

**CITY OF SILVERTON
PLANNING COMMISSION MINUTES**

PLANNING COMMISSION

6:00 P.M.

August 31, 2010

The Planning Commission of the City of Silverton met at the Silverton Community Center for a work session on August 31, 2010 at 6:00 PM with Chairman Victor Madge presiding.

I. ROLL CALL

Victor Madge – Chairman Stacy Posegate – Commissioner
Clay Flowers – Vice Chairman Kathleen Harris – Commissioner

EXCUSED: Eric Stroup – Commissioner
 Jeff DeSantis – Commissioner
 Christine Golden – Commissioner

STAFF PRESENT: Steve Kay, Community Development Director

II. MINUTES

No minutes were submitted for approval.

III. BUSINESS FROM THE FLOOR

None

IV. AGENDA ITEMS

1. Discussion of Future Projects and Schedules

Director Kay discussed future planning projects. He explained that with additional planning projects and grant funding requirements coming up soon, that he has pushed the north gateway project to spring 2011. The main projects coming up are: the Downtown Streetscape project, Downtown Signage Master Plan, Skatepark Design project, Commercial and Industrial Economic Opportunity Analysis, Industrial Park Feasibility Study, Westside Land Use and Transportation Plan, contracting with Mt. Angel for building inspection services, updating the city's nuisance code, and grant writing projects for public projects and transportation services.

Commissioner Flowers expressed concern with the Building Inspectors time working with Mt. Angel and if that would take away from Silverton's inspection services. Director Kay explained that currently Mt. Angel is contracting out with Marion County, and the city can provide better service being closer to the city and it would bring in additional work and revenue for Silverton's building inspection program.

Downtown Streetscape Project (intersection of Water and Main Street): Director Kay gave a presentation to Silverton's Chamber of Commerce Luncheon Meeting in August, and introduced this project to all the downtown merchants. He explained this was the first community outreach attempts to get the downtown merchants updated and provide feedback on this project. This project will be funded with Urban Renewal dollars. The project elements include an increased number of street lamps originally proposed for this street, repaving of intersection, new cross works in the intersections, bollards, benches, bike racks, mid block curb extensions that will be landscaped, business directory kiosk, downtown entry way sign near the bridge, and consolidating the parking meters to free the sidewalk spaces for outdoor seating and displays of merchandise. This project is anticipated to begin summer 2011. Director Kay is working on an ODOT Transportation Enhancement Grant to expand the project scope to improve additional intersections within the downtown.

Commissioner Harris proposed installing signs that provide notice to motorists that bicycles share the roadway. Director Kay explained that those types of signs may be able to be installed separate from the downtown streetscape project, but they would have to be tied to the Transportation Master Plan and ODOT highway requirements. He encouraged Commissioner Harris to discuss this with Rob Charles, Silverton Public Works Director.

Downtown Signage Master Plan: Director Kay explained that a committee is currently working on this plan. He explained that the Signage Master Plan will be completed in January 2011, and then it will go to the Planning Commission and City Council for adoption as an amendment to the Comprehensive Plan. Director Kay explained the goals of the plan are: to attract visitors to the downtown core, improve wayfinding and sign legibility, reduce sign clutter, and develop a consistent and unique image for the city. He explained that an RFP went out to choose a local artist design a consistent branding and wayfinding image. Director Kay explained that signage improvements will be located at key decision-making points around the City and within the downtown core. The Master Plan will also recommend specific improvements to standard ODOT and Marion County signage. As well as local community wayfinding improvements for drivers and pedestrians.

Commissioner Flowers expressed a concern with putting garage sale signs at the McClaine and Main Street intersection. Director Kay explained that this is a separate issue that will need to be addressed.

Skatepark Design Project: Director Kay explained that a committee is working with staff and a consultant from Grindline, Inc., to design the skatepark. The consultant has prepared three preliminary designs that the committee gave input on. On September 2nd the Committee will give input on the final draft design, based on comments provided by the committee. Then on September 23rd, there will be a community meeting to get citizens involved and hear their input on the design for the skatepark. This project will also include a playground structure, picnic areas, restrooms, etc., for public park use.

Director Kay asked for volunteers to serve on future technical advisory committees for the following projects.

Commercial and Industrial Economic Opportunity Analysis: Director Kay explained the tasks of the project: to form a technical advisory committee, which will help staff and the consultant in determining the needs for updating employment land inventory, evaluate trends, opportunities, and constraints, identify employment land needs, policy recommendations, EOA draft preparation, then public hearings at the Planning Commission and adoption by City Council. This would be an amendment to the Comprehensive Plan. The consultant selected is FCS Group out of Portland. This plan would be the amendment to the 2006 Economic Opportunity Analysis, which only concentrated on the need for industrial land.

Industrial Park Feasibility Study: Director Kay explained that a consultant, Marketek will be working with a technical advisory committee to analyze current industrial trends and target users offering the highest and best opportunity for Silverton's Industrial Park to determine what business types might yield the most successful economic development results. The study will also identify potential transportation improvements, infrastructure and wetland barriers, and other challenges specific to the Industrial Park.

West-Side Land Use and Transportation Plan: Director Kay explained that this project will be looking at potential development, land uses and transportation needs on the west side of the City and how the projects in the plan area will be funded. An advisory committee will include representatives from Marion County, DLCD, the School District, area business owners, land owners, and residents. They will help staff and a consultant to look at market analysis, policy assessments, access and management requirements, and development of land use and transportation system alternatives. The project will result in recommendations for land use designations, zoning, and the TSP to meet the goals of the plan. This plan will go to Planning Commission for review and to the City Council for adoption that will be an amendment to the current Transportation Systems Plan.

Volunteers for these projects:

Commissioner Flowers: West-Side Land Use and Transportation Plan

Commissioner Harris: Industrial and Commercial Economic Opportunities Analysis

Commissioner Posegate: Industrial Feasibility Study

Commissioner Madge: West-Side Land Use and Transportation Plan

Director Kay explained that he has submitted and is waiting for approval for an ODOT Bicycle and Pedestrian Program Grant. This will include adding bicycle lanes, pedestrian crossings, on-street parking, and sidewalks to South Water Street.

Director Kay explained that he has submitted and is waiting for approval for a DOT Tiger II Program Grant (federal stimulus dollars). This grant would help fund a project to both promote economic development and to increase transportation and pedestrian/student safety. The proposal includes a 12 foot wide shared pedestrian/bicycle path through the abandoned railroad public right of way and over Highway 214 with a bridge to James Street. The proposed project also includes the redevelopment of the rail spur line to the industrial park.

V. REPORTS AND COMMUNICATIONS

1. Commissioner Harris proposed a regular meeting time in September to look at received involvement comments and to analyze current policies. Commissioner Flowers and Commissioner Posegate believe that the preliminary discussions should be done at a work session so there is a solid document or policy to present to the citizens for feedback. Chairman Madge indicated that with all the other projects that Director Kay explained during the first part of the meeting that this priority is lower on the list than a lot of the other projects that are benefiting the city. Commissioner Harris explained why she feels this is a higher priority and that it would allow the community with more opportunities to get involved in city decisions. Director Kay will address this concern between projects he is working on and a future work session will be held regarding this issue.

VI. ADJOURNMENT

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Sheena Lucht