



## COUNCIL WORK SESSION

Wednesday, November 04, 2020

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### APPROVED MINUTES

#### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Doug Morten  
Councilor Keith Locke  
Councilor Stephen R. Topaz

#### MEMBERS ABSENT

Councilor Ginny Carlson

#### STAFF PRESENT

John Walsh, City Administrator  
Matt Brown, Assistant City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy City Recorder  
Sue Nelson, Interim Public Works Director  
Jacob Graichen, City Planner  
Bill Monahan, City Attorney  
Rachael Barry, Government Affairs & Project Support Specialist

#### OTHERS

Lynne Pettit

#### CALL WORK SESSION TO ORDER – 1:00 p.m.

#### VISITOR COMMENTS - *Limited to five (5) minutes per speaker*

No visitor comments were received.

#### DISCUSSION TOPICS

##### 1. Review HB 2001 and Proposed Duplexes Code Changes - *Jacob*

City Planner Jacob Graichen reviewed his report. A copy is included in the archive packet for this meeting. HB 2001 was adopted on July 2, 2019:

- It effects medium cities outside the Portland Metro boundary with a population between 10,000 and 25,000.
- Allows duplexes on every lot or parcel that allows a detached single-family home.
- Amendments must be made by June 30, 2021.

Graichen reviewed how the requirements affect zoning. The main changes are with R10, R7, and MHR. HB 2001 allows permitted duplexes in those zones now.

Discussion of attached and detached duplexes. Planning Commission recommends attached duplexes.

- Council President – the quality of life is better for detached duplexes.
- Councilor Topaz – interprets a duplex as being attached side-by-side. Vertical would be an apartment. They need to be constructed at the same time and need to look alike.

- Mayor Scholl – detached should be allowed if they meet setbacks and have sufficient parking, especially on properties that are a lot and a half.

Council President Morten asked if owners could add on to their existing home to make it a duplex. Graichen responded that they can. Mayor Scholl asked if it could be considered as an ADU as well. Graichen confirmed it can. Existing buildings could be converted to duplexes as well, as long as they meet Building Code.

Mayor Scholl, Council President Morten, and Councilor Locke were in favor of allowing detached duplexes. Councilor Topaz was opposed.

Discussion of parking requirements. HB 2001 says you cannot require more than two spaces per duplex. Planning Commission recommends two. Consensus of Council to require two spaces, at least 9x18 each.

Discussion of driveways, skinny streets, and private streets. Graichen recommends allowing two driveways along streets with no on-street parking. Council concurred.

Graichen reviewed street classifications and standards. Planning Commission recommends eliminating skinny streets that prohibit parking on both sides and requiring skinny streets to have parking on both sides. Council concurred with eliminating skinny streets that prohibit parking on both sides. Consensus of Council to allow on-street parking to some capacity.

Council President Morten expressed safety concerns where sidewalks do not exist on private streets. Discussion ensued. Consensus of Council to use the recommendations listed on page 24.

Discussion of setbacks. No concerns from Council.

Discussion of lot coverage. It is currently 35%. Consensus of Council to allow 40% coverage for new construction and additional 5% if they come back to add an accessory structure. This amendment will be included.

Discussion of design standards. Councilor Topaz suggests that front doors need to face the street. Council President Morten agreed. Mayor Scholl disagreed. Front doors do not face the street on mobile units. Graichen agreed it would be a problem for manufactured homes. Council President Morten suggested making exceptions for mobile home parks that are reviewed by the Planning Commission. He would like the door to front the street where addressed. There was no clear consensus. Due to time constraints for duplex amendments, Graichen will address the design standards during the review of ADUs.

Graichen reviewed the timeline. Consensus of Council for Graichen to proceed with the amendments and return to Council with the refinements for Council to discuss prior to the public hearings.

Discussion of street vacations. There is no requirement that they go to Planning Commission for recommendation.

### **Break 3:01 p.m.**

## **2. Discuss Final Plat for Hanna Place Subdivision - *Jacob***

3:09 p.m.

City Planner Graichen reviewed the Hanna Place Subdivision Final Plat memo. A copy is included in the archive packet for this meeting. This is on tonight's agenda for approval.

Councilor Topaz pointed out that there is no fire access to the rear of the property. Graichen confirmed that rear access is limited to emergency response. It is designed to Code.

Mayor Scholl has no concerns with the final plat.

Council President Morten asked if there were comments received from the Fire District. Graichen responded that no comments were received from the Fire Marshal.

**3. Discuss Final Plat for Graystone Estates Subdivision - *Jacob***

3:19 p.m.

City Planner Graichen reviewed the Graystone Estates Subdivision final plat memo. A copy is included in the archive packet for this meeting. This is included in tonight's agenda for approval.

No concerns from Council.

**4. Review Proposed Business License Amendments - *Matt***

3:21 p.m.

Assistant City Administrator Matt Brown reviewed the proposed amendments. A copy is included in the archive meeting packet. It is on tonight's agenda for the first reading. Staff, the City's attorney, and Chamber members have been given an opportunity to review the amendments.

Brown pointed out a few changes:

- Only general contractors will be required to obtain a business license. Currently, both general contractors and subcontractors are required. They hope to see this expedite the building process. They will still be required to obtain a State license.
- This is a complete revision of the Code.
- Seven-day licenses are being eliminated and replaced with a 60-day license.
- Reviewed the proposed fees. It does reduce fees for resident businesses with multiple employees.

**5. Strategic Action Plan Updates**

3:32 p.m.

Assistant City Administrator Brown talked about the Public Safety Facility Ad-hoc meetings. Polling needs to take place to find out if there is community support of a Bond in May 2021. The polling needs to take place in late November. He is requesting Council authorize Walsh to conduct polling. No objection from Council. It will be on tonight's agenda for approval.

**6. City Administrator Report**

3:35 p.m.

- Walsh welcomed the two new councilor elects, Patrick Birkle and Jessica Chilton. Orientations, trainings, and tours will be conducted soon.
- The Riverwalk, First Street, and Strand Street Design RFQs are open. There has been interest.
- Made it through Spirit of Halloweentown! Safety protocols worked well. There were fewer visitors, but they spent more money at local businesses.
- Working with Event Coordinator Tina Curry on Christmas Ships and Santa.
  - Working to make the Christmas Ship dinner COVID compliant.
  - Participation depends on weather.
  - Possibility of fireworks.
  - No tree lighting event. The tree will go up and be turned on.

Mayor Scholl was in favor of fireworks. There is room on the Waterfront Property to physically distance.

Walsh said they need to discuss what they want to do and how it will be paid for.

Councilor Locke is in favor of Christmas Ships. He is not sure about the dinner and fireworks.

Council President Morten said they should not bring the ship crews into the Council Chambers. Walsh said they are looking at doing boxed meals to send with them. He wants to continue honoring the tradition and show appreciation of them coming.

- The Building Inspector position has been announced. Building Official Mike De Roia has been very busy. Thanked the County for their help with residential inspections to allow De Roia to catch up on plan review.
- The top Public Works Director candidate has accepted the position. He is excited to begin. His first day is November 16.
- Veterans Day is next Wednesday. Unfortunately, the regular events have been cancelled. There is an event at the middle school. There was a request to hang a banner on Columbia Blvd.
- Submitted an \$840,000 multi-purpose grant request to EPA for the in-water portion around the lagoon and Waterfront Property.
- The Urban Renewal Plan Amendment is complete.
- The funding for the Waterfront utilities is coming soon.
- He attended a SHEDCO meeting. They are very interested in City support of a Mainstreet Program. Staff is working on a proposal.
- Government Affairs & Project Support Specialist Rachael Barry has been nominated to the Governor's Board for Regional Equity and Recovery Counsel. They are continuing to keep diversity, equity, and inclusion on the forefront.
- He has been appointed to the Broadband Advisory Committee for the County.

Council President Morten asked if LOC still has a Broadband Committee. Walsh will check on that.

#### **OTHER BUSINESS**

3:49 p.m.

Councilor Topaz asked about numbers at the last meeting and was cut off. He is going to re-ask them. As of November, the marijuana production facility owed the City \$605,000. Has that been paid yet? Also, there should be insurance on product liability and workers compensation. Has the City seen those documents? If anything goes wrong, the City could be held liable.

Walsh will work on getting answers to those questions. Mayor Scholl encouraged Councilor Topaz to ask those questions prior to the Council meeting to give staff time to find out the information in advance.

#### **ADJOURNMENT – 3:54 p.m.**

#### **EXECUTIVE SESSION**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

/s/ Kathy Payne

Kathy Payne, City Recorder

/s/ Rick Scholl

Rick Scholl, Mayor