



Code Review Ad-Hoc Committee

Virtual Meeting via Zoom

March 25, 2021 – 5 P.M.

Coburg City Hall

91136 North Willamette St.

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

COMMITTEE MEMBERS ABSENT: Paul Thompson, Planning Commission Chair

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

RECORDED BY: Jack Moran, LCOG

CALL TO ORDER

Chair Fox called the meeting of the Coburg Development Code Review Ad-Hoc Committee to order at 5 p.m.

ROLL CALL

Ms. Winner took roll.

IDENTIFY TOPICS FOR REVIEW

Chair Fox asked Ms. Winner to share her notes from the previous meeting, as formal minutes were not ready for review.

After the group reviewed Ms. Winner's notes, Chair Fox asked how the code should be linked to specific settings presented in the build-out report. He talked about potential on-street parking issues associated with at least one site.

Ms. Doyle shared with the group a document from a design charrette she'd previously worked on in downtown Springfield. It included detailed examples of a variety of storefront design features.

Ms. McConnell sought clarification on the committee's scope of work and asked how detailed it should be. Ms. Heath said the City Council hoped the group would look at the development

code while considering the build-out report, and identify big items that the city should immediately address.

Ms. Heath also said the city had applied for a \$50,000 grant to update the code and integrate it with the Transportation System Plan. If successful, that effort would involve detailed code revisions, she said.

Discussion followed on the group's scope of work. Mr. Behney commented on the grant application and noted there had been citizen comments related to traffic and transportation issues. He asked about one comment in particular that mentioned hiring an architect to conduct a study, potentially in the business district. Ms. Doyle said an architect would consider "the human context" of design, and how people interact with a site while taking a broader look at the area.

Mr. Wells noted some communities have taken charrette elements, and inserted them into their zoning codes. He said the committee could suggest specific revisions to the City Council or Planning Commission, in the interest of efficiency and also to avoid passing along that responsibility to another group.

Ms. Engebretson discussed two areas in which she felt the code was weak: requirements for architectural detail; and parking design standards for the central business district.

Chair Fox revisited the idea of including elements of a charrette in a development code. He mentioned a lot could be done to improve facades in the downtown area.

Ms. McConnell referenced the term "architectural character" and said she felt the group should focus on defining that in its work. She additionally reminded the group about setting and defining a "Coburg standard" rather than relying upon an engineering standard. Clear definitions, potentially with pictures, could eliminate any potential problems, she said.

In response to a question from Chair Fox, Ms. Heath said the Transportation Growth Management grant that had been applied for was a planning grant. She added Coburg had adopted uniform national standards for certain types of roads, so transportation-design standards are not Coburg-specific. Once code changes are proposed, the city must align those with details of its transportation plan, she said.

Ms. Engebretson said the committee could at least suggest draft language for any potential changes. She also discussed photos and other visual aspects included in "model code" documents. Ms. McConnell spoke in support of Ms. Engebretson's comments, and asked if the group could develop a list of desired changes in the downtown area.

Ms. Doyle said she reviewed the downtown code, and it lacks specific standards for parking lots. She directed the group to Page 52 of the code. She opined landscaping requirements were too minimal; pedestrian-access and planter-island requirements seemed vague; and said she found no rules regarding landscape buffers in residential areas.

Mr. Behney mentioned there were properties in Coburg with large shipping containers outside, and that the accessory buildings section of the code does not specifically address those types of containers.

Ms. Heath suggested the group select items they wanted to address, perhaps starting with the downtown corridor. Then the group could move to subdivisions and other areas.

Chair Fox and Ms. McConnell both said they believed it made sense to begin with the downtown area.

Committee members briefly discussed addressing the shipping-container issue as part of its work. Ms. Doyle mentioned some people turn shipping containers into homes.

Ms. McConnell said she had made a list of downtown issues, and suggested group members could do the same.

FUTURE MEETINGS/DATES TO REMEMBER

- After discussion, the committee agreed to schedule an in-person meeting at City Hall for 5:30 p.m. on April 8.

ADJOURNMENT

Chair Fox adjourned the meeting at 6:12 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