



Code Review Ad-Hoc Committee

Virtual Meeting via Zoom

Feb. 24, 2021 – 7 P.M.

Coburg City Hall

91136 North Willamette St.

COMMITTEE MEMBERS PRESENT: Patty McConnell, City Councilor; John Fox, City Councilor; Paul Thompson, Planning Commission Chair; Marissa Doyle, Planning Commissioner; Alan Wells, Business Owner; Cathy Engebretson, Citizen At-large; Jerry Behney, Citizen At-large

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: Anne Heath, City Administrator; Megan Winner, Planning and Economic Development; Ray Smith, Mayor

RECORDED BY: Jack Moran, LCOG

CALL TO ORDER

Ms. Heath started the meeting of the Coburg Development Code Review Ad-Hoc Committee at 7 p.m.

ROLL CALL

Ms. Heath took roll.

INTRODUCTIONS

Ms. Heath made the introductions, noting it was the group's first meeting. She said the committee's function is to meet and make a recommendation on zoning code changes in response to citizen input to Coburg's Build-Out Scenario Report. Mayor Smith also attended the meeting, and participated in the discussion.

OFFICER ELECTIONS - Chair and Vice Chair

Ms. Winner read the chair's duties. The group deferred a decision on electing a committee chair and vice chair, as not all committee members were present at that point of the meeting. The topic was revisited later in the meeting.

SPECIAL GUEST -

- **Zoe Anton, Urban Collaborative LLC, presents Build-Out Scenario Report**

Ms. Heath introduced Ms. Anton, who presented a slideshow highlighting aspects of the recently completed Build-Out Scenario Report and a related survey. The City Council formed the committee so it could review the report and provide follow-up recommendations, Ms. Heath said.

Ms. Anton presented a 2019 Portland State University projection that showed Coburg's population would grow by 383 people by 2044, bringing the city's population to 1,678 people. A total of 142 homes could be needed to accommodate that growth. Additional economic development would be expected to occur along with new-home construction, Ms. Anton said.

The city's Community Vision Statement, adopted in 2017, provided a basis for the report, Ms. Anton said.

The report looked at eight different settings for future development. Four involved residential or central-business properties; while the others involved properties zoned for highway commercial use.

A total of 208 people responded to the report survey. Medium- to higher-density development scenarios were preferred by survey respondents to lower-density scenarios in all but one situation, Ms. Anton said.

She reviewed survey comments received in response to multiple scenarios. Those comments addressed a number of concerns and interests, including the need for a mix of housing and more green space. The community also seemed very interested in the city's planning and development codes. Traffic and parking represented a huge concern among survey respondents, Ms. Anton said.

Recommended next steps include continuing to engage residents as new development happens in Coburg; considering simplifying the zoning code; considering the development of a form-based code for the central business district and other areas where new development may occur; and prioritizing walkability and green space in public areas. Ms. Anton said there was no need for Coburg to consider expanding the Urban Growth Boundary to accommodate projected population growth.

Discussion followed. In response to a question from Ms. McConnell, Ms. Anton defined form-based zoning as a code that primarily focuses on the "form and character" of a structure, rather than the use. She also recommended the group use a regulating plan, create planning patterns, update code language and connect building, street and landscape standards to the patterns. Ms. Anton discussed in detail a similar project she had managed in Emporia, Kansas. That city produced a simple, two-page code for developers regarding building standards, she said.

Mr. Behney asked about potential development restrictions along Main and Pearl streets, since the county controls the right-of-way there. Ms. Anton said the potential existed for the city and county to work together, and that a positive partnership had happened between the county and the city of Lowell in another project in which she had been involved.

Ms. Anton clarified for Mr. Fox the process that led to the two-page development code in Emporia, and said in response to a question that considering planning processes should precede code refinement.

Mr. Behney asked about the amount of protection the city had established for significant, vacant pieces of property in Coburg. In response, Ms. Anton said a set of established rules did provide that protection.

In response to a question from Mayor Smith, Ms. Anton said form-based coding can help Coburg perhaps enhance the historic character of buildings. The group further discussed balancing property owners' desires and the city's interest in maintaining the character of historic buildings in Coburg. Mayor Smith recalled obtaining government incentives in order to restore a historic home.

Mr. Thompson shared his interest in lessening the city Planning Commission's work through the process, and Ms. Anton said form-based codes can work to reduce that load because they serve as a simple checklist for developers and property owners.

The group revisited the topic of form-based zoning, and incentives were again discussed. Ms. Doyle mentioned the importance of having a well-thought out development code. Committee members thanked Ms. Anton for her work.

IDENTIFY CODE TOPICS FOR REVIEW

Ms. Heath reviewed the committee's general responsibilities in regard to reviewing the Build-Out Scenario Report. Mayor Smith said the group could choose to take action after looking at the survey and scenarios presented in the report and identifying known issues with the existing code.

Ms. Engbretson mentioned portions of the development code that she believed needed attention, in addition to the information presented in the Build-Out Scenario Report. Mayor Smith said the Council understood there were additional issues, and that the committee could indeed broaden its work. He and Ms. Heath suggested the committee make a list of concerns to dictate its work plan. Ms. Heath said she believed the group should consider one issue at a time. She added that it was not clear how long the committee's work would take to complete.

The group discussed prioritizing work focusing on the downtown commercial area. Committee members were expected to review public comments and make notes of their own relating to settings 1 through 4, which were detailed in the report.

After comments from Mr. Fox, Mr. Behney nominated and moved, seconded by Ms. McConnell, to name Mr. Fox as the committee's chair. With no other nominations, the motion to name Mr. Fox committee chair passed unanimously. Ms. McConnell will serve as vice-chair.

FUTURE MEETINGS/DATES TO REMEMBER

- Next - Code Review Ad-Hoc Committee Meeting - The next meeting was scheduled for 5 p.m., Thursday, March 11.

- Frequency of meetings/Hopeful completion date - The group decided it would meet every two weeks and that hour-long meetings would be scheduled.

ADJOURNMENT

Chair Fox adjourned the meeting at 8:54 p.m.

APPROVED by the Code Review Ad-Hoc Committee of Coburg this ____ day of xx 2021.

Chair, John Fox

ATTEST:

Sammy L. Egbert, City Recorder