



Community Development  
 Planning Division  
 501 SW Madison Avenue  
 Corvallis, OR 97333

Approved as submitted, September 7, 2016  
**CITY OF CORVALLIS**  
**PLANNING COMMISSION MINUTES**  
**AUGUST 17, 2016**

**Present**

Jasmin Woodside, Chair  
 Ronald Sessions, Vice Chair  
 Tom Jensen  
 Susan Morr e  
 Carl Price  
 Jim Ridlington  
 Paul Woods

**Staff**

Kevin Young, Planning Division Manager  
 Sarah Johnson, Senior Planner  
 David Coulombe, Deputy City Attorney  
 Mark Lindgren, Recorder

**Visitors**

**Excused Absence**

Rob Welsh  
 Penny York, Council Liaison

**SUMMARY OF DISCUSSION**

	Agenda Item	Recommendations
I.	Community Comments	
II.	Finalizing Recommendation –OSU-Related Comprehensive Plan Text Amendments (CPA15-00001)	Motion passed to recommend the City Council approve CPA15-00001 as revised by the Planning Commission.
III.	Minutes Review- June 15, 2016; June 22, 2016; June 29, 2016; July 6, 2016; July 6, 2016 LDHB; July 20, 2016	
IV.	Old Business	
V.	New Business	
VI.	Adjournment at 8:46 p.m.	

## **CONTENT OF DISCUSSION**

The Corvallis Planning Commission was called to order by Chair Jasmin Woodside at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

### **I. COMMUNITY COMMENTS:** There were no propositions brought forward.

Charlyn Ellis stated she was impressed overall with the proposed OSU Comprehensive Plan Text Amendments but concerned about use of the phrase “housing students *near* campus” in section 9.7.3, saying the word was too broad, since that area was where developers would naturally go. She suggested wording that students live *on* campus and faculty and staff *near* campus. She recognized the value of reducing student car trips, but said that she herself lives near campus and can reach anywhere in town in just a half hour on foot or bike.

OSU Senior Campus Planning Manager Dave Dodson said that in the last fifteen years, the Comprehensive Plan has encouraged roughly half the students to live within a half mile of campus. From a planning perspective, it makes sense to locate students near services. He didn't think we can change students living near campus, saying that this was true nationwide. He related that his own experience in living near campus was that it reflected a mix of uses, housing and residents.

### **II. FINALIZING RECOMMENDATIONS- OSU-RELATED COMPREHENSIVE PLAN TEXT AMENDMENTS (CPA15-00001) –**

Chair Jasmin Woodside sought feedback on procedure, suggesting going section by section. Commissioner Morr e felt staff did a great job incorporating Commission changes; Commissioner Price concurred.

Article 1. Introduction and General Policies. No changes proposed by the Commission.

Article 3. Land Use Guidelines. No changes.

Article 5.

Manager Young stated that on page 4, staff were asked to Review Commissioner Brown's proposed Policy 5.4.19. In staff's June 8, 2016 memo, they divided the policy into a finding (5.4.o) as well as a policy (5.4.19).

At the top of the page, it notes that the Commission was asked to review conflicts with finding 5.4.n. The new finding, on page three, updates but does not necessarily conflict with 5.4.a. Staff inserted it into 5.4.a, an existing finding, saying that while some information may be out of date, it may be expected to be updated in a future Comp Plan update, and staff didn't see a conflict between 5.4.a and 5.4.n (regarding historic resources within identified Historic Districts).

Chair Woodside read out 5.4.o: “Through its delegated authority as a certified local government under the National Historic Preservation Act of 1966, the City evaluates proposed alterations, demolitions and new construction in districts. The Historic Resources Commission reviews many of these proposals for historic compatibility,

although some changes are exempt from review, or are reviewed at a staff level based on discretionary criteria”.

Chair Woodside read out the new policy 5.4.19: “The process for review of Historic Preservation permits shall be described in the Land Development Code. Property owners within historic districts, or owners of individually listed historic properties shall consult with City staff when contemplating exterior alterations, new construction, or demolition of structures on their properties. City staff shall advise the owners on the correct review process for the contemplated changes. Any such changes shall be reviewed consistent with the applicable development Code provisions”.

Commissioner Morr  suggested deleting 5.4.f, saying it contained an out-of-date reference to the Corvallis Preservation Society Historical Survey. Chair Woodside read out 5.4.f: “Additional surveys and inventory work, such as the Corvallis Preservation Society Historical Survey, are necessary to provide a basis for ongoing amendments to the Corvallis Register of Historic Landmarks and Districts”. Senior Planner Sarah Johnson said staff interpreted the Commission’s direction to incorporate the first portion of 5.4.f into the policy 5.4.8. Commissioner Morr  suggested that the first part of 5.4.8, in bold, could replace 5.4.f as a finding. Manager Young said the findings component was in 5.4.o, and staff added policy language to 5.4.8 and 5.4.19 to reflect Commissioner Brown’s policy.

Planner Johnson said that a new finding incorporates Dan Brown’s language in 5.4.o, which updates 5.4.f, and policy 5.4.19. Staff added the first part of the language in 5.4.f to policy 5.4.e; so the question is whether to remove 5.4.f, since 5.4.o is essentially an update to that finding.

Commissioner Morr  advocated replacing 5.4.f with the bolded sentence in the policy 5.4.8, since that bolded portion reads like a finding, similar to 5.4.f, but is updated to replace the outdated “Corvallis Preservation Society Historical Survey” with “The City’s Register of Landmarks and Districts”.

Commissioner Price concurred, saying that the bold section reads more like a finding than a policy, and is a good update to 5.4.f. Commissioner Woods concurred with the change, saying it untangles a previous mix of a policy and finding, retaining the remaining portion of 5.4.8 as a policy.

Chair Woodside read the new 5.4.f: “Additional surveys and inventories are necessary to provide a basis for ongoing amendments to the City’s Register of Historic Landmarks and Districts”. Chair Woodside read the new 5.4.8: “The first priority for historic inventory and preservation work shall be older neighborhoods, especially those bordering the downtown and the Oregon State University campus, with an emphasis on older structures first”.

Commissioner Price noted that 5.4.a had outdated information that would be fixed in the next round. Manager Young said 5.4.a speaks to individually listed properties, and 5.4.n is focused on districts. Commissioner Woods asked about the new 5.4.19; Manager Young said it acknowledges how things work. Commissioner Woods noted it didn’t call out OSU specifically; Commissioner Price noted that not everything the Commission has done is OSU-centric; we’re doing other cleanups on the way.

#### Article 5.6. Parks and Recreation.

Commissioner Morr  asked about adding 5.6.12 from the existing Comp Plan, which states that “The Willamette Riverfront is an important community asset and should be developed to protect its significant environmental features, and allow for public access, park amenities, and places for recreational activities and events”. She stated that she’d previously proposed adding language that building heights shall be positively correlated with distance from the Willamette River to protect the viewsheds of more of the downtown property; however, it’s not in here anywhere. She said the Eugene Comp Plan put in place policies limiting heights of University of Oregon buildings near the Willamette River greenway to two or three stories, becoming higher with distance from the river, preserving views for more property owners and the public, and asked if there would be another opportunity to insert it. She noted that this was a component of the Corvallis Sustainability Coalition’s Action Plan.

Chair Woodside stated that it appeared that the Commission decided not to capture it in its OSU amendments, saying that Commissioner Morr  could bring testimony to the City Council during its review.

Commissioner Sessions said that the concern appears to be largely a zoning issue, which currently provides for taller buildings along the right-of-way. Commissioner Morr  said it is an issue of grave concern to the community- channeling the riverfront, cutting it off from the community. Commissioner Woods said that given the steep banks, there is relatively little view of the river, unlike Eugene. Attorney Coulombe cautioned that policies are based on findings based on testimony, so unless there was testimony about viewsheds involving OSU to form a basis for policy, it might be more appropriate for a general review of the Comp Plan, involving legislative re-zoning of properties. Otherwise, many downtown property owners would be surprised about rezoning properties during an OSU-centric Comp Plan policy process without an opportunity to weigh in.

Commissioner Sessions said that unlike many other cities, the height is limited downtown- there are few tall buildings downtown. Manager Young understood that downtown building height is limited to 75’. When the zoning district was created, the Riverfront group felt that the community wanted to see tall development in the area, with a minimum FAR (which requires buildings be tall), and the LDC includes those provisions. If desired, we could revisit that in general Comp Plan updates or LDC updates. Commissioner Morr  objected to 75’ tall buildings along the river, walling off downtown from the river. Chair Woodside suggested placing the item on the Unresolved Planning Issues List; Manager Young agreed.

#### Article 7. Environmental Quality. No changes.

#### Article 8.

8.6.d. Commissioner Jensen asked for clarification whether the referenced figure of 535,000 visitors were to Corvallis or just on-campus; Planner Johnson understood that the figure was not limited to on-campus visitors- we don’t know the breakdown for campus-only visitors. Commissioner Jensen asked if the wording could be modified to “..visitors spend \$39 million on-campus and in Corvallis”, saying that it suggests that \$39 million is spent in Corvallis, making it seem independent of the university. Commissioner Ridlington said the important aspect is that OSU makes an important

impact on the economy, and suggested letting the number stand. Commissioner Price recalled a previous Commission discussion resolved to leave the number alone, since it reflects generally that visitors come into the area and spend money. Commissioner Jensen noted that \$39 million is roughly a third of the City of Corvallis' budget. Commissioner Woods suggested "...spent \$39 million on campus and in Corvallis". Commissioner Sessions expressed concern regarding the accuracy of the number but said OSU brings visitors to Corvallis. There was agreement on adding "... on campus and" on Manager Young's proposal to remove the redundant word "dollars".

#### Article 8.9.

Commissioner Price said he understood we'd decided not to reference definitions. Manager Young replied that the Commission asked staff to reference the new TDM definition in the Comp Plan. Commissioner Woods said that we wanted to draw attention to it, so we broke our general rule in this case.

#### Article 9. Housing.

Commissioner Morr  asked if anything had been added to 9.4.j. Manager Young explained that the underlines represent task force, Council or staff recommendations. Commissioner Morr  asked about places rented by the bedroom rather than by the unit. Manager Young replied that the information reflected the latest census data, specific to Corvallis. Commissioner Morr  asked about language on single-family homes being replaced by multi-bedroom apartment complexes that are rented by the bedroom; Commissioner Woods replied that it was captured in 9.7.m.

#### Article 9.5. Housing Affordability.

Commissioner Jensen asked if reference to definitions had previously been struck. Planner Johnson replied that there was a discussion on removing definitions from findings and policies and placing them in Article 50, in order to bring clarity to complex findings.

#### Article 9.5. No changes.

#### Article 9.7. OSU Housing.

Chair Woodside highlighted testimony tonight from Ms. Ellis and Mr. Dodson. Commissioner Price said there was previous robust discussion on the issue and advocated leaving it as it stood; Commissioner Woods concurred. Commissioner Morr  asked about 9.7.6 changing the word "communities" to "development". Commissioner Price said that reflected a lot of discussion, and that "development" captured the Commission's meaning better than "communities" or "housing". Attorney Coulombe suggested placing a comma after the word "campus" in 9.7.3; Commissioners concurred.

Chair Woodside asked if the Council will see a copy with the Commission's proposed changes. Manager Young said the current thinking is to give the Council a clean copy with changes in an appendix.

#### Article 9.7.7

Commissioner Morr  suggested removing the word "student" in "...on campus student housing.." and simply saying "on campus housing". Commissioners and staff concurred.

### Article 9.7.3

Commissioner Jensen said the sections all reference building housing on campus, except 9.7.3, which refers to “..or near campus”. Commissioner Woods replied that it is related to housing needs related to OSU; students can choose to live on or near campus; it is more efficient and convenient to group relevant articles in just one place. Commissioner Jensen said it is titled “OSU Housing”, not “Corvallis Housing”. Commissioner Price noted that there is currently OSU-approved housing off campus, such as fraternities and sororities. Attorney Coulombe noted that subject headings are only for the convenience of readers. Commissioner Woods said the use of the word “development” reflected using OSU land.

### Article 9.7.10

After discussion, Chair Woodside polled the Commission and found support for adding “and staff” at the end of the sentence.

Article 10. No changes.

Article 11.3. No changes.

Article 11.3. No changes.

### Article 11.4.

Commissioner Jensen asking if the statement in 11.4.h: “Parking needs may reasonably be expected to fluctuate through time” had been demonstrated; Chair Woodside believed it had. Commissioner Jensen said the time frame was unclear. Commissioner Price noted that the statement was not just about campus; all large employers, such as H-P, have experienced parking fluctuation.

Manager Young noted that the Commission wished to flag 11.4.10 for careful consideration by the City Council, as there were divided opinions on the matter, which has important policy implications for the City. Chair Woodside said this was an issue on which the Commission was strongly divided, and asked that it be the only item bolded in the Council’s clean copy in order to reflect this sensitive issue to the Council. Commissioners agreed with bolding this section in order to highlight it to the Council.

### Article 11.6. Pedestrian

Commissioner Morr  noted that though there were transit and auto sections, there was no bike policy section. Manager Young replied that his understanding was that there was one in the Comp Plan, but not in the OSU-related section. Chair Woodside added that bicycle-related issues were addressed under Article 11.5; Manager Young added that nothing was changed under 11.5.

### Article 11.7 Transit.

Commissioner Morr  said that the phrase in 11.7.i “..began charging no fares.” sounded awkward, and suggested “..stopped charging fares.”; Commissioners concurred.

### Article 11.12 OSU Transportation Issues

The Commission concurred with Commissioner Woods’ proposal to modify 11.12.c to “..maintaining the fareless transit system”.

## Article 13 Special Areas of Concern.

### 13.2. OSU

Commissioner Morr  proposed changing a misspelling in 13.2.i: “.OSU *led*, and can lead.”; there was concurrence. Commissioner Morr  suggested that in 13.2.6, capitalizing the word “City” in the first sentence; there was agreement. Commissioner Price noted that staff struck out both 13.2.7 and 13.2.8 numberings; Manager Young agreed that staff will have to renumber, given all the deletions and additions.

### Chapter 13.4 OSU Resource Lands

Commissioner Morr  highlighted the added map. Commissioner Sessions asked about 13.4.a; Manager Young explained that the parenthetical note was simply a placeholder that would be deleted. Commissioner Morr  emphasized that some color maps will not have the same meaning in black and white; Planner Johnson replied that it would be changed to gray scale or otherwise altered in order to have meaning in published black and white versions.

#### 13.4.6

Commissioner Morr  asked about the phrase “OSU *shall continue* to prevent harmful agricultural runoff.”. Manager Young said it is an existing policy; it is unclear whether that would continue. She suggested modifying it to “*..shall prevent.*”; there was concurrence.

#### 13.11. South Corvallis Area. No changes.

### Recommended Additions to Comprehensive Plan Article 50 - Definitions

Commissioner Morr  asked whether the intent was to state “(See definition in Article 50)” throughout the document; Chair Woodside believed that was the intent. Planner Johnson said the Commission’s discussion was to have that at the first instance within a chapter, but not after that in a chapter; there was concurrence.

Commissioner Price asked if the changes were explained well enough that it needed to come before the Commission again; Chair Woodside saw concurrence that the Comp Plan didn’t have to come before the Commission again.

Attorney Coulombe summarized that the Commission is making a conclusion that the proposed amendments meet the community’s need, and that the criteria are satisfied; however, this is just a piece of it. Procedurally, a motion is needed to adopt findings in the original staff report from roughly five years ago. He highlighted the motion on page 57 of the report, and suggested his revision to capture the Planning Commission’s deliberations and findings.

Chair Woodside asked for comments on Information Sources for OSU-Related Comp Plan Amendments; Planner Johnson noted that these were not proposed to be part of the Comp Plan at this point. Commissioner Morr  said she’d appreciated the list of sources of information, and suggested including it for the public as an addendum to the Comp Plan. Manager Young said there are supporting documents listed at the end of each Chapter. Planner Johnson said supporting documents are incorporated by reference; it would be a different list.

Attorney Coulombe added that there is a difference between sources to guide public assistance, and sources referenced for legislative history. He said Commissioner Morr  had a different purpose in mind, and should not be incorporated into the Comp Plan, since it is now in the record as part of legislative history as part of the Comp Plan process. Commissioner Morr  asked how members of the public could find where the data came from; Planner Johnson replied that they could find it in the archived record for CPA15-00001.

Attorney Coulombe read aloud the suggested motion that the Planning Commission adopt the findings and conclusions presented by staff and revised by the Planning Commission in its proceedings finalized the 17<sup>th</sup> day of August, 2016, and recommend that the City Council approve the Comprehensive Plan text amendment evaluated as CPA15-00001. This motion is based on the criteria, discussions, and conclusions contained within the March 9, 2016 staff report to the Planning Commission, and based on the findings presented by the Planning Commission during their deliberations. Commissioner Price moved to adopt the motion; Commissioner Morr  seconded. Chair Woodside asked for discussion; there was none. Motion passed unanimously.

Chair Woodside stated that because the Planning Commission's recommendation is not a decision, it may not be appealed. The Planning Commission's recommendation will be considered by the City Council in a subsequently noticed public hearing. Manager Young said a Council work session is tentatively scheduled for September 20, with a tentative hearing date of October 17.

**III. MINUTES REVIEW- JUNE 15, 2016; JUNE 22, 2016; JUNE 29, 2016; JULY 6, 2016; JULY 6, 2016 LDHB; JULY 20, 2016.**

A. June 15, 2016:

**MOTION:** Commissioner Ridlington moved to approve the minutes as presented. Commissioner Price seconded the motion and it passed unanimously.

B. June 22, 2016:

**MOTION:** Commissioner Sessions moved to approve the minutes as presented. Commissioner Woods seconded the motion and it passed unanimously.

C. June 29, 2016:

Commissioner Woods said that on page 6, third paragraph, the third sentence should be modified to clarify his intent, to read "Commissioner Woods said that the moral hazard is that OSU has the ability to set the supply and price to keep utilization below the point that would trigger spending on more parking facilities".

**MOTION:** Commissioner Jensen moved to approve the minutes as corrected. Commissioner Sessions seconded the motion and it passed unanimously.

D. July 6, 2016:

Commissioner Woods noted that on page 9, seventh paragraph, the first sentence should be corrected to read ".; Mr. Adams *replied* that it did not".

**MOTION:** Commissioner Price moved to approve the minutes as corrected. Commissioner Woods seconded the motion and it passed unanimously.

E. July 6, 2016 Land Development Hearings Board:

**MOTION:** Commissioner Woods moved to approve the minutes as presented. Commissioner Sessions seconded the motion and it passed unanimously.

F. July 20, 2016:

**MOTION:** Commissioner Price moved to approve the minutes as presented. Commissioner Ridlington seconded the motion and it passed unanimously.

IV. **OLD BUSINESS:** None.

V. **NEW BUSINESS:**

A. Planning Division Update:

Planning Division Manager Kevin Young reported the September 7 meeting is to be determined, since there are no public hearing items (the scheduled LDHB hearing for that date has been cancelled). Chair Woodside proposed the Commission continue with its review of the LDC.

Commissioner Price said he was Liaison to the Corvallis Housing and Community Development Advisory Board (HCDAB), which met this morning. It reviewed policy language cleanup and upcoming work. They're trying to accelerate some supplemental block grant applications. Chair Woodside asked members to review information in Manager Young's distributed member contact list; he noted it was not distributed electronically, to preserve members' privacy.

Manager Young announced he's accepted a Senior Planning position with Benton County, departing in mid-September, in order to better balance his work life, and stated he'd enjoyed working with the Commission. Board members extended congratulations.

Planner Johnson thanked board members for their hard work during the challenging OSU Comp Plan text amendments review process; Chair Woodside concurred. Commissioner Ridlington noted Attorney Coulombe had said that this is just the beginning, and that we still need to flesh out details down the road. Commissioner Price added that the new Buildable Land Inventory (BLI) posters signal upcoming Commission work.

VI. **ADJOURNMENT:** The meeting was adjourned at 8:46 p.m.