

**WOODBURN PLANNING COMMISSION WORKSHOP/MEETING
MINUTES
April 12, 2012**

CONVENED: The Planning Commission met in a public workshop session at 7 p.m. in the City Hall Council Chambers, with Chair Jennings presiding.

ROLL CALL:

| Chair | Jennings | Present |
|---------------------|-------------------|----------------|
| Vice-Chair | Bandelow | Present |
| Commissioner | Corning | Present |
| Commissioner | Grigorieff | Present |
| Commissioner | Piper | Present |
| Commissioner | Ellsworth | Present |
| Commissioner | Lima | Present |

Staff Present: Jim Hendryx, Economic & Development Services Director
Jon Stuart, Assistant City Attorney
Don Dolenc, Associate Planner

Chair Jennings led the Commissioners in the flag salute.

Minutes

The minutes of March 22, 2012 were unanimously approved.

Business from the Audience

There was none.

Communications

There were none.

Workshop – WDO, Section 3.107 – Architectural Design Guidelines and Standards

Director Jim Hendryx gave a presentation on Section 3.107.01 (Dwellings exempt from Architectural Design Standards and Guidelines), 3.107.02 (Design Standards for Manufactured Homes Sited in Manufactured Dwelling Parks of 1 to 3 Acres), 3.107.03 (Design Standards for New Single Family and Duplex Dwellings Sited on Individual Lots), and 3.107.04 (Design Guidelines and Standards for Single Family and Duplex Dwellings in the Neighborhood Conservation Overlay)

Commissioner Bandelow noted that a strict reading of the standards would preclude the use of board-and-batten siding, when the intent was to prohibit T-111.

Commissioner Piper suggested that accessory building should have the same architectural standards and primary buildings.

Commissioner Bandelow noted that the wording of Section 3.107.04.C.11 needs to be clarified. The intent is to discourage “snout houses.”

Commissioner Piper noted that the wording of Section 3.107.04.C.4 needs to be clarified, and suggested an illustration.

Commissioner Piper noted that Woodburn has an excellent Fire District, and asked if homes in the NCOD that are “50’s modern” could be rebuilt to their original design if destroyed. Director Hendryx replied that they would be nonconforming structures with respect to the architectural design guidelines and standards, and could be rebuilt if damaged to less than 60% of their replacement cost. If the damage were 60% or more of the replacement cost, the home would need to meet the architectural design guidelines and standards of the NCOD.


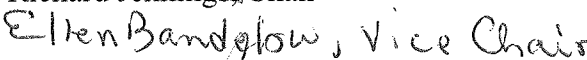
Commissioner Piper asked if there was a conflict between the requirement that the foundation be not more than 12 inches above grade and the need to provide emergency egress from basements. Director Hendryx replied that the purpose was to minimize exposed concrete, and that siding could cover the concrete to within 12 inches of grade.

Planning Commission Training:

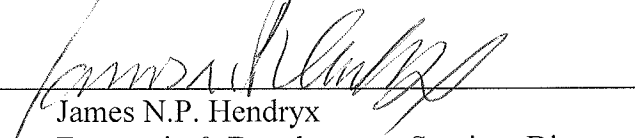
Assistant City Attorney Stuart continued training on quasi-judicial hearing procedures. He explained the 120-day rule and the requirement to continue hearings or leave the record open if requested by a participant in a hearing.

Adjournment

Commissioner Lima moved to adjourn the meeting. Commissioner Ellsworth seconded the motion. The motion carried unanimously, and the meeting was adjourned at 9:16 pm.

APPROVED: 
Richard Jennings, Chair

Ellen Bandelow, Vice Chair


Date

ATTEST: 
James N.P. Hendryx
Economic & Development Services Director
City of Woodburn, Oregon


Date