

**CITY OF JEFFERSON**  
Joint Worksession  
City Council & Planning Commission  
November 3, 2022  
6:30pm

**COUNCILORS PRESENT:** Dave Beyerl, Keonali Hutley, Mayor Myers, Walt Perry, David Kellogg, David Watkins, Bob Rossiter (zoom)  
**COUNCILORS ABSENT:** None  
**COMMISSIONERS PRESENT:** Bruce Forbes, Dave Jones, Jacquelyn Deeds, Erica Lummer, Ron Gilles (zoom)  
**COMMISSIONERS ABSENT:** None  
**STAFF PRESENT:** Sarah Cook, City Manager/Recorder; Kiel Jenkins, COG Planner

**I. CALL TO ORDER/FLAG SALUTE** – Mayor Myers called the joint session to order at 6:30pm and led in the flag salute. He noted the purpose of the meeting was to provide staff direction in preparing code amendments and that there would not be formal decisions made that night. He reminded all to keep personal opinions off the table and to think of the best interest of the whole community.

**II. JOINT WORKSESSION TOPICS**

**A. Review & Discuss Potential Development Code Amendments**

The City’s contract Planner, Kiel Jenkins further explained his fact-finding mission to learn what direction staff should work toward regarding future development and overall growth. He presented a slide show to highlight the primary issues he had identified during his time working with the City’s code, which was much the same since it was created in the 80’s, as well as areas of concern he had heard from the Planning Commission and City Council during development hearings. Topics included: Mixed Use Zone Open Space; Mixed Use Zone Use Types; Low Density Transition; and Diversity of Housing Types.

Kiel first pointed out the City’s residential code was extremely polarized, pushing development to either really high density developments (apartments) or really low developments (single home), with no room in the code at all for any sort of middle housing allowance. He explained bigger lots usually meant more expensive homes, and most young adults could not afford to stay in the community after they move from their parents home. He also provided a visual comparison of municipal codes from Carlton and Dayton, both cities that also contracted with COG for planning services. Noting most City Councilors, and even Planning Commissioners, don’t typically work within the codes that much, so he wanted to provide them with a glimpse into his world by highlighting areas where the Jefferson code lacked specificity in terms of the varying types of developments that could occur in a City, which often made decisions tough for both he and the PC.

Kiel paused for questions or comments, to which some agreed and commented the development code (DC) needed an update for ease and functionality. Councilor Watkins and Commissioner Deeds both thought there should be a better mix of housing types. PC Chair, Ron Gilles commented that development was difficult for Jefferson because of the lack of adequate access in/out of town, with the railroad, the river on one side, and I-5 traffic coming through during freeway events. He agreed the DC needed to be addressed to some extent, but improved access and egress should be addressed before they considered trying to expand or grow the town. Councilor Beyerl commented on the mixed-use zone topic, agreeing it was too far spread and needed to be condensed. He also agreed the DC needed updated to better define specific uses and restrictions. Councilor Kellogg expressed concern with smaller lots creating parking problems and Kiel noted specific regulations, such as requiring 2-car garages, were the decision of the Council and could be written into the code. Both Mayor Myers and Kiel Jenkins spoke about development coming, whether anybody liked it or not,

and the best thing the City could do was create policies and guidelines so that when developers came knocking, there was a clear path in a direction that was best for the future of the City.

Discussion turned to the purpose and intent of conditional use permits (CUP), specifically the recent change that allowed conversion between residential and commercial use of the ground floor apartment complex. Kiel explained CUP's were not really meant for housing and he was not a fan of them, noting too much subjectivity and the added difficulty in process when working through a development. Everyone seemed to agree the CUP exception could go back to the way it used to be, which required at least 50% of the ground floor be for commercial use. Commissioner Lummer agreed with what had been said, noting the desperate need for middle-housing, as well as minimizing the mixed-use zone, and further hoped consideration would be given for greenery, trees, landscaping, and no parking in front of row-style housing. Councilor Hutley agreed with her, noting the state was 15 years behind in housing.

Last, Kiel Jenkins quickly pointed out the City's Site Plan Review (SPR) process was no longer legal and just needed to be updated to a Type B hearing process. With that, Mayor Myers provided a summary for Kiel, noting the direction he heard from the group was: remove the ground floor CUP exception, interest in middle housing including smaller lots, update DC for ease of reading, better function and more specificity; update SPR process to legal standards. In closing, Kiel asked what they would like to see next, noting there would be a need to hold another joint session or two as he worked through the updates. There was interest amongst the group to see proposals with visuals, success stories, and perhaps to hear from developers.

B. Volunteer Application for Planning Commission

With two vacant seats on the PC, Councilor Beyerl moved to approve the application and appoint Mr. Bridge. Councilor Perry seconded. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**

III. VISITORS

Mark Manning, Frank & Patti Ball were present representing the Jefferson Historical Society & Museum. They confirmed there was a public hearing process, where the community could have input on any potential code changes. Also speaking on behalf of the City's Landmark's Advisory Commission, Patti Ball reminded the group that Jefferson was a Certified Local Government (CLG), which allowed them to seek grant funding for preservation of historic places. She hoped the Council would consider their input before making changes that might affect historic properties, specifically pointing out the number of such properties along Main St. She did not care for the style of the homes pictured in the Council packets as examples, referring to them as "vanilla" and lacking any sort of character. Mark Manning added they seemed to be reaching a tipping point, as a few of the historic homes had been sold in the last few months, and they were concerned about demolition and losing those historic resources that were treasures in town. Mayor Myers encouraged them to identify what was hurting or helping the LAC within the codes and welcomed their participation in future worksessions.

IV. **ADJOURNMENT** – Councilor Beyerl moved to adjourn, seconded by Councilor Kellogg. All were in favor and the meeting closed at 8:20pm.

**MINUTES APPROVED** this 8<sup>th</sup> day of December, 2022.

  
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Michael D. Myers, Mayor

ATTEST:

  
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Sarah Cook, City Manager/Recorder