

TOLEDO PLANNING COMMISSION AND CITY COUNCIL
MINUTES OF THE JOINT WORKSESSION

The City of Toledo Planning Commission/City Council joint worksession was called to order at 7:00 by Planning Commission President Jerry Seth.

City Councilors present: Mayor Billie Jo Smith, Terri Strom, Michele Johnson, Jill Lyon, and Jackie Kauffman. Excused was Alma Baxter.

Planning Commissioners present: President Jerry Seth, Anne Learned-Ellis, Josh Smith, Cora Warfield, and Penny Ryerson. Excused were Geoff Wilke and Jeff Quigley.

Staff present: City Attorney/City Planner (CA) Mike Adams, Police Chief Dave Enyeart, and Secretary Arlene Inukai.

VISITORS: Kate Enyeart

DISCUSSION AND INFORMATION ITEMS:

A. PUBLIC LANDS ZONE:

President Seth reported from the 2013 joint worksession, the City Council and Planning Commission agreed that two worksessions a year would be very beneficial. Several topics came out of that worksession, but did not get resolved. He reviewed minutes of past meetings and outcomes of some of those discussions. The Public Lands (PL) Zone has been discussed multiple times by the Planning Commission in the last several years. The Planning Commission wanted to see the highest/best use of property and to try and avoid a rezone every time a PL Zone property changes owners. The Commission asked for a simple and economical fix, but three years and several staff members later, a lot of time and money has been spent on the project.

Councilor Lyons stated the conversation started from the Olalla Center project. The site was a former school, but is now a private facility with ½ commercial use in the building. A Commercial Zone in the middle of a residential neighborhood does not work, especially since ½ of the building is for public use. The P-L Zone is based on public owners, not uses. All other zones are based on uses, regardless of who owns the property. If a private utility company needs to construct a substation, it could not occur in the P-L Zone at this time. She added that it will be hard to prepare the amendments correctly and did not believe the proposed PL Zone revision is quite ready.

CP Adams reported that not all cities have a public use zone. The proposal may not be perfect, but it is a good starting point. The term "non-profit organization" is still based on ownership and Councilor Lyons asked this be removed if the zone is moving away from ownership. Discussion was held on eliminating the non-profit language, because it still deals with the owner and anyone could, potentially, provide a public use. Regardless of the owner, the Planning Commission could grant a conditional use, as long as the use meets the purpose of the zone.

The group reviewed the mixed-use ability and the proposed percentage of public use and accessory use. Some felt the percentage is too restrictive and there is no room for flexibility. President Seth suggested that the Planning Commission have the flexibility of the mixed-uses and asked if structures and grounds would be included in the formula. Councilor Lyons offered language be added to show a preponderance of the use in the PL Zone. Discussion centered on the Olalla Center facility, noting the varied uses at the site, and deed restrictions. Planning Commissioners should have flexibility to consider conditional use permits. It was clarified that any new use in the PL Zone would have to be presented to the Planning Commission, it is not a staff-level decision.

City Councilors and Planning Commissioners agreed that more frequent worksessions would shorten the revision process and be more efficient. All would like to see joint worksessions continue and be part of the annual schedule, set for October and May.

B. TRAFFIC SAFETY/PARKING DISCUSSION:

President Seth voiced that he was surprised to see this item on the agenda and believed that most duties or requirements would be established in the existing code. Councilor Lyons believed this topic may have come about to discuss an appeal procedure for a staff-level decision.

CA Adams reviewed Toledo Municipal Code Chapter 10.08, authorizing City Council or City Manager duties for vehicle and traffic administration. A Public Works Director or City Planner decision could be appealed to the City Manager and if the City Manager cannot resolve the issue, the decision should then go to the City Council. A Planning Commission decision would consider how the issue deals with the community as a whole and could make a recommendation to the City Council. Mayor Smith confirmed that traffic changes are covered in the code and an appeal can go to the City Council, with staff input. Councilor Kauffman added that the Council should review items that have a financial impact to the City and affects the budget. Councilor Johnson stated that staff can deal with smaller projects and to address an urgent safety need, but if it needs a greater plan or budget, the Council should review projects. Councilors discussed a minor street striping project and that staff should be able to incorporate a small segment into an existing, approved striping plan if it does not greatly modify the budget. Projects over \$10,000 should be included in the budget and be reviewed by Council.

Chief Enyeart reported that a request was submitted for a new street light at the Donelle Drive intersection. Staff looked at this area and came up with a recommendation, but the issue should be further discussed with the City Council to gather support of the project. Councilor Johnson offered to give her existing street light to the Donelle Drive neighborhood. Based on discussion, it was suggested that this option be coordinated with Central Lincoln PUD.

The group discussed crosswalks and the rule that vehicles must stop for pedestrians, even if there is no crosswalk available.

C. RESIDENTIAL USES IN THE COMMERCIAL ZONE:

Councilor Lyons reported this topic came about after a recent economic development conversation. She noted that many Main Street properties are empty and may not be filled with traditional businesses. Toledo will not become a conventional shopping district, but Toledo is good at industrial, arts, and as a bedroom community. People want to live in Toledo and it would be beneficial to create an urban neighborhood on Main Street, mixing residences, small

businesses, and events. She asked for flexibility in the zone to have residences with commercial use. Commissioner Learned-Ellis clarified that multi-family housing is currently allowed with a conditional use permit. However, Councilor Lyons noted that the residential conversion must meet building and safety codes for a dwelling and asked about enforcement.

CA Adams reported that if the zoning ordinance was changed to allow residential use outright in the Commercial Zone, DLCD would probably not support the amendment. Councilor Lyons suggested if it could only be identified in the Main Street Overlay District, and not throughout the entire Commercial Zone.

Mayor Smith stated an urban renewal plan may be a starting point. There are funding options for redevelopment projects. CA Adams reported the City had an urban renewal plan many years ago. The mill was included in the district and because of the downturn in the industry, it negatively affected the available funding. He reviewed the urban renewal program and how funds are raised. It was also noted that developers may not like being in an urban renewal district. Some Main Street property owners are already opposed to building improvements, even when labor and materials are donated. Unsafe building conditions need to be enforced and inspections should occur.

The group discussed the parking impact to the Main Street area if additional residential units are added to the neighborhood. Parking is already difficult especially when business owners, property owners, and residents use available on-street parking and then customers cannot find parking spaces. It was suggested that a marketing plan should be established and a way to deal with the housing and parking problem.

Councilors had mixed opinions on allowing existing street-level commercial units to be converted into residential use and losing the storefronts. Most agreed that residential units would be good behind or above the commercial use. Councilor Johnson urged that the buildings be brought up to code and made safe before adding residents. Repairs to the buildings may draw people in to rent the existing spaces. The group expressed frustration that businesses are not open during their posted hours. Councilor Strom stated that Toledo has experience highs and lows and it will take a key business to spark redevelopment.

Mayor Smith asked for additional information on this type of mixed-use development and where they are successful.

D. ANNEXATION PROJECT UPDATE:

CA Adams reported 134 annexation surveys were mailed to property owners in May. At this time, 43 responses have been returned. Of the 43 replies, two owners would like to be annexed, two owners may be interested in annexation, and 39 do not want to be annexed. A map of the positive responses was prepared and only two properties are contiguous to the City limits. It is interesting to note that none of the four property owners supporting annexation reside in the Toledo area. Councilors asked for a map showing the "no" replies. It was also pointed out that if a property owner did not respond, they may not have a strong opinion on annexation.

Mayor Smith stated she understands the voluntary annexation process, but asked for information on the City-initiated annexation process. CA Adams explained there are different methods, depending on the situation. Most property owners have to consent, unless there is a public health emergency or an "island" surrounding by City limits exists. CA Adams continued to describe the

complicated annexation process and he offered to email the complete breakdown of the various procedures to the Council.

CITY COUNCILOR AND PLANNING COMMISSIONER COMMENTS:

Commissioner Learned-Ellis reported that the west junction welcome sign on Highway 20 is in need of a cleaning. Councilor Johnson noted that it would be good to know which signs the City and Chamber of Commerce are responsible for, clarifying that the Chamber pays the power bill for the east junction sign. The east junction sign needs some leveling work and a sunken area filled.

Councilor Johnson voiced that it is good to have open communication with staff and the need for projects to move forward.

Councilor Lyon stated she is glad this worksession took place.

Commissioner Smith asked for additional information on how to move forward with annexation. CA Adams can prepare a detailed presentation for the City Council and Planning Commission on how to proceed. Also, research will be necessary to see if anyone between the City limit line and the non-contiguous properties are interested in annexation, but did not respond to the survey. The group discussed survey responses and how many people are on City services.

Mayor Smith reviewed the property tax rates in the coastal area and how hotel taxes make a significant difference for many communities.

President Seth thanked all for the good conversation.

Councilors and Commissioners agreed to meet twice a year, in the Fall and Spring. All agreed that a meeting in October is appropriate.

There being no further business, the worksession was adjourned at 8:45 pm.

Secretary

Planning Commission President