

**CONCORDIA NEIGHBORHOOD ASSOCIATION**  
**LAND USE & TRANSPORTATION COMMITTEE (LUTC)**

**Meeting Minutes**  
**March 15, 2017, 7:00 pm – 9:00 pm**  
**Courtyard Restaurant at McMenamins Kennedy School**

**Members:** Tyler Bullen (Vice Chair, CNA Board – E1), Ben Earle (Secretary), Sam Farber-Kaiser, Jay Fesler, Kirk Paulsen, Ali Novak (CNA Board – AL4)

**Legal Advisor:** Spencer Parsons (Volunteer LUTC legal advisor)

**Scribe:** Susan Millhauser (Contractor)

**Absent:** Steve Elder (CNA Board – E2), Jeff Hilber, Garlynn Woodsong (Chair, CNA Board – SW1)

**Neighbors:** Amelie Marian (CNA Board – NW2),

7:00 pm *Welcome & Introductions*

- Welcome to “LUTC Recording Secretary / Scribe” Susan Millhauser.

7:05 pm *Quorum Check, Member Attendance Check, Agenda Review*

7:10 pm *Public Comments – None*

7:15 pm *LUTC Operations*

*(LUTC OPS: STATUS, PENDING ACTIONS)*

- Minutes
  - Review & approve Feb. 15 minutes.
    - A) The draft minutes were not available, so will be approved next month.
- Admin
  - Review & approve LUTC Recording Secretary/Scribe job description & contract
    - A) A preliminary draft contract was handed out at the meeting.
    - B) Review by the committee and CNA Board will occur “offline”, with approval at April or May LUTC meeting.
- LUTC Planning Meeting / Retreat
  - The LUTC still hopes to have this meeting in June and establishing the agenda at the April LUTC meeting.
  - Tyler will send out a Doodle poll link via email to nail down a date that works for most people.
- Coordination with other Orgs
  - CNA becoming an Our 42nd Ave partner. **(TABLED)**
  - Re-connect with Concordia Tree Team
    - A) Ben noted that Lizzy Hildebrand of the Concordia Tree Team attended the last LUTC meeting and indicated they’d like to re-connect with CNA. They have been very active, and their website includes a pretty extensive inventory of Concordia trees in the public right-of-way.
- Information Management
  - Establish plan for LUTC info on CNA website & Facebook:
    - A) Susan will email approved Minutes to Tami Fung for posting on the website.
    - B) Ben encouraged people to start thinking about ways to more fully utilize the website, including more articles from CNews.
  - Rotate CNews article authors
    - A) Ben and Garlynn ask that other LUTC members consider writing regular articles.
      - i) The “main” LUTC article is due by the 10<sup>th</sup> of the month, the LUTC Update noon the day after we meet. Each piece should be 400-500 words, but there is length flexibility to accommodate one being longer.
      - ii) We decided to add a CNews article rotation calendar to review each month.

7:30 pm *Demolitions, Developments, & Land Use Notices* (LAND USE: STATUS, PENDING ACTIONS)

- Residential - Demolitions
  - Demos: 2306 NE Ainsworth (Done: 1/10) – Illegal tree removal on 3/9?
    - A) The home was demolished in early January. In early March, a mature conifer, designated for protection, was removed from the site. Ben found out about the removal through concern expressed via posts on the Next Door and Stop Demolishing sites, but no one has raised the issue with LUTC. However, should we look into the situation and consider taking action?
      - i) It was noted the developer likely factored in the cost of any potential fine. As we don't currently know what the legal recourse might be, we agreed to discuss the possible need for a sub-committee to deal with demos and trees at a future meeting.
      - ii) Ali agreed to follow up with Lizzy from the Concordia Tree Team to see if they had interest in specifically tracking the tree aspects of developments. She'll also write a "Trees in Concordia" article for a future CNews.
  - Demos: 3560 NE Killingsworth (Delay Extension filing deadline: 4/3)
    - A. There have been no requests for a delay and we agreed there was no reason for LUTC to respond.
  - Deconstruction: 5039 NE 32nd Ave. (Delay Extension filing deadline: 3/22)
    - A) There have been no requests for a delay and we agreed there was no reason for LUTC to respond.
  - Deconstruction Program
    - Ben gave an update from a recent conversation with Shawn Wood of BPS about the official Deconstruction Program.
    - A) There have been 21 deconstructions since October 2016.
      - i) As the deconstruction process is labor intensive and not mechanical, it inherently includes toxics abatement, following the city's and state's legal requirements that are currently in effect for asbestos and federal law about lead protection for workers.
      - ii) The house at 4702 NE 26th Ave. was the first be deconstructed in the neighborhood since the new program went into effect. The demo was completed 3/8 by a new local firm Good Wood, with "lots of good wood recovered".
- Mixed Use - Development:
  - 30<sup>th</sup> & Killingsworth/Bighouse
    - A) The latest word is the units will be move-in ready sometime in August.
    - B) The pedestrian crosswalk signal is being upgraded to RRFB (Rectangular Rapidly Flashing Beacon) and will be hard-wired – like the one at the New Seasons Emerson & 33rd crossing. Final activation is dependent on the building construction process being "sufficiently" complete for the City to have proper access to install the main power unit at the NE corner and the link to the SW corner signal.
  - Review preliminary parking & GNA proposals.
    - A) Ben is working on drafts of a proposed prelim parking plan & Good Neighbor Agreement (GNA) but they are not yet ready for LUTC review.
    - B) We agreed any "Bighouse" GNA should follow a "standard" template being developed by a Board sub-committee for a Concordia University GNA (see below).
- Letter to Developers: Agree on goals & objectives, establish implementation plan.
  - As we never properly reviewed & reconciled the multiple differing versions that resulted from the Board's recommended improvements to the original draft over a year ago, we agreed the purpose is to tell developers CNA is watching and that we know the rules and expect them to follow them.
  - Sam agreed to send an updated draft for committee review prior to the next LUTC meeting.
- Dev. Review Advisory Committee: Overview of DRAC update presented to NECN. **(TABLED)**

8:00 pm *Land Use Oversight & Policies* (LAND USE: STATUS, POSSIBLE ACTIONS)

- City ⇔ Neighborhood Relations BDS & ONI: Citywide LU Group Jan & Feb meetings w/Comm. Eudaly staff. **(TABLED)**
- Comprehensive Plan
  - Residential Infill: Public opportunities for new Code review and input. **(TABLED)**
  - Better Housing by Design (BHD)
    - A) As one of the public input meetings being held citywide bi-weekly from March 7 – May 3 is scheduled at the NE Coalition of Neighborhoods (NECN) office the same date (April 19) & comparable time (6 – 8pm) as the next LUTC meeting, we decided it would be best to attend that one instead. We agreed that, if time allows after the BHD session ends, we can gather for a "mini" LUTC meeting.  
**(MOTION APPROVED 5-0-0)**
    - B) Ben will ensure proper notification will be communicated about this change.

C) Ben reports that Garlynn offered to invite someone from BPS to discuss the BHD with the community at an upcoming Board or LUTC meeting. We agreed May or June at LUTC would be best.

- A Place for You
  - Ali shared info about a proposed new Multnomah County program whereby homeowner's can have a small ADU built on their property for free, up to a certain dollar value, if they agree to house a family experiencing homelessness for up to five years (which will be subsidized). It can then be rented to anyone if the property own wishes. There has been a lot of initial interest and some of the details are still being worked out.

8:15 pm *Concordia Design Initiative* (LAND USE: STATUS)

- CNDI Team Launch Meeting #2
  - Jay reports the team, including Ben, Spencer and Jason Buerkle, met last week.
    - A) They are coming up with voluntary design recommendations both for commercial and residential development, using the Division Design Initiative (DDI) and Boise Neighborhood Design Guidelines efforts even though those are focused on just mixed use / commercial development. Standards will address buildings, trees, fences, porches, alleys, setbacks, massing and scale.
    - B) Though the hope is to have a "packet", with photos as examples of what is and is not desired, developed with community feedback and LUTC review completed by the end of 2017, the long-term goal is for this to be a "living" document accessible to the entire neighborhood.
    - C) They hope to meet soon with DDI lead Heather Flint-Chatto.
    - D) Amalie asked to be added to the CNDI team email list.

8:30 pm *Transportation* (TRANSPORTATION: STATUS, DISCUSSION, PENDING ACTIONS)

- Highway 30: Review draft of CNA letter to ODOT.
  - While ODOT is already implementing some changes to Hwy 30 to increase safety for cyclists, because a continuous bike lane is still needed on both sides, it is good for CNA to keep raising this issue to address the area more fully, especially with regard to liability related to the clearly identified safety problems.
  - As the Board has pre-approved LUTC drafting a letter, Sam and Tyler will work together to finalize and get it signed by CNA Chair Chris Lopez and sent.
- Line 24 Fremont bus line: Review draft of CNA letter to Metro supporting Fremont Bridge line extension.
  - As the Board has also pre-approved this, Sam will review Tyler's draft, which Tyler will get Chris to sign and then send it.
- Parking: Invite PBOT Project Manager Grant Morehead to April or May LUTC meeting.
  - As there is a need for CNA to have direct visibility with PBOT to encourage them to provide programs much sooner than currently planned to help address the neighborhood's rapidly increasing parking problems, we agreed to invite Grant to the May LUTC meeting to get an update on the stalled permit program and to discuss various parking migration options for congested neighborhoods.
    - i) Ben will inform Garlynn who has an established relationship with Grant.
    - ii) Tyler agreed to write a parking article for the CNews.
- Street Safety **(TABLED)**
  - Speed Limits: Revive 5 mph reduction Alberta & Killingsworth asks, initiate for Ainsworth, 33<sup>rd</sup>, 42<sup>nd</sup>.
  - Congestion: Address "I-84 backup" traffic congestion impact on 33<sup>rd</sup>, other arterials, & side streets.
- Rose Quarter To Gorge Trail: Draft RQTGT CNA support letters to City, Metro, & State reps & bureaus? **(TABLED)**

8:45 pm *Concordia University* (LUTC OPS: PENDING ACTION)

- Ben gave an update on development of a Good Neighbor Agreement (GNA) between CNA and CU.
  - CNA Vice Chair Daniel Greenstadt has done a lot of research on GNA's.
  - Chris Lopez has met informally "off the record" with a member of the CU administration.
    - A) CU is open to discussing a GNA after Faubion School reopens the end of August, which gives LUTC time to come up with elements to have in a GNA.
  - Spencer will forward his past emails with CU administration to Ben who will pass them on to Chris & Daniel, which recommended:
    - A) Coordination regarding commercial and residential development in the neighborhood.
    - B) A CU liaison assigned to work with CNA to help with communication, information requests, to attend meetings, etc.
    - C) Addressing parking, especially in the area of NE 27<sup>th</sup> Ave and NE Holman.
    - D) CU input on / responsiveness to neighborhood design guidelines.

- We agreed that CNA should have access to CU's internal Master Plan (MP), not just the publicly available Master Plan required as part of the city's 2035 Comprehensive Plan.
  - A) As most members haven't seen the public MP CU presented to the community in April 2015, Ben will send a copy and link to the committee.
- We agreed to invite Chris to the next LUTC meeting to discuss how best to coordinate LUTC input to the GNA and the expected negotiation process.

8:50 pm *Topics for CNews Articles*

- The committee agreed to the following schedule for upcoming Land Use feature articles:

<b>Who</b>	<b>Due</b>	<b>Topic</b>
Ali	4/10	Trees in Concordia
TBD	5/10	Recap of Better Housing by Design info session at NECN
Tyler	6/10	Parking Options Update
Jay	7/10	Concordia Design Initiative

- Ben is taking care of the April Land Use Update article.

9:07 pm *Concordia Sustainability Policy*      Review draft proposal **(TABLED)**    (*LIVABILITY: PENDING ACTION*)

9:08 pm *Adjourn*

- The Meeting adjourned at 9:08pm