



City of Sherwood  
**PLANNING COMMISSION**  
Sherwood City Hall  
22560 SW Pine Street  
Sherwood, OR 97140  
January 24, 2017  
**7:00 PM Work Session**

### Work Session Agenda

- 1. Call to Order/ Roll Call**
- 2. Staff Announcements** (Connie Randall)
- 3. Townhomes in Old Town Text Amendment**

A second work session to discuss proposed modifications to Sections 16.44 (Townhomes) and 16.162 (Old Town Overlay) of the Sherwood Zoning and Community Development Code to clarify the process and development standards for townhome development on properties zoned Retail Commercial (RC) and Medium Density Residential Low (MDRL) in the Old Town Overlay District.

- 4. Discussion of minimum lot sizes for single-family residential development**
- 5. Adjourn**



# E-mail Notifications Group for Planning Land Use Projects Sign Up



Name	Email Address	Sign me Up! I am interested in...
		1) Hearings officer Updates, 2) Planning Commission Updates, 3) Planning Department Updates.
Jane Doe	jane.doe@email.com	Circle all that apply 1    2    3
JUSTIN KAL	KAL.JUSTIN@GMAIL.COM	①    ②    ③
		1    2    3
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**I HAVE READ AND UNDERSTOOD THE RULES FOR MEETINGS IN THE CITY OF SHERWOOD.**

**1. PLEASE INDICATE THE ITEM YOU WOULD LIKE TO SPEAK ABOUT**

Date: 1/24/17 Agenda Item: Lot Sizes (From Agenda)

**NOTE: If you want to speak to the Commission about more than one subject, please submit a separate form for each item.**

**2. PLEASE MARK YOUR POSITION/INTEREST ON THE AGENDA ITEM**

Applicant: \_\_\_\_\_ Proponent: \_\_\_\_\_ Opponent: \_\_\_\_\_ Other: \_\_\_\_\_

**3. PLEASE PROVIDE YOUR NAME AND ADDRESS IN A LEGIBLE FORMAT TO RECEIVE A COPY OF THE NOTICE OF DECISION ON THIS MATTER.**

Name: Jim Claus

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

I represent: **Myself**  **Other** \_\_\_\_\_

**4. PLEASE GIVE THIS FORM TO THE RECORDING SECRETARY PRIOR TO YOU ADDRESSING THE PLANNING COMMISSION. Thank you.**

**I HAVE READ AND UNDERSTOOD THE RULES FOR MEETINGS IN THE CITY OF SHERWOOD.**

**1. PLEASE INDICATE THE ITEM YOU WOULD LIKE TO SPEAK ABOUT**

Date: 1/27/17 Agenda Item: Lot Sizes (From Agenda)

**NOTE: If you want to speak to the Commission about more than one subject, please submit a separate form for each item.**

**2. PLEASE MARK YOUR POSITION/INTEREST ON THE AGENDA ITEM**

Applicant: \_\_\_\_\_ Proponent: \_\_\_\_\_ Opponent: \_\_\_\_\_ Other: \_\_\_\_\_

**3. PLEASE PROVIDE YOUR NAME AND ADDRESS IN A LEGIBLE FORMAT TO RECEIVE A COPY OF THE NOTICE OF DECISION ON THIS MATTER.**

Name: Stacy Adams

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

I represent: **Myself**  **Other** \_\_\_\_\_

**4. PLEASE GIVE THIS FORM TO THE RECORDING SECRETARY PRIOR TO YOU ADDRESSING THE PLANNING COMMISSION. Thank you.**







# TOWNHOMES IN THE OLD TOWN OVERLAY DISTRICT

PLANNING COMMISSION WORK SESSION  
JANUARY 24, 2017

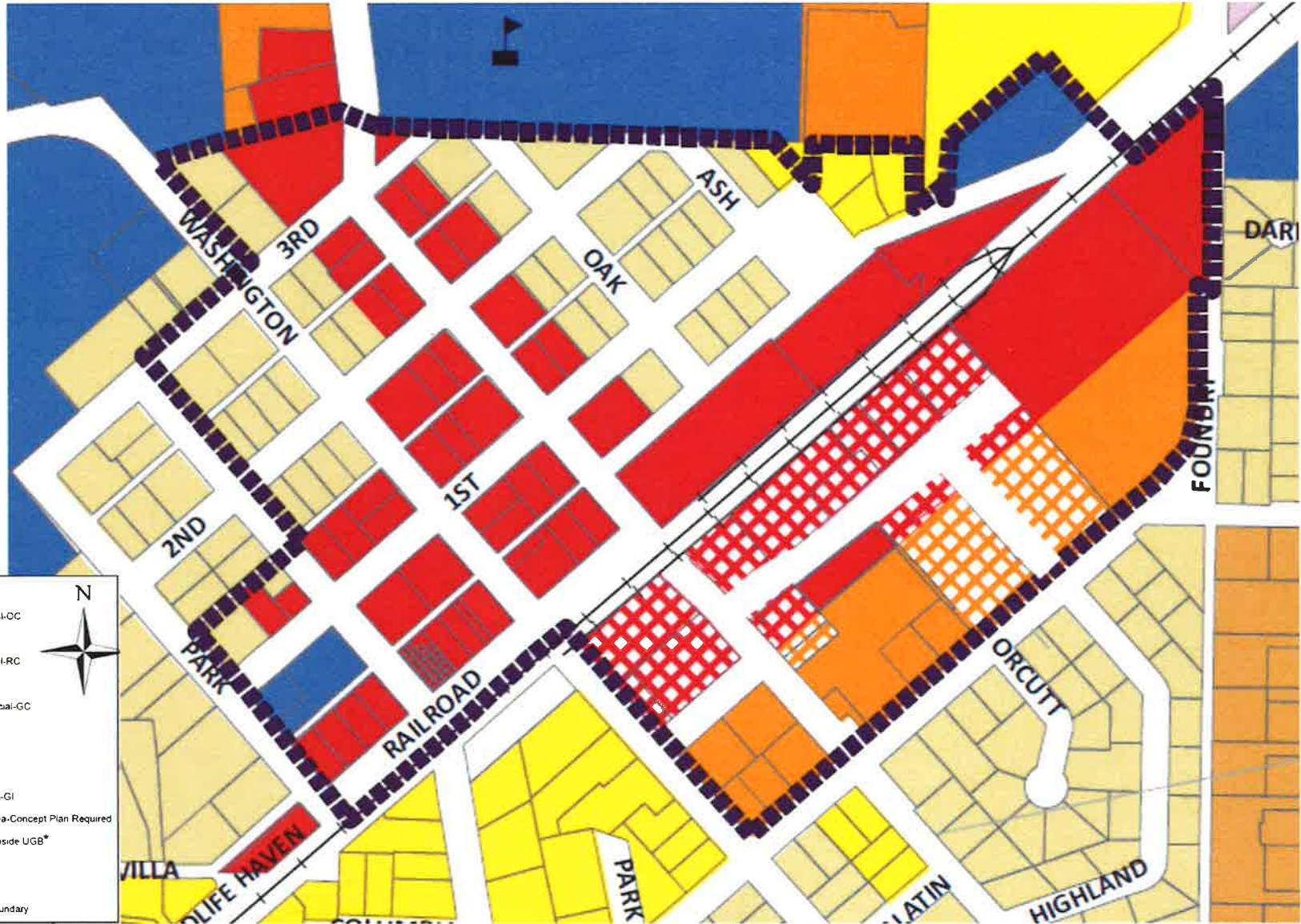
01-24-17  
Date

PC  
Gov. Body

WS - 3  
Agenda Item

1  
Exhibit #

# Sherwood Plan and Zone Map



**Legend**

Very Low Density Residential-VLDR	Office Commercial-OC
VLDR-PUD (Planned Unit Development)	OC- PUD
Low Density Residential-LDR	Retail Commercial-RC
LDR- PUD	RC- PUD
Medium Density Residential Low-MDRL	General Commercial-GC
MDRL- PUD	Open Space
Medium Density Residential High-MDRH	Light Industrial-LI
High Density Residential	LI PUD
High Density Residential PUD	General Industrial-GI
Institutional and Public	Urban Growth Area-Concept Plan Required
Neighborhood Commercial	Unannexed Area-Inside UGB*
	Old Town Overlay
	City Boundary
	Urban Growth Boundary

\* Zoning of unannexed parcels does not apply until annexed into the City



# Townhomes

Zone	Townhomes Allowed in Underlying Zone?	Townhomes Allowed in Old Town Overlay?
Medium Density Residential Low (MDRL)	NO	YES, subject to Section 16.44 with a CUP and PUD
Medium Density Residential High (MDRH)	YES, subject to Section 16.44	Yes, subject to Section 16.44
High Density Residential (HDR)	YES, subject to Section 16.44	YES, subject to Section 16.44
Retail Commercial (RC)	<p>Stand-Alone Development - NO;</p> <p>Secondary to Commercial Use – YES, subject to HDR standards with a PUD</p>	<p>Stand-Alone Development – YES, subject to Section 16.44 with a CUP and PUD</p> <p>Secondary to Commercial Use – Yes, subject to HDR standards with a PUD</p>

# Old Town Overlay District

**Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:**

*Townhouses (shared wall single-family attached) **subject to Chapter 16.44**. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards.*

# Chapter 16.44 (Townhomes)

**Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:**

*A townhome may be located on property zoned MDRH or HDR, or in other zones as specified in an approved Planned Unit Development, provided the townhome meets the standards contained below, and other applicable standards of Division V – Community Design. Such developments that propose townhomes can do so as condominiums on one parent lot, or in a subdivision, but shall do so in groups known as “townhome blocks,” which consist of groups no less than two attached single-family dwellings and no more than six in a single block, that meet the general criteria of Subsection B below, and specific design and development standards of this Chapter.*

# Chapter 9 -Historic Resources – Plan Text Amendment (PA 05-04) Ord. 2006-009

- ▶ Initiated to address role of the Landmarks Advisory Board, review standards, and discussion of a historic preservation program.
- ▶ Concurrently, Cannery Redevelopment Project was considering the inclusion of a townhome component.
- ▶ City Manager's Office requested that PA 05-04 be expanded to allow townhouses in the area.
- ▶ Proposal forwarded to and adopted by City Council: Add subsection B to Section 9.202.04 (Conditional Uses) as follows:  
"Townhouses (shared wall single-family attached) subject to Section 2.204. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards."



## Issues

- ▶ Chapter 16.44 (former 2.204) was never discussed as part of PA 05-04. Staff believes this was an oversight.
- ▶ PA 05-04 allows townhomes subject to Chapter 16.44 in the Old Town Overlay District with a Conditional Use Permit.
- ▶ Chapter 16.44 specifies standards specific to HDR and MDRH zones. RC and MDRL are not addressed.

# Chapter 16.44 (Townhomes)

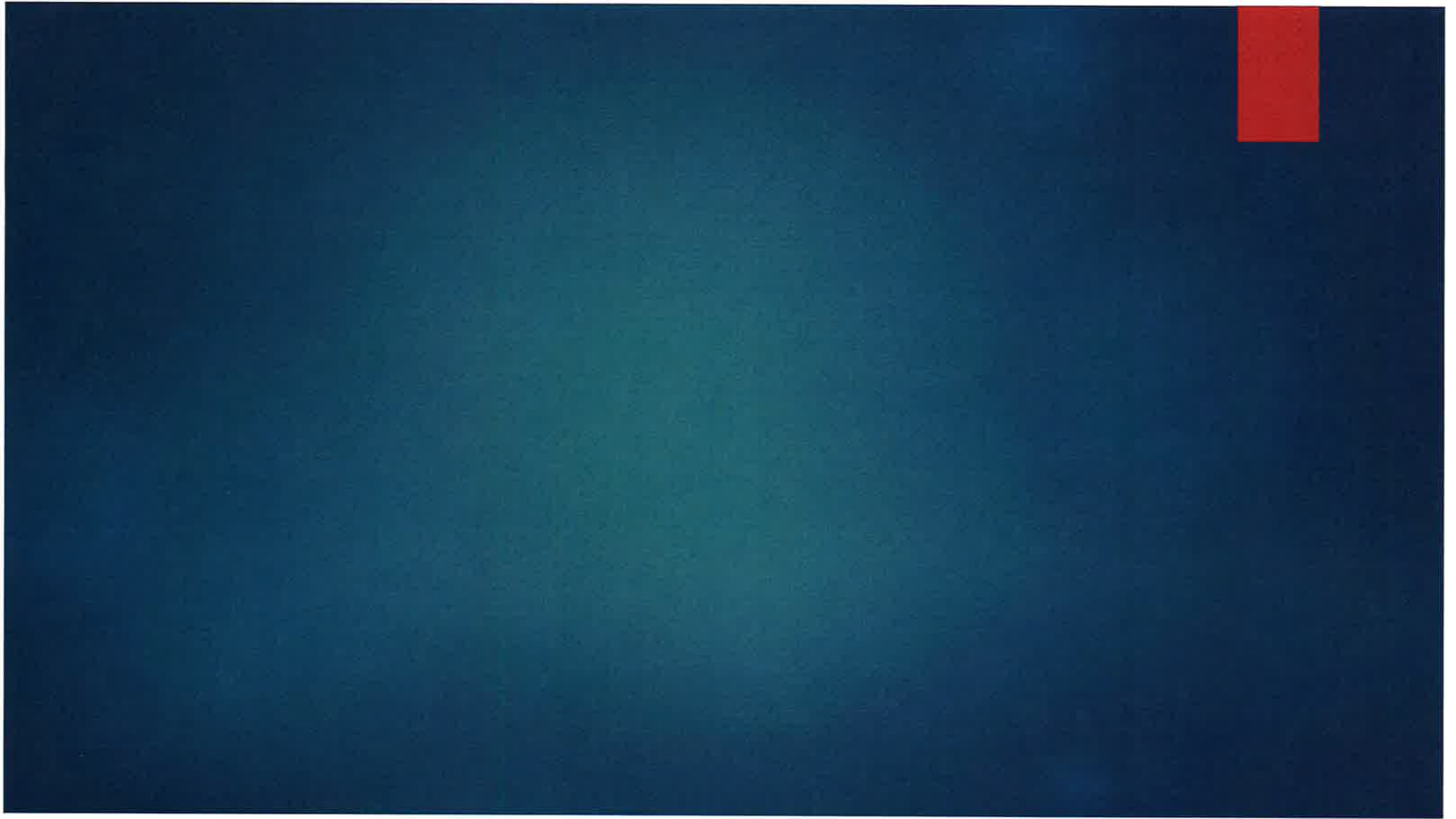
**Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:**

*A townhome may be located on property zoned MDRH, ~~or~~ HDR, or in other zones as specified in an approved Planned Unit Development, or as a Conditional Use in the Old Town Overlay District, provided the townhome meets the standards contained below, and other applicable standards of Division V – Community Design. Such developments that propose townhomes can do so as condominiums on one parent lot, or in a subdivision, but shall do so in groups known as “townhome blocks,” which consist of groups no less than two attached single-family dwellings and no more than six in a single block, that meet the general criteria of Subsection B below, and specific design and development standards of this Chapter.*

# Should the Old Town Overlay District Language be Amended?

**Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:**

*Townhouses (shared wall single-family attached) subject to Chapter 16.44. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards.*





# Old Town Overlay District

- ▶ **Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:**

*Townhouses (shared wall single-family attached) subject to Chapter 16.44 and the HDR standards. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards.*

# Old Town Overlay District

- ▶ **Section 16.162.040.B (Conditional Uses)**, permits the following use with a Conditional Use Permit:

*Townhouses (shared wall single-family attached) on property zoned RC subject to Chapter 16.44 and the HDR standards. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards.*

# Old Town Overlay District

- ▶ Section 16.162.040.B (Conditional Uses), permits the following use with a Conditional Use Permit:

*Townhouses (shared wall single-family attached) on property zoned RC subject to Chapter 16.44 and the HDR standards or on property zoned MDRL subject to Chapter 16.44 and the MDRH standards of that Chapter. In addition, any garages shall use alley access. RC zone setback standards may be used in lieu of other applicable standards.*

## Chapter 16.44 - TOWNHOMES\*

**Sections:**

## 16.44.010 - Townhome Standards

## A. Generally

A townhome may be located on property zoned MDRH or HDR, or in other zones as specified in an approved Planned Unit Development, provided that the townhome meets the standards contained below, and other applicable standards of Division V - Community Design. Such developments that propose townhomes can do so as condominiums on one parent lot, or in a subdivision, but shall do so in groups known as "townhome blocks," which consist of groups no less than two attached single-family dwellings and no more than six in a block, that meet the general criteria of Subsection B below, and specific design and development criteria of this Chapter.

## B. Standards

1. Each townhome shall have a minimum dwelling area of twelve-hundred (1,200) square feet in the MDRH zone, and one-thousand (1,000) square feet in the HDR zone. Garage area is not included within the minimum dwelling area.
2. Lot sizes shall average a minimum of two-thousand five-hundred (2,500) square feet in the MDRH zone, and one-thousand eight-hundred (1,800) square feet in the HDR zone, unless the property qualifies as "infill," and meets the criteria of Subsection D below. If proposed as a subdivision, lots shall be platted with a width of no less than twenty (20) feet, and depth no less than seventy (70) feet.
3. The townhome shall be placed on a perimeter foundation, the units must meet the front yard, street-side yard, and rear yard setbacks of the underlying zone, if abutting a residential zone designated for, or built as, single-family detached housing.
4. All townhomes shall include at least two (2) off-street parking spaces in the HDR zone, and two and one-half (2-½) spaces in the MDRH zone; garages and/or designated shared parking spaces may be included in this calculation. The City Engineer may permit diagonal or angle-in parking on public streets within a townhome development, provided that adequate lane width is maintained. All townhome developments shall include a parking plan, to be reviewed and approved with the Site Plan application.
5. All townhomes shall have exterior siding and roofing which is similar in color, material and appearance to siding and roofing commonly used on residential dwellings within the City, or otherwise consistent with the design criteria of Subsection E, Design Standards.
6. All townhomes in the MDRH zone shall have an attached or detached garage.



7. All other community design standards contained in Divisions V, VIII and IX relating to off-street parking and loading, energy conservation, historic resources, environmental resources, landscaping, access and egress, signs, parks and open space, on-site storage, and site design that are not specifically varied by this Chapter, shall apply to townhome blocks.
8. All townhome developments shall accommodate an open space or park area no less than five percent (5%) of the total subject parcel (prior to exclusion of public right-of-way and environmentally constrained areas). Parking areas may not be counted toward this five percent (5%) requirement.
9. Side yard setbacks shall be based on the length of the townhome block; a minimum setback to the property line\* on the end of each "townhome block" shall be provided relative to the size of the block, as follows:

a.	100 feet to 150 feet	6 feet minimum
b.	Less than 100 feet	5 feet minimum

\* In the case of condominium projects where no property line may exist at the end of each townhome block, the setback shall be applied as a minimum area of separation, as applied to each townhome block.

C. Occupancy

1. No occupancy permit for any townhome shall be issued by the City until the requirements of site plan review and the conditions of the approved final site plan are met. Substantial alteration from the approved plan must be resubmitted to the City for review and approval, and may require additional site plan review before the original hearing authority.
2. The owner(s) of the townhomes, or duly authorized management agent, shall be held responsible for all alterations and additions to a townhome block or to individual homes within the block, and shall ensure that all necessary permits and inspections are obtained from the City or other applicable authority prior to the alterations or additions being made.

D. Infill Standard

The minimum lot size required for single-family, attached dwellings (townhomes) may be reduced by a maximum of 15% if the subject property is 1.5 acres or less, and the subject property is surrounded by properties developed at or in excess of minimum density for the underlying zone.

E. Design Standards

Each townhome block development shall require the approval of a site plan, under the provisions of Section 16.90.020, and in compliance with the standards listed below. The site plan shall indicate all areas of townhome units, landscaping, off-street parking, street and driveway or alley locations, and utility access easements. The site plan shall also include a building elevation plan, which show building design, materials, and architectural profiles of all structures proposed for the site.

1. **Building Mass:** The maximum number and width of consecutively attached townhomes shall not exceed six (6) units or one-hundred fifty (150) feet from end-wall to end-wall.
2. **Designation of Access/Alleys:** Townhomes shall receive vehicle access only from the front or rear lot line exclusively, not both. If alleys are used for access they shall be created at the time of subdivision approval and built to City standards as illustrated in the Transportation System Plan.
3. **Street Access:** Townhomes fronting on a neighborhood route, collector, or arterial shall use alley access, either public or private, and comply with all of the following standards, in order to minimize interruption of adjacent sidewalks by driveway entrances and conflicts with other transportation users, slow traffic, improve appearance of the streets, and minimize paved surfaces for better stormwater management. Direct access to local streets shall only be used if it can be demonstrated that due to topography or other unique site conditions precludes the use of alleys.
  - a. Alley loaded garages shall be set back a minimum five feet to allow a turning radius for vehicles and provide a service area for utilities.
  - b. If garages face the street, the garage doors shall be recessed behind the front elevation (living area, covered porch, or other architectural feature) by a minimum of one (1) foot.
  - c. The maximum allowable driveway width facing the street is two (2) feet greater than the width of the garage door. The maximum garage door width per unit is sixty percent (60%) of the total building width. For example, a twenty (20) foot wide unit may have one 12-foot wide recessed garage door and a fourteen (14) foot wide driveway. A 24-foot wide unit may have a 14-foot, 4-inch wide garage door with a 16-foot, 4-inch wide driveway.
4. **Building Design:** The intent of the following standards is to make each housing unit distinctive and to prevent garages and blank walls from being a dominant visual feature.
  - a. The front facade of a townhome may not include more than forty percent (40%) of garage door area.
  - b. The roofs of each attached townhome must be distinct from the other through either separation of roof pitches or direction, variation in roof design, or architectural feature. Hipped, gambrel, gabled, or curved (i.e. barrel) roofs are required. Flat roofs are not permitted.
  - c.

A minimum of fifty percent (50%) of the residential units within a block's frontage shall have a front porch in the MDRH zone. Front porches may encroach six (6) feet beyond the perimeter foundation into front yard, street-side yard, and landscape corridor setbacks for neighborhood routes and collectors, and ten (10) feet for arterials, and are not subject to lot coverage limitations, in both the MDRH and HDR zones. Porches may not encroach into the clear vision area, as defined in [Section 16.58.010](#).

- d. Window trim shall not be flush with exterior wall treatment for all windows facing public right-of-ways. Windows shall be provided with architectural surround at the jamb, head and sill.
  - e. All building elevations visible from the street shall provide doors, porches, balconies, windows, or architectural features to provide variety in facade. All front street-facing elevations, and a minimum of fifty percent (50%) of side and rear street-facing building elevations, as applicable, shall meet this standard. The standard applies to each full and partial building story. Alternatively, in lieu of these standards, the Old Town Design Standards in [Chapter 16.162](#) may be applied.
  - f. The maximum height of all townhomes shall be that of the underlying zoning district standard, except that: twenty-five percent (25%) of townhomes in the MDRH zone may be 3-stories, or a maximum of forty (40) feet in height if located more than one-hundred fifty (150) feet from adjacent properties in single-family (detached) residential use.
5. Vehicular Circulation: All streets shall be constructed in accordance with applicable City standards in the Transportation System Plan. The minimum paved street improvement width shall be:
- a. Local Street: Twenty-eight (28) feet, with parking allowed on one (1) side.
  - b. Neighborhood Route: Thirty-six (36) feet, with parking on both sides.
  - c. Collector: Thirty-four (34) feet with parking on one side, fifty (50) feet with parking on both sides.
  - d. In lieu of a new public street, or available connection to an existing or planned public street, a private 20 foot minimum driveway, without on-street parking, and built to public improvement standards, is allowed for infill properties as defined in [Section 16.44.010\(D\)](#). All townhome developments in excess of thirty (30) units require a secondary access.
  - e. Any existing or proposed street within the townhome block that, due to volumes of traffic, connectivity, future development patterns, or street location, as determined by the City, functions as a neighborhood route or collector or higher functional classification street based on connectivity, shall be constructed to full City public improvement standards.

(Ord. No. 2011-009, § 2, 7-19-2011; Ord. 2002-1126, § 2)

**Kevin Cronin**

**From:** Kevin Cronin  
**Sent:** Tuesday, February 21, 2006 10:20 AM  
**To:** Adrian Emery (adrian.emery@comcast.net); Dan Balza (danbalza@geekoids.com); Jean Lafayette (jml1998@aol.com); Matt Nolan (mnolan@surepower.com); Patrick Allen (patrick.allen@state.or.us); Russell Griffin (flashgriffin@verizon.net); Todd Skelton  
**Cc:** Cynthia Butler; Julia Hajduk; 'Stephen Poyser'; Jim Patterson; Rob Dixon; 'Joe Dills'; Matthew Crall; 'David Doughman'; 'keithmays@comcast.net'  
**Subject:** RE: Planning Commission Meeting - February 28, 2006  
**Attachments:** PC Agenda 02-28-06.doc; LAB Options.ppt; Chapter 9 - DRAFT Amendments v6.0.doc

Hello Planning Commission:

Attached is another busy agenda for our next meeting.

First, we'll continue a hearing from December 13, 2005 on the historic preservation standards in Chapter 9 of the SZCDC.

The City Attorney's office has reviewed a draft. I incorporated the comments in the attached version. (v6.0)

In my absence, Julia briefed me on the issues raised at the last meeting and I reviewed the minutes. Based on this information, I have clarified the height standards and made other revisions, primarily dealing with procedural roles and responsibilities of the LAB and PC.

However, we need to make a final recommendation on the role of the additional members: advisory or voting members, or no LAB.

Is the LAB a technical advisory committee to the Commission or part of a larger super review body that votes on decisions? (See attachment)

When this policy direction is decided then staff can amend the procedures section consistently.

In addition to the previously discussed issues, another issue has arisen. The Cannery Redevelopment project, as currently master planned, will require a change to the Old Town District overlay. The development mix includes townhouse units in the "Cannery" overlay portion that is designated Retail Commercial. The City Manager's Office has requested a text amendment to allow townhouses in the area.

For background, please refer to the project memo from Leland Consulting dated and distributed December 13, 2005 and e-mail correspondence from Jim Patterson dated January 20, 2006. Included in the packet is a map of Old Town for reference. Finally, I attached a portion of the original Historic Context Statement (1989) that describes the primary, secondary, and contributing designations and added a definition consistent with the evaluation criteria.

Second, we'll review a report from OTAK regarding the completion of the SE Sherwood Master Plan.

After two neighborhood meetings and three workshops we're at a decision point in the planning process. The Commission will have two OTAK alternatives, one from a third party consultant (AKS Engineering) that represents property owners in the study area, and one viable plan that was drafted by an affected resident (Lisa Walker) at the third and final workshop on January 18. OTAK has recommended the B/C Alternative.

I envision this meeting as a work session for discussion purposes. Subsequent to the discussion and direction by the Commission of a preferred master plan, staff will draft a list of implementation strategies in a separate memo for the second meeting tentatively scheduled for March 28.

Based on Commission feedback and direction I can better respond to constructive criticism and concerns and provide a menu of options for implementing the preferred plan.

Packets, which include a color copy of the master plan, will be distributed this afternoon.

If you have any questions, or cannot make the meeting, please contact staff.

01.24.17  
Date

PC  
Gov. Body

WS-3  
Agenda Item

3  
Exhibit #



# Residential Land Use Lot Sizes

Planning Commission

Work Session

January 24, 2017



01.24.17

Date

PC

Gov. Body

WS - 4

Agenda Item

4

Exhibit #

# Tonight's Discussion

- Sherwood Code has minimum lot sizes in residential zones for single family detached from 5,000-40,000 square feet
- Interest in reducing minimum lot size in some of our higher density zones to achieve higher density but still within requirements
- In 2014, the Cedar Brook PUD was approved in the HDR zone with a mix of single detached and attached homes on individual lots-with reduced lot sizes with a limited duration Text amendment.

# Cedar Brook PUD Process

- 1. Current PUD requires a minimum lot size of 5,000 square feet.
- 2. Developer received approval for a Text Amendment removing the minimum lot size requirement for a Planned Unit Development (PUD), when site was zoned HDR.
- 2. Text amendment included a sunset provision until Feb. 15, 2015.
- 3. Only allowed in HDR and needed to be a PUD.



**Cedar Brook Planned Unit Development-** a 65 lot residential development with single family attached and detached homes

## Vicinity Map





## Cedar Brook PUD Housing Type and Lot Size Breakdown

<b>Lot Numbers</b>	<b>Housing Type Description</b>	<b>Number of Units</b>	<b>Dwelling Unit Size (square feet)</b>	<b>Lot size range (square feet)</b>
<b>1-38</b>	<b>Two-story townhome with one car garage in front</b>	<b>38</b>	<b>1,500</b>	<b>1,610 – 2,552</b>
<b>39-53</b>	<b>Two-story single family detached with rear loaded garage</b>	<b>15</b>	<b>1,304-1,392</b>	<b>2,374 - 3,245</b>
<b>54-65</b>	<b>Two-story townhome with two car alley-loaded garage</b>	<b>12</b>	<b>1,400</b>	<b>1,600-1,974</b>



**Single Car Garage Two-Story Townhomes**





**Rear loaded Townhomes facing Open Space areas**



**Single Family Detached Homes on  
Cedar Brook**





**15 Single Family Detached  
Total in Development**



**Only a few units are not sold**

# Question for Planning Commission

*Is there interest in more discussions on reducing minimum lot sizes for residential developments?*

# Sherwood Residential Land Use Zones

Zone	Density	Minimum Lot Size
VLDR-very low	.7 to 1 dwelling unit per acre	40,000 square feet
VLDR PUD	1.4 to 2 dwelling units per acre	10,000 sq. feet
VLDR-SW Sherwood Master Plan PUD	4 dwelling units	10000
LDR-low	3.5 -5 DU per acre	7000
MDRL-medium low	5.6 -8 DU per acre	5000 sf detached and attached
MDRH-medium high	5.5-11 DU per acre	5000 sf detached 4000 sf attached
HDR	16.8-24 DU per acre	5000 sf detached 4000 sf attached



**Policy 2 The City will insure that an adequate distribution of housing styles and tenures are available.**

**Policy 3 The City will insure the availability of affordable housing and locational choice for all income groups.**

**Policy 6 The City will create, designate and administer five residential zones specifying the purpose and standards of each consistent with the need for a balance in housing densities, styles, prices and tenures.**

## **Existing Housing Comprehensive Plan Policies**



# **APPROVED MINUTES**

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**City of Sherwood, Oregon**  
**Planning Commission Meeting**  
**January 24, 2017**

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**Planning Commissioners Present:**

Chair Jean Simson  
Vice Chair Russell Griffin  
Commissioner Chris Flores  
Commissioner Rob Rettig

**Staff Present:**

Julia Hajduk, CDD Director  
Connie Randall, Planning Manager  
Michelle Miller, Senior Planner  
Kirsten Allen, Planning Dept. Program Coordinator

**Planning Commission Members Absent:**

Commissioner Michael Meyer  
Commissioner Lisa Walker

**Council Members Present:**

Councilor Dan King

**1. Call to Order/Roll Call**

Chair Jean Simson convened the meeting at 7:00 pm.

**2. Staff Announcements**

Julia Hajduk, Community Development Director, announced that Vice Chair Griffin and Commissioner Flores would be attending the Smart Growth Conference February 2-4, 2017 and introduced Justin Kai who was expected to be appointed to the Planning Commission on February 7, 2017. Justin was chosen from the five applicants interviewed.

Connie Randall, Planning Manager, announced that staff had attended a work session with City Council to discuss the Comprehensive Plan Update process and to receive initial feedback on the timeline.

Councilor King stated he had been assigned by Mayor Clark to be the Planning Commission liaison and he would attend as his schedule permitted.

**3. Townhomes in Old Town Text Amendment**

Ms. Randall gave a presentation explaining where townhomes in Old Town were allowed and which standards applied. She gave a history of the changes for to the Old Town overlay and explained the development code was changed in 2006 to allow townhomes with a Conditional Use Permit. Per the Commission's direction, Ms. Randall provided additional information, including an email and Planning Commission minutes, which showed the intent to allow townhomes in the retail commercial zone. Discussion followed. Staff was directed to draft language for the text amendment and to hold another work session (see record, Exhibits 1-3).

Staff was directed to have another work session on February 14, 2017 prior to a public hearing on February 28, 2017 and to notify the Department of Land Conservation and Development (DLCD) of the proposed text amendment. Staff reported that DLCD notice had been given.

**4. Discussion of minimum lot sizes for single-family residential development**

Michelle Miller, Senior Planner gave a presentation about the progress of the Cedar Brook development, and explained that staff had received interest from the development community to reduce the minimum lot size in the higher density residential zones (see record, Exhibit 4). She pointed to two Planned Unit

Developments (PUDs) within Sherwood that had received reduced minimum lot sizes that had proved a popular product for the community. Discussion followed. Chair Simson asked for citizen comments.

Jim Claus, Sherwood resident, said the kind of units found in the PUDs shown could not be built in Sherwood at this time. He said the examples were very affordable and could provide off street parking, but because of the way the code was written a subdivision of detached units could not be built in Sherwood. He said during the recession many homes went back to the bank, because they were too expensive as rental properties due to association fees. Mr. Claus suggested there was confusion between ownership and the lot size and commented on using an HOA instead of the legal mechanism of condominiums. He said former mayor Walt Hitchcock did not want density, he wanted single family detached houses and, at the time, land was cheap when the Woodhaven area was developed. He said the Building Code was an obligatory code for health and safety that allowed three foot setbacks and building on smaller lots provided homes for two groups; young families trying to buy a house and older people who wanted to downsize. He said the City was too restrictive in their design.

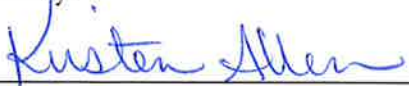
Susan Claus, Sherwood resident, commented the comprehensive plan update would take place over the next several years and in the meantime there was a limited amount of property in town with different market demands and economics. She said development was required to pay SDCs and provide open space requirements and it was a double exaction to have to pay Park SDCS when parks were required to be provided in the development. She told the Commission that as land prices went up and the amount of available land decreased for development it was impossible to cut corners enough to pay high SDCs with minimum lot sizes at 5000 square feet. She spoke of infill problems because of the lack of land and said Happy Valley was the only one other place in Metro that required 5000 square foot lots. She suggested staff ask council for direction, because 65 presold units demonstrated demand and said the City was not providing for the young town with kids and families. She said the City could not wait for updates and it was a fallacy to think everything could be discussed during a Comprehensive Plan Update and put it back in order; there would have to be priorities. Discussion followed on how to implement the Comprehensive Plan Update.

Jim Fisher, Sherwood property owner said his office in 1980 was approximately where Planning Commission members were sitting at the dais. He thought Sherwood was a great community, but expressed concern that it took longer to go through the permitting process than it did to build a project. He said there was a demand for immediate housing in Sherwood and asked the Commission to keep everything moving forward while considering time, affordability and demand.

## 5. Adjourn

Chair Simson adjourned the meeting at 8:17 pm.

Submitted by:



Kirsten Allen, Planning Department Program Coordinator

Approval Date:

