



**TALENT PLANNING COMMISSION
REGULAR MEETING
MINUTES
TALENT TOWN HALL
SEPTEMBER 22, 2016**

Study Session and Regular Commission meetings are being digitally recorded and will be available on the City website: www.cityoftalent.org

The Planning Commission of the City of Talent will meet on Thursday, September 22, 2016 in a regular session at 6:30 P.M. in the Talent Town Hall, 206 E. Main Street. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext. 1012. The Planning Commission reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

REGULAR COMMISSION MEETING- 6:30 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the "Citizens Heard on Non-agenda Items" section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.

I. Call to Order/Roll Call 6:30 P.M.

Members Present:

Commissioner French
Commissioner Hazel
Commissioner Milan
Commissioner Riley
Commissioner Schweitzer

Members Absent

Commissioner Pastizzo

Also Present:

Zac Moody, Community Development Director
Jeff Wilcox, Minute-Taker

II. Brief Announcements

Moody announced that Mayor Stricker has requested this Planning Commission agenda include an interview for the Planning Commissioner applicant during the meeting and to make a recommendation. The applicant is Commissioner Riley.

Hazel informally agreed to add the agenda item per Mayor Stricker's request.

After a brief silence, Moody explained that it is at the Planning Commission's discretion to change the agenda. He added that soon he will bring to the Planning Commission a new ordinance that would change the structure of the Planning Commission so that there were seven voting members and no alternates, instead of five members and three alternates. Moody said that he has not had an opportunity to write up these changes, but that there is a pretty good chance the ordinance would be introduced to the Planning Commission during the October meeting for review. Then the City Council will review the ordinance and possibly adopt it by emergency because there is currently no Planning Commission Vice Chair.

Moody explained that the Planning Commission could move forward with adding the agenda item, or they could opt to direct staff to draft the new ordinance that changes the structure of the planning commission as previously discussed. He continued, saying City Council probably won't have an issue with going back to a seven-member Planning Commission because quorum requirements would change. Moody said that if both alternates are willing to wait, city staff and the mayor discussed having a seven-member planning commission and doing away with alternates.

Hazel asked if they needed to vote to make the Planning Commission have seven voting members.

Moody explained an ordinance would have to be prepared, then the Planning Commission would make a recommendation, then council would review and adopt the ordinance.

Motion: *Riley moved to recommend staff draft an ordinance and take it directly to City Council. Milan seconded. A rollcall vote was conducted. All ayes except for Commissioner Schweitzer. The motion carries. Riley withdrew the motion pending discussion.*

Discussion of the motion. Schweitzer explained that she was concerned about why things were reversed, attendance issues, other potential Planning Commission applicants, etc.

Moody clarified, stating that the motion was to have staff draft the ordinance to take it to a seven-member commission and include whatever subsequent changes need to be made. Council would either adopt or not adopt. No appointments would automatically be made to voting member, alternates would still need to submit applications to become voting members, including new applicants. He explained that he has had a difficult time identifying potential applicants.

Hazel explained that her feeling is that a seven-member is better than five because it will encourage attendance and participation. It would give the commission more strength and ability to deliberate. Overall this would be better for the group.

Schweitzer asked if two people were absent would the commission still have a quorum.

Moody said if the Planning Commission was changed to seven voting members, three could be absent and maintain a quorum. Moody explained that the discussion should have ideally

happened before the vote and requested the Planning Commission conduct another vote regarding the ordinance.

Hazel requested another rollcall vote.

Motion: *A rollcall vote was conducted and the motion carried unanimously.*

Moody explained that based on the previous discussion and vote, the planning commission ordinance draft will include: removing the alternate section, and modifications to the quorum and member count language. He added City Council may request additional changes in order to homogenize city commissions for simplicity.

III. Consideration of Minutes for August 25, 2016

Hazel pointed out that in the minutes from August 25 2016, a bright blue building was identified as a minute market but should be identified as a liquor store.

Motion: *Commissioner Riley moved to approve the Minutes of August 25, 2016 with corrections. Commissioner Milan seconded and the motion carried.*

IV. Public Comment on Non-Agenda Items

There was none.

V. Discussion Items

Draft Policies and Strategies Document for Housing Needs Analysis (HNA)

Moody explained that the existing housing policies were reviewed to see what was still applicable at first Citizens Advisory Committee meeting. At the second meeting, new policies were then drafted based on numbers from Buildable Lands Inventory (BLI). This draft Policies and Strategies document will be preliminarily reviewed and discussed, but decision making would come later, likely during the November Planning Commission meeting.

Policy 1: Land Availability – This policy takes into consideration the BLI, which categorized city land as vacant, partially vacant and developed. The BLI explains how much land is available, then the projected growth can be calculated and from there, it can be determined if the city has a surplus or deficit of land. Goodman, (ECONorthwest Land Use Consultant) determined that approximately 1200 new dwelling units are needed to accommodate population growth between 2016-2036.

Objectives include:

- Providing an increase of residential use within Central Business District (CBD) zone in a way that promotes business as described in Policy 3.
- Implement Talent Railroad District Master Plan,
- Work with Regional Problem Solving (RPS) policy committee when making decisions about making changes to comprehensive plan and zoning maps.
- Work with RPS policy committee to examine distribution of residential, commercial, and industrial land in the city

Policy 2: Opportunities for development of a range of housing types. Housing available for income types of all levels. Including: SFR, accessory dwelling units, townhouses, duplexes and

apartments. This policy, and its associated objectives and strategies will address housing across the board.

Policy 3: Efficient Development patterns – the City will support and encourage residential development, infill and redevelopment especially in downtown as a way to use land and existing infrastructure more efficiently and promote pedestrian oriented traffic in the downtown.

This policy will help prove to Department of Land Conservation and Development (DLCD) that the City has maximized efficiencies of land use in the City Limits before requesting to expand into Urban Growth Boundary (UGB) and Urban Reserves (UR).

Moody explained that the consultant will be available for the Planning Commission and City Council public hearings.

Objectives include:

- The city will adopt policies and programs to encourage residential and mixed use development strategies in the downtown.

Moody explained that this includes providing some flexibility with allowing residential uses on the ground floor of commercial lots, until commercial viability became more practical.

Policy 4: Zoning Flexibility – The City will support residential development through adopting zoning code that provides planning staff flexibility to balances needs of housing development consistent with density targets in RPS plan while protecting scenic and natural resources.

Moody explained this policy includes “shadow platting” which involves educating members of the public who are developing homes on larger-than-standard lots to plan for future partitions/access potential instead of requesting variances later on. The flexibility policy would also extend to reducing parking requirements based on size of residence; a single family residence has different parking needs than an apartment complex for instance.

Moody concluded the policy review and asked the commission for questions and comments.

Riley asked if this topic would be discussed again in October because she is hoping to see a more complete document.

Moody said the Housing Needs Analysis will include all the information that drove these policies, however Goodman will not likely have a final draft until November.

French asked if the planning commission will have a better idea of what residential lands are available in a future meeting.

Moody answered, the HNA and associated BLI will cover that information in great detail. He said in the meantime, commissioners should continue to review the policy document. There is no extreme pressure to get Housing Element adopted and multiple work sessions could be used in order to review and revise policies.

The conversation returned to composition of the policy document.

Milan explained that policy two, which emphasizes providing housing for a variety of income levels is an important part of explaining how critical the housing shortage really is.

Moody explained that another issue is that a conservation element to the Comprehensive Plan is also forthcoming and will need to be consistent with the policies proposed in the housing element.

Riley said she is concerned that too many comprehensive plan changes are occurring without adequate input from citizens. She explained that the Flash should be utilized to drum up citizen involvement and provide more open houses. She wants to ensure that the city is fully in compliance with Statewide Planning Goal 1 – Citizen Involvement.

Moody explained that he mailed out 180 letters, twice, to notify people about CAC meetings and 4 people showed up. In the past he has used signage to draw attention to Urban Reserve discussions and the turnout was similarly modest. He agreed that advertising in the Flash is definitely an option worth looking into as well.

French explained that it sounds like efforts are being made to reach out to the public in accordance with Goal 1, but those efforts need to be recorded and possibly expanded.

Moody explained the City Council probably has to discuss how it wants to do that and that the CAC model is probably going to be the method that is used for parks, transportation, etc.

Riley explained that perhaps Sherman Lamb, a Talent local who attended a DLCD meeting on public involvement would be a helpful person to invite to a future PC meeting in order to help

The Planning commission directed planning staff to contact Sherman Lamb to potentially discuss community involvement and Goal 1 with city staff and the commissioners.

Moody explained that the next CAC meeting will likely be moved, knowing that there are a lot of local upcoming events, and there will be another work session at the October meeting anyways.

Moody suggested the planning commissioners take a moment to discuss meetings for the upcoming holidays. The commissioners tentatively agreed to meet on November 17th and December 15th

VI. Subcommittee Reports

There were none.

VII. Propositions and Remarks from the Commission

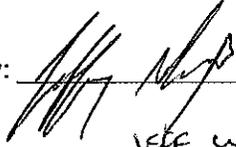
There were none.

VIII. Next Meeting

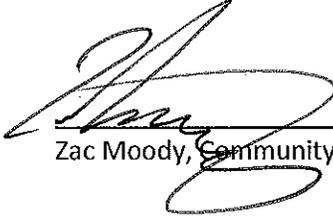
It was agreed that the next regularly scheduled meeting would be October 22, 2016.

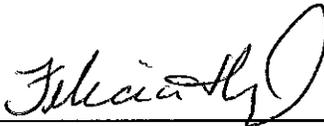
IX. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 7:35 p.m.

Submitted by:  Date: 6/27/16
Jeff Wilcox

Attest:


Zac Moody, Community Development Director


Chair Hazel

*Further information on the Code amendments is available at the Community Development office.

Note: These Minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website (www.cityoftalent.org) in advance of each meeting. The Minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.