construction site and the additional 1,100 trees should be planted elsewhere. She was excited about the park and additional parking that would be available after hours and on weekends. Her concern was the partial extension of Meyers Road and that until it was built out to Highway 213 it would put greater traffic impact on High School Avenue and local neighborhoods. It was unclear when the Loder Road extension would be done. Beavercreek Road was an unsafe road for children to walk and bike on. The walking path that went from the high school to Clackamas Community College was unusable and needed to be improved. This was a wonderful facility, but the traffic mitigation needed to take place. The neighbors were concerned about the road alignments for Loder and Meyers Road because they thought some of their land was being taken away.

Robert Malchow, secretary recorder for the Caufield Neighborhood Association, said the Neighborhood Association thought this facility was good. The School District had discussed the plan with the Association and had talked about the tree mitigation and planting trees at the new Glen Oak Park. He thought the extra parking was essential for the park. They wanted the Meyers Road and Loder Road extensions done as soon as possible to help alleviate the traffic problems. The Association had brought up the idea to the Police Department of restricting the parking in the neighborhood especially on Meyers Road. They would also like a copy of the TDM Plan once it was done. He personally thought the Commission should reconsider the Beavercreek Road Concept Plan as it was a good plan and something the City needed.

Michael Ard, traffic engineer for the School District, was the one who prepared the traffic study for this development. He said the traffic study included detailed traffic volumes that laid out the number of buses for the initial start up in 2016 and anticipated growth to 2035. Regarding the constraints at Beavercreek Road and Highway 213, based on the fact that the existing bus facility was at the Maple Lane Court/Maple Lane Road intersection and the buses already had to pass that intersection, it would not be a change in existing conditions. Regarding the TDM and parking demand management plan, he had done the study for how the new facility would change the picture from what was out there today and not for the whole campus. After he realized there was concern about the larger picture, he collected some parking demand data and made some observations at the high school. There was a difference of opinion regarding the characteristics of the break room facility as the School District thought it was more encompassing and should be treated as a different facility and could possibly make up the difference of the eight parking spaces between staff's maximum of 124 and the applicant's request for 132. There was still the question of stopping the parking in the neighborhoods and if there was enough parking at the high school. He did not think they had the data to put that together before the end of the school year and it needed to be done in the fall. If they could make a decision on how much parking was needed at this new facility, they could still proceed with creating transportation and parking demand policies to address the whole site in the future.

Chair Kidwell closed the public hearing.

There was consensus that the construction area included the bus storage facility and the tree mitigation would be added as Condition #78.

Commissioner Mabee thought Condition #43 should be changed to two years to improve the walking path instead of five years.

Carrie Richter, City Attorney, modified Condition #39 to say, "Decorative fencing artwork shall be adhered so as to cover some portion of every fencing panel. If

*replaced new decorative elements shall be attached within 96 hours after removal." She also modified Condition #51 to say, "Parking necessary to serve the proposed transportation maintenance facility shall not exceed 124 spaces and total campus-wide parking including the transportation facility shall not exceed 1,107 spaces."*

*Chair Kidwell wanted to change Condition #52 to move "Prior to issuance of building permits" to the beginning of the paragraph. He supported the 124 parking spaces with the caveat that if the applicant came back to the Planning Department with evidence that demonstrated the break room qualified as a room that was used on an ongoing basis that they could count that square footage.*

*Mr. Konkol thought the Commission should approve the 124 spaces, and wait for the TDM Plan before allowing for more spaces.*

*There was consensus to approve the 124 spaces.*

*Ms. Moosbrugger read the proposed changes to the conditions since the last meeting.*

**A motion was made by Commissioner Espe, seconded by Commissioner Geil, to approve the proposed Moss Campus Master Plan and Oregon City School District transportation maintenance facility (Planning Files CP 14-03: Master Plan, DP 14-04: Detailed Development Plan, and NR 14-10: Natural Resource Overlay District Review) with the conditions as revised. The motion carried by the following vote:**

**Aye:** 7 - Charles Kidwell, Tom Geil, Robert Mahoney, Zachary Henkin, Paul Espe, Denyse McGriff and Damon Mabee

## **5. Communications**

*There were no communications.*

## **6. Adjournment**

*Chair Kidwell adjourned the meeting at 9:55 PM.*