

**MINUTES**  
**DAYTON PLANNING COMMISSION**  
**MEETING FEBRUARY 13, 2020**

**PRESENT:** Ann-Marie Anderson

**Tim Parsons**  
**Jim Maguire**  
**Larry Smurthwaite**  
**Gary Wirfs**

**ABSENT:**

**STAFF:** Jim Jacks, Senior Planner  
Cyndi Park, Librarian/Planning Coordinator

**A. CALL TO ORDER**

Chairperson Ann-Marie Anderson opened the meeting at 6:30 pm.

**B. APPROVAL OF ORDER OF AGENDA**

There were no changes to the agenda.

**C. ELECTION OF OFFICERS**

Ann-Marie Anderson nominated Jim Maguire to be the Chair of the Commission. Larry Smurthwaite seconded the motion. Motion passed unanimously. Tim Parsons nominated Ann-Marie Anderson to be Vice-Chair of the Commission, Larry Smurthwaite seconded the motion. Motion passed unanimously.

Commissioner Anderson turned the meeting over to Chairperson Maguire.

**D. APPEARANCE OF INTERESTED CITIZENS**

None present for general comments.

**E. APPROVAL OF MINUTES**

Chairperson Maguire asked for a motion to approve the minutes of the January 31, 2019 meeting as written. Ann-Marie Anderson moved that the minutes be approved, Larry Smurthwaite seconded the motion, motion passed unanimously.

Chairperson Maguire asked for a motion to approve the minutes of the October 17, 2019 meeting as written. Tim Parsons moved that the minutes be approved, Ann-Marie

Anderson seconded the motion, motion passed unanimously.

**F. WORK SESSION**

Senior City Planner Jim Jacks explained that House Bill 2001 was recently passed which prohibits local governments from requiring off-street parking and owner occupancy for Accessory Dwelling Units (ADUs), and as such, Dayton needs to update its Municipal Code. The proposed change to Dayton’s code would be to note that off-street parking is not required for an ADU. Commissioner Wirfs moved to accept the City Manager’s recommendation for the City Council to amend the code. Commissioner Anderson seconded, motion passed unanimously.

The Commission moved on to consider the second Staff Report, this one on the topic of Residential Design Standards. Senior City Planner Jim Jacks explained the details of the Staff Report to the Commission. Staff time, budget, and other limitations were discussed as barriers towards the implementation of a city-wide program. The Commission discussed best practices and what other cities of a similar size do. Mr. Jacks recommended that a city the size of Dayton not have a lot of requirements, or not have a lot of specific requirements for residential design. Chairperson Maguire spoke about the issues that poor design standards can cause, including “cookie cutter” developments, poor visibility to streets and front yards, etc. The Commission agreed that growth in this part of the county seems inevitable, and as such, this is a good time to implement design standards. Mr. Jacks discussed development in the nearby cities of Lafayette, Sheridan, Yamhill and Carlton and the probability of growth in Dayton. Finally, Mr. Jacks provided examples from Independence and Hillsboro for the Commission to review. The members of the Commission agreed to read the design standards provided and think about if any of them could, or should, be applied in Dayton prior to the next scheduled meeting.

**G. OTHER BUSINESS**

None.

**H. ADJORN**

There being no further business, the meeting adjourned at 7:35 pm.

Respectfully submitted:  
**COMMISSION**

**APPROVED BY PLANNING**

**on**

**As Written**  **As Amended**

By: Cyndi Park  
Librarian/Planning Coordinator