

MINUTES  
Warrenton City Commission  
Work Session – March 23, 2021  
5:15 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the work session to order at 5:18 p.m.

City Commissioners Present: Mayor Henry Balensifer, Rick Newton, Gerald Poe, and Tom Dyer

Excused: Commissioner Mark Baldwin

Staff Present: City Manager Linda Engbretson, Public Works Director Collin Stelzig, Community Development Director Scott Hess, Police Chief Mathew Workman, Deputy City Recorder Rebecca Sprengeler, and City Recorder Dawne Shaw

Community Development Director Scott Hess discussed the traffic improvements related to the Chelsea Gardens Rezone. Mr. Hess reviewed the history of the rezone and traffic study and briefly presented staff recommendations as outlined in the agenda packet material. Mr. Hess stated the System Development Charges (SDC's) the city charges for any level of regular development would be applied back city-wide, not specifically focused to this one area. He reviewed the previous staff recommendations, which included an SDC district, an Impact Fee, or a Local Improvement District (LID), be created in this area specifically; where any new intensity of development would pay an additional fee above and beyond an SDC that would then go into a fund that would help bring these improvements live within a certain number of years. He continued to explain how the SDC's could be calculated.

Mayor Balensifer gave his recollection from the goal setting meeting that impact fees were going to replace SDC's. He noted he did not recall a past discussion with staff about LID's or SDC's to pay for the park and trail development. He agreed that it is worthwhile to get cost estimates and put in impact fees for all developments based after that build-out, relative to the size impacts of those developments within that footprint. Mr. Hess noted a good example would be the sidewalk on the 104 Spur side, and the perimeter trail on the east side of the project, further noting that if improvements to the property owners who have frontage of those improvements are only being assessed, they are bearing 100% of the cost of something that is going to impact/improve/benefit the entire area. In the future, with intense development happening, the City may realize that they never got the Master Plan for the master park and then the City must purchase the property to develop the park or may have to restrict someone's development right of the final property in the area because it was reserved for the park - as opposed to collecting money, coming together, having an idea of park location, and compensating the owner. Brief discussion continued.

Mr. Stelzig referenced Ordinance 1233, and specific to Spur 104, it says "All new developments shall contribute to planned parks and trails identified on the concept plans and Parks Master

Plan” noting his recollection of the intent that everyone will pay in towards that. Discussion followed on SDC’s versus Impact Fees. Mayor Balensifer noted some concerns and felt that separating from the SDC’s will also allow for separation from the restrictive OAR’s (Oregon Administrative Rules). City Manager Engbretson said legal counsel has suggested an SDC district in addition to regular SDC’s. Discussion continued. Mayor Balensifer stated he recalls the Commission did suggest in goal setting that they would like to move towards impact fees instead of SDC’s and asked for an update on this. Ms. Engbretson suggested having legal counsel, Spencer Parsons, on the next agenda to present on this.

Commissioner Newton made some comments and asked about traffic flow. Discussion followed. Commissioner Poe commented on potential negative traffic impacts with the new school. There was discussion about having clearer SDC’s. Mayor Balensifer noted the context of this conversation about SDC’s is not to raise revenue, but to fund improvements. Ms. Engbretson clarified that current SDC’s are not being raised, but this discussion is about an additional SDC for this area as part of the rezone and mitigation issues.

Mayor Balensifer noted the traffic impact study is old and might need to be updated to account for the new school. Commissioner Dyer suggested designating a road to the back of the Highlands shopping center parking lot to connect to Dolphin to divert traffic. Mayor Balensifer agreed it would be good to investigate putting a straightway there. Mr. Stelzig noted that this area is made for congestion. The area meets the City’s traffic standards, but the standards are low. Discussion about traffic standards followed.

Mayor Balensifer agreed with Task 1 with the addition of ensuring the school is accounted for, improved estimated traffic trips, and development of an SDC based on the cost of a project divided by the trips generated on site. There was consensus on Task 1 with amendments to include the school and calculations.

There was no action taken by the Commission on Task 2.

On Task 3, Mayor Balensifer noted the importance of creating a separate section for this in the CIP (City Improvement Plan) or master planning it into the CIP. Discussion followed. There was a unanimous consensus from the Commission on the SDC’s to be all encompassing to build out the Master Plan as proposed in the different sections.

There was discussion about what the 104 Master Plan outlines for parks. Mayor Balensifer noted the ordinance on park improvement districts and wants to ensure it is included. Discussion about parks continued. Mayor Balensifer noted his concern about whose responsibility it is to build the park and deciding where to build. Mr. Stelzig gave his thoughts on this, noting this is what the SDC’s are for - to purchase a piece of property for a park. Discussion followed about purchasing land, ownership, and responsibility of the park afterwards.

Commissioner Poe asked if utilities and infrastructure improvements are included in the SDC’s. Mr. Hess clarified. Discussion on utilities continued. Mayor Balensifer noted trails are easier to purchase and maintain than parks with equipment. It is important to ensure the parks are built

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and there is a plan for when it is time to build. Mayor Balensifer suggested a potential credit be given to developers that provide land for parks. There was discussion about residential development park requirements in mixed-use areas and master planning.

Mayor Balensifer summarized saying there is a need for an SDC to pay for future improvements. The Master Plan is a shifting target. Must ensure parks, utilities, and the traffic study are paid for. Charges for traffic study need to be accounted for. Developer requirements should account for the additional school traffic. There must be a plan for dealing with the park property question Mayor Balensifer suggested possibly giving an SDC credit to incentivize developers, having the whole master planned area pay into the park improvement district, or offering large developers an exemption from park requirement and a credit or cash, in some cases, if they are willing to provide land for the park. Once this is done early in the development process, the connectivity can start to be talked about. Commissioner Newton made some comments about ODOT (Oregon Department of Transportation). There was consensus on the SDC credit as incentive for the park and identification of the costs related to that. There was brief discussion about greenspace.

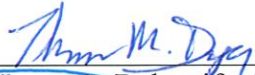
Mr. Stelzig asked if the Commission would like to expand the system development district to both sides of the Highway 104. Discussion followed about whether the other side would benefit from the improvements made to the Spur 104 and Chelsea Gardens area. There was consensus on including the opposite side of Spur 104 into the district.

Mr. Hess asked for clarification on the direction from the Commission for Task 1: an updated traffic study. Mayor Balensifer said amend the existing and add the school and calculations, including 30-year plan. There was brief discussion about pending land-use applications for this area.

There being no further business, Mayor Balensifer adjourned the work session at 6:02 p.m.

Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

APPROVED:

  
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Henry A. Balensifer III, Mayor  
*Thomas Dyer, Mayor Pro Tem*

ATTEST:   
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Dawne Shaw, CMC, City Recorder