



Home of the Tualatin River National Wildlife Refuge

Planning Commission Meeting Packet

FOR

April 11, 2017

**Work Session at 6:30 PM
Regular Meeting at 7 PM**

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**



City of Sherwood
PLANNING COMMISSION
Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140
April 11, 2017
6:30 PM Work Session
7:00 PM Regular Meeting

WORK SESSION (6:30 PM)

The Planning Commission will hold a work session for an update from School District on the proposed new high school site. As the School District is preparing to come into the Urban Growth Boundary (UGB) to develop the school site, there is a lot of planning and coordination required. The purpose of this meeting is to update the Planning Commission on their schedule and plans for moving forward with the UGB expansion, Comprehensive Plan amendment, annexation and site development

REGULAR MEETING (7:00 PM)

1. Call to Order

2. Consent Agenda

- a. February 28, 2017 Planning Commission Minutes approval

3. Council Liaison Announcements

4. Staff Announcements (Connie Randall)

5. Community Comments

6. New Business

- a. **Public Hearing – MMSP 17-02 Cannery Square Restroom Facility (Matt Straite)**

The City of Sherwood is the applicant and proposes a minor modification to the Cannery Square approved Site Plan to include the addition of a restroom facility at the southeast corner of the site. The restroom is under 60 square feet and will utilize existing utilities available to the site.

7. Planning Commissioner Announcements

8. Adjourn

City of Sherwood, Oregon
Planning Commission
Work Session
February 28, 2017

Planning Commissioners Present:

Chair Jean Simson
Vice Chair Russell Griffin
Commissioner Chris Flores
Commissioner Justin Kai
Commissioner Michael Meyer
Commissioner Lisa Walker

Staff Present:

Julia Hajduk, Community Development Director
Connie Randall, Planning Manager
Bob Galati, City Engineer
Matt Straite, Contract Planner
Kirsten Allen, Planning Dept. Program Coordinator

Planning Commission Members Absent:

Commissioner Rob Rettig

Council Members Present:

Councilor Jennifer Kuiper

1. Call to Order/Roll Call

Chair Jean Simson convened the meeting at 7:01 pm.

2. Consent Agenda

- a. December 13, 2016 Planning Commission Minutes approval
- b. January 10, 2017 Planning Commission Minutes approval
- c. January 24, 2017 Planning Commission Minutes approval
- d. February 14, 2017 Planning Commission Minutes approval

Motion: From Vice Chair Russell Griffin to approve the consent agenda, seconded by Commissioner Michael Meyer. All Commissioners voted in favor.

3. Council Liaison Announcements

Councilor Kuiper said the City Council goal setting work session would take place on March 4, 2017 from 9 am to 1 pm at the Sherwood Police Facility, the public is welcome. Ms. Kuiper said there would be a Joint Planning Commission and City Council Work Session to discuss ideas from the Partners for Smart Growth Conference that was attended by a members of City Council, Planning Commission and city staff on March 7, 2017 at 6pm.

4. Staff Announcements

Connie Randall, Planning Manager, introduced Matt Straite of MIG Consulting, as an on-call consultant helping process planning land use applications 2-3 days per week. She said the next Planning Commission meeting would take place in April.

5. Community Comments

None were received

6. New Business

a. Election of new Chair and Vice Chair per SZCDC 16.06.020

A new Planning Commission chair and vice chair are to be elected in odd calendar years per Sherwood Zoning and Community Development Code (Code). Jean Simson was re-elected for the Planning Commission Chair and Russell Griffin as Vice Chair. The vote was unanimous.

b. Public Hearing – PUD 16-01/CUP 16-01/LLA 16-01 The Springs Living Addition

Chair Simson read the public hearing statement and indicated the Planning Commission would make a recommendation to the City Council. She asked for any ex parte contact, bias, or conflicts of interest. Vice Chair Griffin disclosed that he lived next to the proposed development and recused himself. Chair Simson asked if any member of the audience wished to challenge any Planning Commissioner's ability to participate. None were received.

Matt Straite, contract planner, gave a presentation (see record, Exhibit 1) and described the location of the property. He said the zoning on the site was Medium Density Residential High (MDRH) and High Density Residential (HDR) with Institutional and Public (IP) zoned property on the west, north, and east of the site, also Retail Commercial (RC) and MDRH to the south and east.

Mr. Straite explained the site featured an approved senior living facility with 57 rooms, a recreation center, and eating rooms totaling about 42,065 square feet. The project site included property where three single family homes had been demolished and a fourth was scheduled to be demolished. The rest of the buildings would stay. A portion of the project site was located within the Old Town Overlay.

Mr. Straite explained the project included three proposed entitlements; a Planned Unit Development (PUD), which was required because the project site was on two zoning designations and also because of the height; a Conditional Use Permit (CUP), required because of one of the underlying zones based on the proposed use; and a lot line adjustment. The lot line adjustment was actually a lot consolidation to consolidate six existing lots into one lot. He said the project site was 5.11 gross acres, including the existing facilities and the proposed additions which included a 2-story structure with 20 rooms and a 3-story structure with 73 independent living rooms, totaling 125,285 square feet. The proposal included a new public plaza and the addition of 80 new parking spaces.

Mr. Straite reported that access would be achieved through an existing private driveway off Oregon Street which would remain unchanged as it acted as a secondary access for the Catholic Church north of the site. A second access point would be off Oregon Street at the pear-about and would circulate internally on the other side of the project. Two points of access were required pursuant to the Sherwood Zoning and Development Code.

Mr. Straite stated the landscape plans were compliant with all landscape requirements including street trees, tree canopy, groundcover and required landscaping in the parking areas. He showed the proposed building elevation looking north from SW Oregon Street and the public plaza planned for the corner edge of the project site. The elevations showed enhancements to comply with Old Town requirements. He showed the west elevation with the common rooms and eating area to the left and the independent living dwellings to the right. A porte-cochere was proposed on the west side of the independent living building along with other detailed pop outs, porches, and a stone veneer along the first floor to promote a human scale. The east elevation would face the vacant lot which was zoned residential and could be developed with single family homes someday.

Mr. Straite explained that the purpose of a PUD was to allow creativity and flexibility in site design which could not be achieved through strict adherence to existing zoning and subdivision standards. He said a PUD could be more flexible with the Sherwood Zoning and Community Development Code and let you modify the development standards; a PUD could alter the development standards, such as heights and setbacks, but could not do anything about the density requirements or the land uses.

Mr. Straite commented that density in its most basic form was how many dwelling units were in an acre. He said in 2013 the applicant requested clarification regarding density, because density in an assisted living facility was hard to understand regarding what was a dwelling unit and what was not. A formal director's interpretation of the density was made. Mr. Straite showed the Oregon State Building Code definition that dwelling unit was a single unit that provided independent living facilities including permanent provisions for living, sleeping, eating, cooking, and sanitation. In the Sherwood Municipal Code a Dwelling Unit was made up of sleeping, kitchen and

bathroom facilities. In both instances, the definitions clarified that a kitchen was one of the things that made a dwelling unit which meant a room without a kitchen was not considered a dwelling unit according to the City and State Codes. Mr. Straite explained that the existing facility had 57 rooms and were proposing to add 20 new rooms without kitchens so they were not considered dwelling units. The applicant was proposing to add 73 dwelling units at another location on the site to provide varying degrees of assisted living. The total allowed density on the site was a factor of all the units allowed in the HDR and MDRH zones or a range from 73-107 dwelling units across the entire 5.11 acres.

Mr. Straite explained required findings must be made in order to support the project and could be found in detail in the staff report. Each of the three entitlements required specific findings. The PUD must meet eligibility requirement and have beneficial effects. He said the project qualified as a PUD because it was in the Urban Renewal District and it was beneficial to the city and because it helped satisfy the housing needs for senior living outlined by the Comprehensive Plan. He said the Code required a PUD to meet open space standards which were normally met with tot lots and sports fields, but a senior living facility required some creativity. One of the ways they satisfied the requirement was by adding the public plaza on Oregon Street which would act as a gateway to downtown coming from the east. Mr. Straite recounted that a PUD could request exceptions to code. The applicant requested exceptions to height and density. The applicant needed the exception for the density, because it was a PUD over two different zones where the Code allows a combination of the total allowed density and to place it anywhere on the site for easier design to the whole site. He noted that the Code required the exceptions be warranted and staff report indicated they were.

Mr. Straite explained the CUP required findings were similar to the PUD, but specific to the CUP the project must not adversely affect the surrounding community. He stated that a senior living facility was fairly quiet and would not impinge on the school activities to the west of the project, the churches to the north and south, nor the vacant residentially zoned property to the east. He commented on the setbacks and enhanced landscaping that served as a screen. Mr. Straite said the project had been designed to step down towards the edges of the building in a way that reduced the visual massing when viewed from the church sites. He explained that the project setbacks were taken from the private drive, not the property line and well in excess of what they had to do. The private drive for the facility would be on the applicant's side. Mr. Straite noted to the south of the site was the Old Cannery area portion of the Old Town Overlay which permitted more intense development, greater heights, building mass and bulk. He said he would discuss the single family home adjacent to the site later.

Mr. Straite said the Lot Line Adjustment (LLA) findings specified that no new lots were to be created. He explained that the action was a consolidation into one lot and the one lot would have to be compliant with the zoning minimum lot size. Other city departments did not indicate any concerns.

Mr. Straight commented that the project was well designed with attention paid to the community and the specifics of our code. Staff had two areas of concern; building height and the neighboring single family home. He said most of the site was HDR which had a greater height limit and the project would be permitted, but there were two areas that were MDRH with a height limit of 35 feet. Mr. Strait said the project proposed an actual top of the peak measurement of 48 feet, but the Code allowed the applicant to take the average height of the roof structure which was 39'-6", the northern portion of the building in the MDRH zone met the 35 feet height limit. He said the staff report explained why that thirty-nine foot height was acceptable and one reason was the fact that the applicant had designed the project in a way where the massing of the building stepped back from the average pedestrian on the street so it would appear shorter.

Mr. Straite showed a map with the outline of the Old Town Overlay and provided the building heights of a few existing buildings within the overlay:

- City Hall- 29'
- Cannery Row Apt.- 29'
- Old Town Lofts- 43'
- McCormick- 42'

Mr. Straite said the Old Town Lofts and the McCormick Building were taller than the proposed height of the project. In addition, he showed the surrounding Institutional and Public zoned properties that permitted heights up to 50 feet and noted the Old Cannery area in Old Town also allowed building heights of up to 50 feet and said the project was nestled in between all those uses; meaning the proposed height should not have adverse effects on the surrounding properties.

Mr. Straite focused on the single family home contiguous to the project site and said staff wanted to be sure the project was compatible. He reported the applicant met with the homeowner early into the process to ensure the owners were comfortable with the project. The drive aisle will add a greater setback between the new structure and the single family home to reduce some of the resulting nuisances and the applicant proposed additional landscaping. There will be enhanced landscaping between the drive aisle and the single family home. The applicant will also build a fence to act as additional screening as well as pave an additional parking space for the home. The area behind the fence, belonging to the applicant, will be allowed to be used by the home owners as part of a side yard through easements.

Mr. Straite said public comments for the hearing would be accepted through the city council public hearing which was tentatively scheduled for March 21st and April 4. Staff recommended approval of the project with the conditions as discussed in the staff report.

Chair Simson asked for questions from the Commission.

Commissioner Kai asked if there were adverse fiscal impacts to the lot consolidation. Staff was not aware of any and explained that it was not an applicable criteria for approval. Commissioner Kai asked if this was the first hearing for the land use application. Mr. Straite responded that there was a modification to the original site plan to expand years ago, but this was the first hearing for the PUD and CUP. Commissioner Kai complimented efforts to reduce the visual scale of the structure and asked if there had been concerns from either the public or the Commission regarding the scale or the size of the development in relation to existing architecture within Sherwood. Mr. Straite replied that no comments from the public had been received since the public notice and staff was unaware of concerns for the height or massing of the structure. Commissioner Kai asked for more information about the potential single family homes east of the project site. Mr. Straite explained that the adjacent property was zoned MDRH, there were not any pending applications for the property, but someday it could be built to the design of the Comprehensive Plan as residential. No single family homes were being proposed as part of the project.

Chair Simson asked for testimony from the applicant.

Fee Stubblefield, founder/owner of The Springs Living, said his company was an Oregon company founded 21 years ago to provide senior housing in Oregon for his residents. The Springs became involved in the Sherwood community in 2012 when the assisted living facility was purchased from John Grey's company who built the first two phases. He said one of the reasons they were excited was because he had a long time family connection and had been coming to Sherwood for his whole life and he had relatives that would live in the community. He said the facility had assisted living and memory care was added in a previous application. Mr. Stubblefield explained The Springs Living builds a continuum of senior living options starting with independent living, which is a younger, more active resident that needs a little bit of support, transportation, social, and so forth and they had a lot of couples move into independent living units. Then they provide assisted living for others who need more support. He said the statistics show that 50% or more of adults over 85 years old will have some form of dementia, so memory (or dementia) care was added to the existing community. Mr. Stubblefield stated one of the reasons they were excited to have the Sherwood facility join The Springs organization was this development opportunity to add independent living and create a continuum that allowed people to stay in the community and age in place because they had those supportive services. He said they were proud of the design and have been working hard with the neighbors and the City, spending a lot of time and money to get to this point. He remarked the community would complete their continuum and would also frame

Oregon Street at the entrance of First Street. The residents that would be moving in to the units with full kitchens would be more active and it would bring more livability to walk and enjoy the unique living environment that downtown Sherwood provides in the Portland metropolitan area. He asked the Commission to approve the project as recommended.

Dean Masukawa with LRS Architects, 720 NW Davis Street, Ste. 300 Portland 97209 came forward and gave a presentation (see record, Exhibit 2). He said the site was composed of six lots totaling 5.11 acres with an existing memory care and assisted living on the north side of the site and an existing entryway off of Oregon Street containing three zones on the site; High Density Residential, Medium Density Residential High, and the Old Town Overlay. He said it was a challenging site to design, but the solution showed the 73 units of independent living with the addition to the assisted living. Mr. Masukawa said the project would maintain the existing parking on the east side and entry to the memory care. New access would be provided on the southwest with 80 parking spaces. He noted the maximum density was around 107 and the low side was 73 and the project was designed to the low end and not to overbuild the site. He indicated there was a good balance of parking with 100 spaces where the minimum parking for the project was 69 spaces.

Mr. Masukawa showed access to the site from the pear-about on Oregon Street into the west parking lot and said a new entry to the addition was being provided so residents would not have to travel long distances to get to the building. As part of the proposal, the applicant would provide a public plaza they viewed as a gateway to the neighborhood with low landscape walls, landscaping, walkways, and lighting. He noted that the building was intentionally set back more to relieve the scale to pedestrians in the public plaza that would help with the perception of the building along Oregon Street. He said in the meeting with city staff pedestrian access was discussed and, as a result, the proposal would use the two established crosswalks at the pear-about off of Ash Street and First Street.

Mr. Masukawa showed the three stories of the independent living in levels and a view of the new independent living structure from the southeast. He said it could have been a long monotonous elevation, but it had been broken up with complicated roof lines, varied eaves, gables resembling the existing building on site, columns, decks, and wall articulation. From the parking lot side he pointed out the new two-story assisted living portion of the proposal and said the dining, kitchen and delivery and the required firetruck hammerhead turnaround would be centrally located. He said the outdoor space where the hammerhead was located had been designed to be an active space. A large tree, near and dear to The Springs, was retained and the dining hall was designed to face the tree. What could have been a plain firetruck turnaround was turned into an amenity with outdoor seating, fire pit and trellis. Mr. Masukawa showed views of the independent living structure and listed the stone veneer, entry, and elements similar to the existing building like the siding and stone. He pointed out the public plaza that would be a gateway and said the area was intended to be like a front door to the project and it should feel like an integrated space. He said the project had been submitted to the Planning Department three times and been withdrawn by the owner and that it spoke to the owner's ability to stop and listen to the community, staff and neighbors to do the right thing by holding many neighborhood meetings to that effect of a project with the outdoor garden, respect to density and not trying to overbuild and it will be a great addition to the City of Sherwood and The Springs Living.

The applicant had 18:02 left for rebuttal. Chair Simson asked for public testimony.

William Montgomery, said he was Vice President of Sherwood Main Street, an organization to help businesses in Old Town, for about seven years. He explained Sherwood Main Street had a few key pursuits to deal with traffic, parking, and to encourage people to shop in Old Town. He thought from the standpoint of parking and traffic the project had zero impact as far as he could see because there was plenty of parking for all of the residents. Secondly, the residents were independent and were free to walk into Old Town to help it survive. Sherwood Main Street members were pumped about the project and very much in favor of it.

Andrea Stone, Tigard resident said she worked in Sherwood and was on the board for Sherwood Main Street.

She had seen a presentation of The Springs project at a general meeting and she wanted to share the enthusiasm received from a number of business owners who were very excited about the influx of new residents that would be a vibrant part of the community. She spoke of new library memberships and participation in the civics of the town, enhancing things like our Sherwood Arts Center. Ms. Stone said she understood this was a necessary next step for a lot of Sherwood residents that would be afforded the opportunity to move from single family homes to a supportive environment like senior living for that continuum of care ongoing. She supported the project.

Chair Simson asked how many people attended the Sherwood Main Street meetings and if it was only businesses or regular home owners. Ms. Stone answered that Sherwood Main Street was designed to help enhance our downtown here and the meeting was targeted to main street businesses so they were generally attended by business owners, many of them residents of Sherwood. About 18 people typically attend meetings.

Gary Rychlick said he was long time Sherwood community member, member of the Sherwood rotary club and the Chamber of Commerce. He had three family members that had lived in The Springs facilities including his grandmother, mother-in-law and mother. His mother was excited by the possibility to move back to Sherwood where she had lived for 50 years. Mr. Rychlick said his experience with The Springs had been fantastic for his family members. As a member of the Sherwood Chamber of Commerce, he thought this amount of people living in the downtown core area would see opportunities within walking distance in the form of shopping and that it was something that Old Town Sherwood was sometimes lacking. He said it would be a shot in the arm for people wanting to spend afternoons, evenings, and weekends within walking distance of home.

Larry Purcell, Sherwood resident and pastor of New Life Family Center/Church next to the project site said his church would be a direct neighbor to the proposed project and he was in favor of it. He did not think it would affect them except in a positive way. As a pastor, he witnessed everything from birth to death and living in Sherwood just short of five years he has heard wonderful memories of growing up from the people of Sherwood and he thought the senior living expansion would be a great asset to the community if people could spend their ending days in the community that they loved. Mr. Purcell related that his wife had worked off and on in the industry from memory care to assisted living and had parents who live in one. He said it was important to have quality care and what the applicant did not know was that he had done a personal investigation so he could back The Springs in good conscience and found they provided great care here. He explained that his wife had worked in a different care facility last year where that was not the case, but residents were mistreated and not taken care of. He said he could back the springs 100% and thought it would be a great addition, a great neighbor to the church, and was in favor of it.

R. Claus, Sherwood resident, came forward and said he was confused. He worked for HUD on asset transfers for congregate care centers. He applauded the ownership if it was a congregate care center, but they were frequently sold. Mr. Claus said he had not heard the term congregate care center used at the hearing and they had an interesting history. He commented it was a little bit like the Walmart discussion, where it wasn't Walmart. He asked the Commission if they were aware the reason they took down the historic theater was because they needed parking for this city hall and commented the city manager paid the ultimate price for it by moving on. Mr. Claus said he did not know if he was in favor of this or not, but he did not like misnomers. Nor did he like 20 units an acre when there was already a parking shortage and always had been in downtown. Mr. Claus said anyone who was trying to get a permit would be a fool if they talked about using a mixed use and different traffic. He did not care what the Commission decided because for some time Sherwood has drifted from being a central business district oriented town with neighborhoods to a set of districts and neighborhoods. He said the reason he took the time to tell the Commission this was because this Planning Commission has had some hand in that. Whether they knew it or not Sherwood shifted from a mixed central business district and was turning it into a mixed neighborhood. Mr. Claus said if a congregate care center was put in, as proposed, he would want to know exactly what he was getting. That was what started the asset transfers; the mixed uses. He said he was sure the applicants knew what they were going to do and the traffic they were going to bring in. Mr.

Claus commented that what he heard in the presentation was so mixed, it might not be what it seemed. He suggested the Planning Commission get more detail about what kind of congregate care it was and what assisted living really meant.

With no other public comments, Chair Simson asked for applicant rebuttal.

Fee Stubblefield explained that congregate care was a term used a long time ago meant to congregate people which included more of a central dining and kitchen and was not the same as assisted living. He said The Springs was a leader in senior housing in the state of Oregon and was a model in the United States for the kind of care as well as how Medicaid dollars are used to care for seniors; to provide a backstop and safety net in case you run out of money. The community in Sherwood was licensed by the State of Oregon and a very well-known assisted living and memory care community. He said the proposal was to add independent living apartments plus a new kitchen and a dining room with other activity areas. More parking will be provided. Mr. Stubblefield said he built his first community in 1998 and still owned it, he has never sold a building, and it was not in his plan. That was what has been done for the last 21 years.

Dean Masukawa added that the Comprehensive Plan indicated there was a need for senior housing in the area and this directly addressed that. He said the existing memory care and assisted living parking draw was minimal but have provided 100 parking spots where 69 were required. Memory care residents were not allowed to have cars. The sad fact was that they do not get many visitors.

Chair Simson asked for questions for the applicant from the Commission.

Commissioner Kai asked if there was any existing data from other properties or Sherwood about people who were intending to live in the property or a percentage from outside the area that tend to come to the facilities. Mr. Stubblefield replied for independent living they look at trying to get enough apartments to get some energy and so people can build relationships and when they plan through a demographic analysis to decide how many units to plan for the result was that most of their facilities have about 75 units of independent and between 20-30% will move from the outside area with some communities a little higher. Also quality options for older adults was actually a deciding factor in people choosing to move to the area, because families are spread out across the country and when there was a need for somebody to get support and services they would look for family members that live in an area or families considering moving into an area like Sherwood they will look around for a place for their parents to live. Mr. Stubblefield noted that all of their communities have had a positive impact on the overall property values.

Commissioner Kai asked about the traffic impacts. **Todd Mobley**, Traffic engineer with Lancaster Engineering on behalf of the applicant, responded that the traffic study in the packet had detailed the different uses, but in general the trips generated were low compared to other residential uses and they had done trip generation studies at other similar facilities to validate the national trip rates. He pointed out the traffic trend did not align with morning traffic, but was more of a midday peak and the overall trip generation was lower than standard apartments or detached single family.

Commissioner Meyer asked about providing transportation for residents. Mr. Stubblefield responded that a lot of residents faced the reality that they would lose their license soon if not already and a lot of their decisions were based on transportation. The Springs Living has recognized that and provided multiple opportunities to move people around and make it easier for residents, including a couple of vans on site to accommodate trips both on a schedule and on demand.

Chair Simson confirmed that the applicant was in agreement with all of the conditions as outlined by staff. She asked about condition A.29 on page 82 of the packet regarding the removal of the concrete paving and monuments at the pear-about. Mr. Masukawa confirmed the removal of the monuments on site and said the area would be landscaped with the required sidewalk with for Old Town and transition to the paved driveway and the driveway for the single family home.

Chair Simson asked about a crosswalk on Oregon that has been alluded to and referenced Condition A.32. Mr. Masukawa said a crosswalk on Oregon Street has been proposed, but the City Engineer and staff were not in favor as the applicant's engineer was. Chair Simson explained that the condition required the installation of the crosswalk to be a separate action.

Chair Simson asked about a condition of the fence for the single family home, because the applicant's testimony indicated there would be additional fencing and screening, but there was not a condition for it. Mr. Masukawa explained that a privacy fence would be provided between the neighbor and the entry drive. That would leave an errant triangle of land that would be granted use as a side yard to the neighbor. He said eight feet of the neighbor's driveway would also be paved to allow extra parking. Chair Simson asked if that was conditioned appropriately. Mr. Straite responded that a condition of approval outlining the points had been drafted, but all the details were drawn on the plans and would be confirmed at final site plan. The condition of approval was redundant.

Chair Simson asked about parking. Mr. Straite explained that a portion of the assisted living and memory care were not considered a dwelling unit and did not have parking requirements. The area in the Smockville portion of the Old Town Overlay also had no required parking. Of the rest of the independent living dwelling units, 20 spaces were required for the two bedroom units (13) and 38 spaces were required for the one bedroom units (30), plus 15% for visitor spaces, equaled 69 spaces required; 102 would be provided.

Commissioner Kai asked who used the existing parking. Mr. Stubblefield responded that the required parking for a use like a memory care facility factored in staffing, which was a majority of the parking, and visitors. In the entire site it would be parking for residents, staff and visitors. He said his facilities typically had more required parking to retain a good relationship with the neighbors; they exceeded the Code and had worked hard to find the right balance of parking to the point of reducing the number of units and in his experience this was exactly what was needed.

Chair Simson asked if there was any parking on the private street and if the private street parking would be removed or were the 20+ spaces that were not counted towards the required parking remain. Mr. Straite clarified that the applicant was not proposing changes to the street on the east side. Mr. Stubblefield said they had worked closely with the church to alleviate parking concerns, including not allowing staff to park on the street and encouraging visitors to park on site. He said they did not support parking on the street and had directed that the entrance not have any impact on that side of the street. When the property was purchased they had not realized the sensitivity, but had not received any comments from the church at the neighborhood meeting nor with a special letter sent to them to make sure the church did not have any other concerns.

Commissioner Kai asked about the small triangle of property next to the single family home. Mr. Stubblefield clarified that property access would be granted in the form of a license that would run with the property. He confirmed the fence and landscaping were on the plans and would be maintained by The Springs.

Chair Simson closed the public hearing and asked for staff comments.

Bob Galati, City Engineer read condition A.32 *Prior to Sherwood Engineering Department approval of the public improvement plans, if the developer wishes to pursue a sidewalk crossing on SW Oregon Street then a pedestrian crossing study will need to be performed. A sidewalk crossing may only be installed at the approval of the City Engineer.* He said he was not closing it down nor saying it was not a good idea to have the crossing, but it was a more complex issue. He acknowledge the desire to move people to the pedestrian corridor and that crossing Oregon Street was the shortest distance. He said the issue was that it would act as a mid-block crossing, not at an intersection. A mid-block crossing typically had a signalized crossing and to put a signal in there it had to meet signal warrants which were not provided. He said the City would keep the door open for the possibility because there was a desire to have connectivity to the pedestrian corridor from the independent living for residents to be able to walk to the

downtown area much easier than crossing Oak Street then First Street. Mr. Galati wanted to ensure it was safe and said he was reluctant initially, because it would be a mid-block crossing with continuous traffic at a point where traffic was looking multiple directions. The City wanted a more stringent review about what was going to be provided at that location and he was willing to allow the applicant to do that.

Commissioner Kai commented on the potential for townhomes on the other side of Oregon Street. Mr. Galati responded that a burden could not be placed on what was going to happen in the future on this developer.

Chair Simson called for a recess at 8:30 pm and reconvened at 8:35 pm.

The following motion was received.

Motion: From Commissioner Lisa Walker to recommend approval of PUD 16-01/ CUP 16-01/ LLA 16-02 the Springs Living Addition based on the adoption of the staff report, findings of fact, public testimony, staff recommendations, agency comments, applicant comments and conditions as noted in the staff report. Seconded by Commissioner Michael Meyer.

Chair Simson commented that she had concerns about the height, but she felt less anxious about it because 40 feet was allowed in most of the area. There were some parts of the building greater than 40 feet, but the overall average would be 39 ½ feet, which our Code allowed. In addition, the design was stair stepped with other architectural features to make it look more pedestrian in scale from the outside. She said her other concern was counting the units, but as the applicant had received an administrative decision that says if it did not have a kitchen it did not count toward density. Chair Simson wanted to look at that when the community began to update the Comprehensive Plan and what it meant overall units in an assisted living facility were not counted as dwelling units for both parking purposes and for density. The density of how many people will live there was greater than the density we count because of how it was counted. She acknowledged the applicant meeting the lower density and the difficulty in achieving that with height and setback requirements. She thought it was a great design and hoped it would fit well within the community.

Commissioner Kai commented on his concerns for the scale and recognized the effort put into breaking up the structure to ensure it had as small a visual impact as possible using the additional setbacks and orientation on the property. In his experience in other communities he was used to developers trying to over get what they could, knowing they would be scaled back. He commented it was refreshing to see a design that was thoughtful to the existing community.

All present Planning Commissioners voted in favor of recommending approval to the City Council (Vice Chair Griffin had recused himself).

Chair Simson noted the City Council hearings set for March 21 and April 4, 2017 would be a de novo hearing and would accept testimony. Comments would be accepted by staff and the City Council up to the close of the second hearing.

Vice Chair Griffin returned to the dais.

c. Public Hearing – PA 17-01 Townhomes in Old Town Text Amendment (Connie Randall)

Chair Simson noted this hearing was a legislative action and read a different public hearing script. She said as it was legislative, ex parte, bias or conflicts of interest did not need to be stated. She related the Planning Commission would be making a recommendation to the City Council the final hearing authority for this action and any appeals would go to the Oregon Land Use Board of Appeals (LUBA).

Connie Randall, Planning Manager gave a presentation of the staff report (see record, Exhibit 3). She showed the location of the Old Town Overlay and pointed out the two sections of Old Town Overlay; Smockville and the Old Cannery Area. She said the Old Cannery area was mostly on the southeastern side of the railroad tracks,

except for City Hall and the adjacent property to the northeast.

Ms. Randall explained the need for a plan amendment came up when staff was reviewing a townhome application that had raised questions about which standards were applicable and what process the applicant needed to follow. Staff found that townhomes were permitted with a Conditional Use Permit (CUP) in the Old Town Overlay subject to Chapter 16.44 Townhomes. This Chapter dictated that townhome development could be located on property zoned Medium Density Residential High (MDRH), High Density Residential (HDR) or in other zones as specified by an approved Planned Unit Development (PUD). The City Attorney directed that any application in Old Town would need to apply for a PUD if proposing townhomes on property zoned other than MDRH or HDR. Ms. Randall reported that staff looked at the legislative history and did not believe the intent was to require both a Conditional Use Permit and a Planned Unit Development. She said PA 05-04 was a text amendment to review historic resources and was initiated to address the role of the Landmarks Advisory Board, to review [Old Town] standards and to discuss the historic preservation program. Concurrently, the Cannery Redevelopment project was considering the inclusion of a townhome component and the City Manager's Office requested that the text amendment be expanded to allow for townhomes in the area which was being considered by the Planning Commission at the time. Ms. Randall pointed to an email from the Planning Director (at the time) containing the City Manager's request and the Planning Commission minutes, dated February 28, 2006, from the hearing where the issue was discussed (see packet, Exhibits E-F). The result was a conditional use allowed townhomes subject to Code (2.204 in 2005, 16.144 now). In addition, garages were required to be alley accessed and the Retail Commercial (RC) zone setback standard could be used in lieu of other applicable standards. Ms. Randall stated staff believed the records showed the intent was to allow townhomes in the RC zone in the Old Cannery area with a CUP. Ms. Randall explained the Townhomes Code Section (16.44) was never discussed as part of the text amendment, which staff believed was an oversight. The townhomes section was not changed to allow townhomes in Old Town in the specific instance, but should have been. She pointed out that the purpose and intent of today's text amendment was to clean up the Code to make it more clear, to implement the Planning Commission and City Council intent as staff understood it based on a review of the records, and to establish a clear process with standards for the development of townhomes in the Old town Overlay district.

Ms. Randall said there were two sections of Code that were proposed to be changed. The first was to amend Section 16.44 (Townhomes) to say that townhomes were permitted in MDRH, HDR, other areas as specified in approved PUD, or as a Condition Use in the Old Town Overlay district. Chair Simson expressed concern that the intent was to allow townhomes in the Old Cannery area and not in the entire overlay district and said it would add confusion. Ms. Randall noted that there were not separate chapters in the Code that dealt with Old Cannery vs Smockville; we have one, the Old Town Overlay district so that was the technical name of the district and within the district there were the sub-areas of Old Cannery and Smockville. She asserted the clarity was in looking at the Old Town districts standards section, but suggested it could be noted in both sections. The new code language was changed to read *as a Conditional Use on property zoned RC in the Old Cannery area of the Old Town Overlay district.*

Commissioner Kai asked if townhomes would be allowed in the Smockville area of Old Town. Ms. Randall responded that it would depend on which area in the Smockville area it was. If it was in MDRH or HDR, it was a permitted use. In an RC zone, the Code allowed multi-family development subject to HDR standards as a secondary use with a primary commercial component. The secondary use could be above, below, beside, or behind the primary use. Ms. Randall said what would not be allowed in Smockville was a stand-alone townhome development. The proposed text amendment would allow a stand-alone development on RC zoned property in the Old Cannery Area, not the Smockville area. She pointed out that any area in the city that had MDRH or HDR zoning could have a townhome development and any area zoned RC could have townhomes or multi-family as a subsequent part of a mixed used development. The one exception was only in Old Town on RC zoned property in the Old Cannery Area; the proposal was not to change anything currently allowed in Smockville.

Ms. Randall showed the amended language for Conditional Uses in the Old Town Overlay and said the text

amendment would clarify that townhomes on property zoned RC in the Old Cannery area were permitted with a Conditional Use, subject to HDR standards. She explained the townhome standards had different design and development standards and densities that applied depending on the zone. Clarifying the use of HDR standards was consistent with what was allowed with multi-family or townhome developments in the rest of the city. It also established density and design standards, as well as where in Old Town it could occur. Chair Simson said properties in the Old Cannery area would have the same setbacks as any other HDR property if it was developed as a townhomes. Ms. Randall confirmed with the exception that if there were garages they were to use alley access, because that was more consistent with Old Town design standards and that RC zone setbacks could be used in lieu of other applicable standards.

Ms. Randall stated that Planning Commission Work Sessions were held on January 10, 24, and February 14, 2017. The Department of Land Conservation and Development (DLCD) and other agencies had been properly noticed with no comments received. Public notice was posted and notice to every property owner within the Old Town Overlay was provided resulting in one call requesting clarification about where it would apply. The caller was concerned about an HDR zoned property in the Old Cannery area where townhome development was already allowed and the text amendment did not affect the rights of that property.

Ms. Randall said a required findings for text amendments were to determine an identified need. She said the City needed to clarify what the Code said, to ensure the intent was made, and that the text amendment was consistent with the goals and policies of the Comprehensive Plan. She said the City was not proposing any changes to the Comprehensive Plan goals or policies, just trying to clarify the intent of the Code and where it applied. The text amendment was also consistent with state statutes and Metro regulations. Ms. Randall pointed out that Metro's Urban Growth Management Functional Plan wanted to encourage a variety of housing in town centers; Old Town is part of the Sherwood Town Center Plan and Metro wanted to encourage a variety of housing and this helped the City accomplish one of those goals. She said the text amendment was consistent with the statewide planning goals; one of the most important being public involvement. She reminded the Commission that three work sessions were held where public comment was at allowed at all three and there would also be opportunities for public comment at the public hearing tonight and would be accepted at the two City Council hearings. Ms. Randall said there was a required finding that demonstrated Transportation Planning Rule (TPR) consistency, a state regulation requiring cities to ensure plan amendments were consistent with existing transportation network facilities and systems. She said the amendment would not change anything but clarified where and what development standards applied, therefore there is no effect on the transportation facilities.

Staff recommended the Planning Commission hold a public hearing and forward a recommendation of approval to the City Council. She offered to answer questions.

Chair Simson asked for public testimony.

R. Claus, Sherwood Resident commented on the book Learning from Las Vegas by Robert Venturi about the trouble with modern design. He said he made a presentation years ago in Philadelphia on a design review standard and Louis Kahn voted for the hotel because they were casino specialists and they knew what they were doing. Mr. Claus commented that a graduate school exam was to look at a pattern book and identify the culture, the year the building was built, and what country it was from and said pattern books were useful for one reason only, to prove you can identify the architecture. He said this was a pattern book, not design review and would specify through a Zoning Code what was wanted in the building, but that was what a Building Code was for as updated in Whittier California by the International Conference of Building Officials (ICBO). Mr. Claus said the reason he started off with Venturi was the Planning Commission was trying to say what you want to look at and suggested a general outline was wanted with a hearing examiner, which he said was staff, to say how that was met on a building. He commented the design the Commission saw was straight lower category design or "Walmarty". He said it was not a design review manual it was to specification Code and if the Commission wanted to be anti-design they should adopt this. Mr. Claus suggested a design that was on a theme was wanted, so when the next builder came in he could look at the manual and then tell if he met that. That way you were

not preventing new materials, innovative design, nor prescribing from someone who was not trained in design what to do. He said his point was that this was not design review, it was specification and even the Building Code had performance standards. He suggested you don't have to do the Building Code if you have structural engineering that met the code. Mr. Claus put forward that the Planning Commission had never sat down and talked about what Smockville should look like, but it looked like that mess over at Walmart. He commented that Walmart had one of the finest ecologically designed buildings in the world and Sherwood never asked for it, yet their water was dumped into the refuge and polluted it.

Jim Fisher, Sherwood business owner, came forward and thanked staff for the hard work to draft the text amendment and the Planning Commission for donating their time to make this city a better community. He said he moved his business into Sherwood in 1983 which was originally in the location of city hall, subleased from Sherwood Lumber Yard, then purchased the property directly east of City Hall in 1986. He stated it was exciting to see the growth in the 30+ years in Sherwood and he thought it had grown well. After purchasing the property his intent was to run the business until it was sold and to develop the property. Mr. Fisher said the business was sold eight years ago and there had been three different plans from different design professionals and the last one felt like met the needs of the community. He said the community needed a variety of housing and townhomes would help do that. Mr. Fisher said if the process moved forward it would make it easier to build townhomes in the Cannery Overlay area.

Susan Claus, Sherwood resident, asked to look at the modified language from Section 16.162 and asked about the Smockville district, saying it was right next door where the assisted living was located. She said there was an emphasis on creating a pro-active and reasoned structuring of the landscaping at the entrance to Old Town and she thought there was a need to keep that in mind, because part of her objection was that if property in the Old Cannery area was allowed to have a zero setback there would be townhouses right up against the road when across the street the care center facility was ensuring a beautiful streetscape as an entrance to Old Town. Ms. Claus said what was being done with the proposed language would allow for a zero setback for the townhouses that were upcoming. She thought it was a problem, talked about all the time, regarding Code changes where one tweak confounded what was trying to be done for the district. Ms. Claus commented that with as small as the Old Cannery area was, the rest of it was the Cannery PUD area on the other side of the railroad tracks so basically the Code change was being made at a community level for one property and one property owner. She said it would allow townhouses which would be right up against the sidewalk all the way to the edge at a zero setback which she thought was incorrect for townhouses. Ms. Claus said the whole back rim of the townhouses were going to have a zero setback from the railroad track. She commented that City Hall had been designed recognizing the impact of the railroad track and was made of brick with a few very long lighted windows that could not open. She thought the City should be careful about proposing something on a case by case basis and saying there was a mistake made 10 years ago should be remembered. Ms. Claus said the problem was the RC property in Smockville could have townhomes as a secondary use to commercial and what was being done was taking out the RC zone. She advised to have the applicant submit an application to change the zone to HDR or something else, but this would take out a critical core of commercial for the Old Town district and allowing residential townhouse with all of the benefits of RC zoning without the setbacks that were normal for residential. She said it was allowing townhouses as a primary use, instead of a secondary use, and she did not think that was proper. She suggested the Planning Commission needed to think about it a little bit more, perhaps removing the setback standards and addressing the railroad track.

Chair Simson asked for a rebuttal.

Ms. Randall wanted to clarify that the intent of the text amendment was to identify where townhomes could be located in Old Town and to identify what standards applied. No changes to any standards, design standards or modifications were being proposed. Those already existed. If the Commission felt the standards were inappropriate or not achieving the objectives of either the Sherwood Town Center Plan, the Old Town Overlay district, or the Comprehensive Plan that would be an appropriate discussion to have outside of this hearing. She said it would benefit the community to have a broader discussion, but her understanding in reviewing the record was that there had been a lot of thought put into the townhome standards when they were created and there

was a lot of thought and discussion put into the Old Town Overlay and what design characteristics the Commission and the City wanted in the Smockville area vs the Old Cannery area at the time. She pointed out on the zoning map all the commercially zoned properties in the Old Cannery area and it was not a single property. She explained that there were properties in that area that had a PUD, but there were other properties that were not subject to the PUD that could benefit from the proposal. The text amendment was intended to clarify where in Old Town we wanted to see townhomes as a stand-alone option.

Commissioner Kai asked about the commercial properties within the PUD. Ms. Randall explained that the text amendment would apply to all RC properties. That particular PUD had maxed out all of their residential units so even if they wanted to, they could not do any more residential development of any type, whether on the RC zone or HDR. The only development that could go on the vacant parcels in the PUD without a major amendment to the PUD would be commercial development. She said not everything south of the railroad track was subject to the PUD, there are properties outside the PUD.

Chair Simson ask for clarification that the setbacks were defined in the overlay district or the HDR standards or the townhomes standards.

Ms. Randall said all of the above and the additional language about garages using alley access and RC zoned setbacks standards may be in lieu of other applicable standards was specifically put in the 2005 text amendment. She noted if the Commission wanted to consider a change it was not something staff was proposing as clean up. She suggested it could be addressed though the Comprehensive Plan Update or in another amendment. Chair Simson did not want to make changes to the intent of the original code, because those should be made through the Comprehensive Plan or a much larger public involvement process.

Ms. Randall explained even though zero lot line setbacks were allowed, through the conditional use permit process the Commission had the ability to say if it was an appropriate use and if it was compatible with what the City wanted to see in Old Town. She said it was not granting outright permission. While it does allow for that provision to utilize the RC standards the Commission still had the ability to say on a site specific basis if it was appropriate. Chair Simson noted the conditional use criteria examined how it affected neighborhoods and the community and would allow the Commission to look at the setbacks. Ms. Randall said it gave the Commission the ability to look at this particular location and determine it was not the same as the other RC areas in the City and it might have different needs and buffering.

Commissioner Kai asked for clarification of primary and secondary uses and of the text amendment removed the need for residential to be secondary on RC. Ms. Randall answered that what it would allow through the use of a Conditional Use Permit on property in the Old Cannery area of Old Town zoned RC to develop entirely with townhomes and no commercial. It does not preclude them from having some commercial, it does not have to meet the test of being solely secondary to commercial. She said there could be a small commercial component and a larger townhome development and this would allow it. She added that it gave more flexibility for townhome development; it would allow 100% or less and removed the restriction that it had to be secondary to commercial. Through the CUP process, the Commission still had criteria to judge if it was a compatible use, in the right place, and at the right scale.

The following motion was received.

Motion: From Commissioner Lisa Walker to recommend approval of PA 17-01 Townhomes in Old Town Text Amendment based on the staff report, findings of fact, public testimony, staff recommendations, agency comments, applicant comments as given and revised tonight. Seconded by Commissioner Justin Kai. All present Planning Commissioners voted in favor.

7. Planning Commissioner Announcements

Chair Simson asked for any announcements.

Lisa Walker asked if any applications had been received for the upcoming Planning Commission vacancy. Ms. Hajduk said the Planning Commission terms were ending for Chair Simson and Commissioner Meyer and they could ask to be considered for re-appointment. The process was that the City would ask for applications and consider all applicants. A recruitment closed in December so those applicants would be considered.

Ms. Hajduk said there was a staff position recruitment for a Senior Planner for a limited duration and an Associate Planner position that recently closed. There were a fair number of applicants.

Chair Simson adjourned the meeting at 9:23 pm.

Submitted by:

Kirsten Allen, Planning Department Program Coordinator

Approval Date: _____

Staff Report

April 4, 2017
File No: MMSP 17-01

Cannery Square Restroom modification to SP 10-02 and CUP 10-01

**TO: Landmark Advisory Board/
Planning Commission**

App. Submitted: January 27, 2017
App. Complete: February 17, 2017
Hearing Date: April 11, 2017
120 Day Deadline: May 17, 2017

From:



Matt Straite
Contract Planner

Proposal:

Minor Modification to a Site Plan No. 17-01 (MMSP 17-01)

The Applicant seeks approval of a minor modification to the Cannery Square site plan. The modification would include the addition of a "Portland Loo" style single restroom facility on the southeast corner of the site. The restroom is just under 60 square feet in size and will utilize existing utilities. The Applicant seeks approval for the proposed improvements through a Type I Minor Site Plan Modification (MMSP) which requires a hearing before the Landmarks Advisory Board, which is also the Planning Commission.

I. BACKGROUND

- A. Applicant/Owner: City of Sherwood
22560 SW Pine Street
Sherwood, OR 97140
- Applicant's Representative: 3J Consulting, Inc.
5075 SW Griffith Drive, Suite 150
Beaverton, OR 97005
- Contact: Heather Austin, AICP
- B. Location: 22622 SW Pine Street. Tax Lot 8700; Tax Map 2S132BD08700.
- C. Parcel Size: The subject site is 12,005 square feet in size.
- D. Existing Development and Site Characteristics: The project is site currently developed with a City park/plaza that is comprised of mostly hard surface pavers, fixed benches, canopy

awnings, and lighting. The site features some minor landscaping, including a small grass area. Access to the site is from SW Columbia Street and SW Pine Street which border the site. There are no fences surrounding the site except for a 4 foot chain link fence on the northeast edge. The site is generally square, situated diagonally to match the streets.

- E. Site History: In 2010, the City approved the Cannery Planned Unit Development (PUD), a mixed-use public-private partnership between the City and Capstone Partners, LLC. The PUD includes land designated for residential uses, commercial uses and civic uses. One such civic use is the Cannery Square, a 12,005 square foot lot designated for a public plaza. The Cannery Square Plaza site plan and conditional use permit were approved in 2010. The plaza has since been constructed and is heavily used by Sherwood residents and visitors, particularly in the warmer months and during the holidays, when the City's Christmas Tree is located in the plaza.
- F. Zoning Classification and Comprehensive Plan Designation: The Zoning and Comprehensive Plan designation on the site is Retail Commercial (RC) with a Planned Unit Development (PUD) Overlay. The site is also within the Old Town Overlay (OT) Area.

Adjacent Zoning and Land Use: The property to the north east, south west and south east of the site is zoned Retail Commercial (RC) with a Planned Unit Development Overlay (PUD), and the Old Town Overlay (OT). The property to the north west is zoned Retail Commercial (RC) within the Old Town Overlay (OT). To the southwest is the performing arts center, to the south east is vacant land, to the north east is existing multifamily, and to the north west is vacant land, to the west is City Hall.

- G. Review Type: A MMSP is normally processed as a Type 1 Administrative review, the project is an alteration to an approved project within the Old Town Overlay which requires a hearing before the Landmarks Advisory Board (same body as the Planning Commission). Therefore, the decision will be made by the Planning Commission/Landmark Advisory Board as required by Sherwood Municipal Code sections 16.166.020.C and 16.168.010.3.A.
- H. Public Notice and Hearing: A neighborhood meeting was held on Wednesday, January 4, 2016, no one attended the meeting.

Notice of this application was mailed to property owners within at least 1,000 feet of the subject property on March 13, 2017, and posted on the property and in five locations throughout the City on the same day in accordance with Section 16.72.020 of the SZCDC. Notice was published in the Times (a paper of general circulation) on March 13, 2017 and in the Sherwood Gazette (a paper of local circulation) in the April edition in accordance with Section 16.72.020 of the SZCDC.

- J. Review Criteria: This project will be reviewed under Sherwood Comprehensive Plan Part 3, Zoning and Community Development Code, specifically sections 16.22 (Commercial Land Use Districts), 16.90 (Site Plan Review), 16.94 (Off-Street Parking), 16.92 (Landscape), 16.162 (Old Town Overlay District), 16.168 (Landmark Alteration).

II. PUBLIC COMMENTS

Public notice was mailed on March 13, 2017, and posted on the property in five locations throughout the City on the same day. As of the date of this staff report, staff has received no written comments from the public.

The public has been notified that comments are accepted prior to, and until the close of the Planning Commission public hearing.

III. AGENCY COMMENTS

Staff sent e-notice to affected agencies on January 27, 2017. No comments were received. Requested agencies included the Sherwood Engineering Department, the Tualatin Valley Fire and Rescue (TVFR), PGE, Washington County, Pride Disposal, METRO, ODOT, CWS, BPA, Kinder Morgan Energy, and NW Natural Gas.

IV. REQUIRED FINDINGS

A. DIVISION II - LAND USE DEVELOPMENT

16.22 – Commercial Land Use Districts

The RC zoning district provides areas for general retail and service uses that neither require larger parcels of land, nor produce excessive environmental impacts as per Division VIII.

FINDING: The Cannery Square is located within the Retail Commercial (RC) zoning district with a Planned Unit Development (PUD) overlay. The Cannery Square PUD was approved on March 3, 2010, designating this site for public open space. The Cannery Square Plaza site plan is a 12,005 square foot public park. This restroom addition to the previously approved and constructed public open space does not alter the use of this site, as previously approved. This standard is met.

16.22.030 Development Standards

No lot area, setback, yard, landscaped area, open space, off-street parking or loading area, or other site dimension or requirement existing on or after the effective date of this Code shall be reduced below the minimum required by this Code. Nor shall the conveyance of any portion of a lot, for other than a public use or right-of-way, leave a lot or structure on the remainder of said lot with less than minimum Code dimensions, area, setbacks or other requirements, except as permitted by Chapter 16.84.

B. Setbacks

Except as otherwise provided, the minimum required setbacks in the RC zone shall be:

- 1. Front yard: None, except that when the lot abuts a residential zone or public park property, the setback shall be a minimum of twenty (20) feet.**
- 2. Side yard: None, except that when the lot abuts a residential zone or public park property, the setback shall be a minimum of twenty (20) feet.**

3. Rear yard: None, except that when the lot abuts a residential zone or public park property, the setback shall be a minimum of twenty (20) feet.

FINDING: The proposed restroom will not affect the lot dimensions of the Cannery Square Plaza (City File Numbers SP 10-02 and CUP 10-01). There are no required setbacks as the site does not abut a residential zone or public park (it is a public park). These standards are met.

Height

Except as otherwise provided, the maximum height of buildings in the GC zone shall be fifty (50) feet, except that structures within one hundred (100) feet of a residential zone shall be limited to the height requirements of that residential zone.

FINDING: The restroom will be 13 feet high, well under the height limit of 50 feet for the RC zone. This standard is met.

16.90.030.A.2.d. Minor Modification Approval Criteria.

The review authority shall approve, deny, or approve with conditions an application for minor modification based on written findings that the modification is in compliance with all applicable requirements of the Development Code and conditions of approval on the original decision, and the modification is not a major modification as above.

As addressed in detail below, the request complies with the applicable requirements of the Development Code, and the modification is not considered a “major modification.”

FINDING: The application does not require a major modification since the proposed modification will not change the use, access, height, open space, or amend a prior condition of the original approval beyond the allowable thresholds in Chapter 16.90.030a.1 The location of the restroom facility will be on a portion of the plaza that is currently brick pavers. The restroom is an ancillary to the park use of the overall site and is considered part of the park. There were no conditions of approval specifically applied to the Cannery Square Plaza approval that would be changed by the addition of this restroom. The above analysis demonstrates that this proposal does not qualify as a major modification. Therefore, the minor modification standards are applicable as addressed below.

B. Division V- Community Design

The applicable provisions of Division 5 are discussed below.

Chapter 16.92 Landscaping

The applicable provisions of Chapter 16.92 include:

16.92.010 Landscape Plan

All proposed developments for which a site plan is required pursuant to Section 16.90.020 shall submit a landscaping plan which meets the standards of this chapter. All areas not occupied by structures, paved roadways, walkways, or patios shall be landscaped or maintained according to an approved site plan. Maintenance of existing not-invasive native vegetation is encouraged within a development and required for portions of the property not being developed.

16.92.030 Site Area Landscaping and Perimeter Screening Standards

A. Perimeter Screening and Buffering

1. Perimeter Screening Separating Residential Zones:

A minimum six-foot high sight-obscuring wooden fence, decorative masonry wall, or evergreen screen, shall be required along property lines separating single and two-family uses from multi-family uses, and along property lines separating residential zones from commercial, institutional/public or industrial zones subject to the provisions of Chapter 16.48.020 (Fences, Walls and Hedges).

- a. For new uses adjacent to inventoried environmentally sensitive areas, screening requirements shall be limited to vegetation only to preserve wildlife mobility. In addition, the Review Authority may require plants and other landscaping features in locations and sizes necessary to protect the privacy of residences and buffer any adverse effects of adjoining uses.
- b. The required screening shall have breaks, where necessary, to allow pedestrian access to the site. The design of the wall or screening shall also provide breaks or openings for visual surveillance of the site and security.
- c. Evergreen hedges used to comply with this standard shall be a minimum of thirty-six (36) inches in height at maturity, and shall be of such species, number and spacing to provide the required screening within one (1) year after planting.

2. Perimeter Landscaping Buffer

- a. A minimum ten (10) foot wide landscaped strip comprised of trees, shrubs and ground cover shall be provided between off-street parking, loading, or vehicular use areas on separate, abutting, or adjacent properties.
- b. The access drives to a rear lots in the residential zone (i.e. flag lot) shall be separated from abutting property(ies) by a minimum of forty-two-inch sight-obscuring fence or a forty-two-inch to an eight (8) feet high landscape hedge within a four-foot wide landscape buffer. Alternatively, where existing mature trees and vegetation are suitable, Review Authority may waive the fence/buffer in order to preserve the mature vegetation.

3. Perimeter Landscape Buffer Reduction

If the separate, abutting property to the proposed development contains an existing perimeter landscape buffer of at least five (5) feet in width, the applicant may reduce the proposed site's required perimeter landscaping up to five (5) feet maximum, if the development is not adjacent to a residential zone. For example, if the separate abutting perimeter landscaping is five (5) feet, then applicant may reduce the perimeter landscaping to five (5) feet in width on their site so there is at least five (5) feet of landscaping on each lot.

FINDING: The public improvements and landscaping related to the Cannery Square Plaza are fully developed and were designed to meet City standards. No additional improvements or alterations are proposed or necessary to add a restroom to the Cannery Square Plaza. These standards are met.

Chapter 16.94. Off-Street Parking and Loading

The applicable provisions of Chapter 16.94 include:

16.94.010 Off-Street Parking Required

No site shall be used for the parking of vehicles until plans are approved providing for off-street parking and loading space as required by this Code. Any change in uses or structures that reduces the current off-street parking and loading spaces provided on site, or that increases the need for off-street parking or loading requirements shall be unlawful and a violation of this Code, unless additional off-street parking or loading areas are provided in accordance with Section 16.94.020, or unless a variance from the minimum or maximum parking standards is approved in accordance with Chapter 16.84 Variances.

16.94.020 - Off-Street Parking Standards

Where square feet are specified, the area measured shall be the gross building floor area primary to the functioning of the proposed use. Where employees are specified, persons counted shall be those working on the premises, including proprietors, during the largest shift at peak season. Fractional space requirements shall be counted as a whole space. The Review Authority may determine alternate off - street parking and loading requirements for a use not specifically listed in this Section based upon the requirements of comparable uses.

FINDING: The addition of a restroom facility does not effect the parking requirements no additional parking is required. This standard is met.

C. Division IX- Historic Resources

The applicable provisions of Division 6 are discussed below.

16.162.060 - Dimensional Standards

In the OT overlay zone, the dimensional standards of the underlying RC, HDR and MDRL zones shall apply, with the following exceptions:

- A. **Lot Dimensions - Minimum lot area (RC zoned property only):** Twenty-five hundred (2,500) square feet.
- B. **Setbacks - Minimum yards (RC zoned property only):** None, including structures adjoining a residential zone, provided that Uniform Building Code, Fire District regulations, and the site design standards of this Code, not otherwise varied by this Chapter, are met.
- C. **Height -** The purpose of this standard is to encourage 2 to 4 story mixed-use buildings in the Old Town area consistent with a traditional building type of ground floor active uses with housing or office uses above.
Except as provided in Section 16.162.080, subsection C below, the maximum height of structures in RC zoned property shall be forty (40) feet (3 stories) in the "Smockville Area" and fifty (50) feet (4 stories) in the "Old Cannery Area". Limitations in the RC zone to the height of commercial structures adjoining residential zones, and allowances for additional building height as a conditional use, shall not apply in the OT overlay zone. However, five foot height bonuses are allowed under strict conditions. Chimneys, solar and wind energy devices, radio and TV antennas, and similar devices may exceed height limitations in the OT overlay zone by ten (10) feet.

Minimum height: A principal building in the RC and HDR zones must be at least sixteen (16) feet in height.
- D. **Coverage -** Home occupations permitted as per Chapter 16.42 and Section 16.162.030 may occupy up to fifty percent (50%) of the entire floor area of all buildings on a lot.

FINDING: There are no applicable Old Town dimensional standards to this application. The restroom will be an ancillary building to the Cannery Square Plaza and, therefore, the minimum height is not applicable. No home occupations will be located in the restroom facility. The applicable standards have been met.

16.162.070 - Community Design

Standards relating to off-street parking and loading, environmental resources, landscaping, historic resources, access and egress, signs, parks and open space, on-site storage, and site design as per Divisions V, VIII and this Division shall apply, in addition to the Old Town design standards below:

A. Generally

In reviewing site plans, as required by Chapter 16.90, the City shall utilize the design standards of Section 16.162.080 for the "Old Cannery Area" and the "Smockville Design Standards" for all proposals in that portion of the Old Town District.

B. Landscaping for Residential Structures

1. Perimeter screening and buffering, as per Section 16.92.030, is not required for approved home occupations.
2. Minimum landscaped areas are not required for off-street parking for approved home occupations.

3. Landscaped strips, as per Sections 16.92.030 and 16.142.030A, may be a minimum of five (5) feet in width, except when adjoining alleys, where landscaped strips are not required.
4. Fencing and interior landscaping, as per Section 16.92.030, are not required.

C. Off-Street Parking

For all property and uses within the "Smockville Area" of the Old Town Overlay District off-street parking is not required. For all property and uses within the "Old Cannery Area" of the Old Town Overlay District, requirements for off-street automobile parking shall be no more than sixty-five percent (65%) of that normally required by Section 16.94.020. Shared or joint use parking agreements may be approved, subject to the standards of Section 16.94.010.

D. Off-Street Loading

1. Off-street loading spaces for commercial uses in the "Old Cannery Area" may be shared and aggregated in one or several locations in a single block, provided that the minimum area of all loading spaces in a block, when taken together, shall not be less than sixty-five percent (65%) of the minimum standard that is otherwise required by Section 16.94.030B.
2. For all property and uses within the "Smockville Area" of the Old Town Overlay District, off-street loading is not required.

E. Signs

In addition to signs otherwise permitted for home occupations, as per Section 16.42.010, one (1) non-illuminated, attached, exterior sign, up to a maximum of nine (9) square feet in surface area, may be permitted for each approved home occupation.

F. Non-conforming Uses

When a nonconforming lot, use, or structure within the OT overlay zone has been designated a landmark as per Chapter 16.166, or when a nonconforming lot within the OT overlay zone is vacant, and the proposed change will, in the City's determination, be fully consistent with the goals and standards of the OT overlay zone and other City guidelines to preserve, restore, and enhance historic resources, nonconforming use restrictions contained in Chapter 16.48 may be waived by the Commission.

G. Downtown Street Standards

All streets shall conform to the Downtown Street Standards in the City of Sherwood Transportation System Plan and Downtown Streetscape Master Plan, and as hereafter amended. Streetscape improvements shall conform to the Construction Standards and Specifications, and as hereafter amended.

H. Color

The color of all exterior materials shall be earth tone. A color palette shall be submitted and reviewed as part of the land use application review process and approved by the hearing authority.

FINDING: The proposed restroom addition does not include any changes to off-street parking/loading, which were addressed with the Cannery PUD approval and subsequent

Cannery Square Plaza site plan. This site is not residential and therefore the residential landscaping is not required. No signs, non-conforming uses or changes to downtown streets are proposed. The proposed restroom facility will be earth toned. The applicable standards have been met.

16.162.080 - Standards for All Commercial, Institutional and Mixed-Use Structures in the Old Cannery Area.

The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes.

A. Building Placement and the Street. The purpose of this standard is to create an attractive area when commercial or mixed-use structures are set back from the property line. Landscaping, an arcade, or a hard-surfaced expansion of the pedestrian path must be provided between a structure and the street.

Structures built to the street lot line are exempt from the requirements of this subsection. Where there is more than one street lot line, only those frontages where the structure is built to the street lot line are exempt from the requirements of this paragraph. All street-facing elevations must comply with one of the following options:

1. Option 1: Foundation landscaping. All street-facing elevations must have landscaping along their foundation. This landscaping requirement does not apply to portions of the building facade that provide access for pedestrian or vehicles to the building. The foundation landscaping must meet the following standards:

- a. The landscaped area must be at least thirty (30%) of the linear street frontage.
- b. There must be at least one (1) three-gallon shrub for every 3 lineal feet of foundation in the landscaped area; and,
- c. Ground cover plants must fully cover the remainder of the landscaped area.

2. Option 2: Arcade. All street-facing elevations must have an arcade as a part of the primary structure, meeting the following requirements:

- a. The arcade must be at least four (4) feet deep between the front elevation and the parallel building wall.
- b. The arcade must consist of one or a series of arched openings that are at least six (6) feet wide. The arcade, or combination of them, should cover a minimum of sixty (60%) of the street facing elevation;
- c. The arcade elevation facing a street must be at least fourteen (14) feet in height and at least twenty-five percent (25%) solid, but no more than fifty percent (50%) solid; and,
- d. The arcade must be open to the air on 3 sides; none of the arcade's street facing or end openings may be blocked with walls, glass, lattice, glass block or any other material; and,

- e. Each dwelling that occupies space adjacent to the arcade must have its main entrance opening into the arcade.
- 3. Option 3: Hard-surface sidewalk extension. The area between the building and the street lot line must be hard-surfaced for use by pedestrians as an extension of the sidewalk:
 - a. The building walls may be set back no more than six (6) feet from the street lot line.
 - b. For each one-hundred (100) square feet of hard-surface area between the building and the street lot line at least one of the following amenities must be provided.
 - (1) A bench or other seating.
 - (2) A tree.
 - (3) A landscape planter.
 - (4) A drinking fountain.
 - (5) A kiosk.

FINDING: The restroom facility will be setback 5 feet from the street lot line, thus conforming to Option 3a. Option 3.b does not apply as there will not be more than 100 square feet of hard surface between the restroom and the street lot line. The standard for 3.a above is met, the standard for 3.b does not apply.

B. Reinforce the Corner. The purpose of this standard is to emphasize the corners of buildings at public street intersections as special places with high levels of pedestrian activity and visual interest. On structures with at least two frontages on the corner where two city walkways meet, the building must comply with at least two of these options.

- Option 1: The primary structures on corner lots at the property lines must be at or within 6 feet of both street lot lines. Where a site has more than one corner, this requirement must be met on only one corner.
- Option 2: The highest point of the building's street-facing elevations at a location must be within 25 feet of the corner.
- Option 3: The location of a main building entrance must be on a street-facing wall and either at the corner, or within 25 feet of the corner.
- Option 4: There is no on-site parking or access drives within 40 feet of the corner.
- Option 5: Buildings shall incorporate a recessed entrance(s) or open foyer(s), a minimum of 3 feet in depth to provide architectural variation to the facade. Such entrance(s) shall be a minimum of ten percent (10%) of the ground-floor linear street frontage.

FINDING: The restroom facility will not be located on a corner where the two city walkways meet. The restroom will be ancillary to the plaza/public open space

use and the nature of the structure as a restroom would not emphasize the corner in the way a commercial or mixed-use building would. This standard does not apply.

C. Residential Buffer. The purpose of this standard is to provide a transition in scale where the Old Cannery Area is adjacent to a lower density residential zone, outside the District. Where a site in the Old Cannery Area abuts or is across a street from a residential zone, the following is required:

1. On sites that directly abut a residential zone the following must be met:
 - a. In the portion of the site within 25 feet of the residential zone, the building height limits are those of the adjacent residential zone; and,
 - b. A 6-foot deep area landscaped with, at a minimum, the materials listed in Section 16.92.030B is required along the property line abutting or across the street from the lower density residential zone. Pedestrian and bicycle access is allowed, but may not be more than 6 feet wide.

FINDING: The site is surrounded by RC zoning and does not abut a residential zone. This standard does not apply.

D. Main Entrance. The purpose of this standard is to locate and design building entrances that are safe, accessible from the street, and have weather protection.

1. Location of main entrance. The main entrance of the principal structure must face a public street (or, where there is more than one street lot line, may face the corner). For residential developments these are the following exceptions:
 - a. For buildings that have more than one main entrance, only one entrance must meet this requirement.
 - b. Entrances that face a shared landscaped courtyard are exempt from this requirement.
2. Front porch design requirement. There must be a front porch at the main entrance to residential portions of a mixed-use development, if the main entrance faces a street. If the porch projects out from the building it must have a roof. If the roof of a required porch is developed as a deck or balcony it may be flat, otherwise it must be articulated and pitched. If the main entrance is to a single dwelling unit, the covered area provided by the porch must be at least six (6) feet wide and six (6) feet deep. If the main entrance is to a porch that provides the entrance to two or more dwelling units, the covered area provided by the porch must be at least 9 feet wide and 8 feet deep. No part of any porch may project into the public right-of-way or public utility easements, but may project into a side yard consistent with Section 16.60.040.

FINDING: The restroom building is not considered a “principal structure” in the Cannery Square, but rather an ancillary structure to the park use. The restroom does not have more than one entrance. The entrance does face a shared landscaped

courtyard, which is the plaza. The restroom structure is not residential and, therefore, the front porch requirement is not applicable. These standards do not apply.

E. Off-Street Parking and Loading Areas. The purpose of this standard is to emphasize the traditional development pattern in Old Town where buildings connect to the street, and where off-street vehicular parking and loading areas are of secondary importance.

1. Access to off-street parking areas and adjacent residential zones - Access to off-street parking and loading areas must be located at least twenty (20) feet from any adjacent residential zone.
2. Parking lot coverage - No more than fifty percent (50%) of the site may be used for off-street parking and loading areas.
3. Vehicle screening - Where off-street parking and loading areas are across a local street from a residential zone, there must be a 6-foot wide landscaped area along the street lot line that meets the material requirements in Section 16.92.020B.

FINDING: There are no proposed off-street parking and loading areas associated with the addition of a restroom to the Cannery Square. These standards do not apply.

F. Exterior Finish Materials. The purpose of this standard is to encourage high quality materials that are complementary to the traditional materials used in Old Town.

1. Plain or painted concrete block, plain concrete, corrugated metal, full-sheet plywood, fiberboard or sheet pressboard (i.e. T-111), vinyl and aluminum siding, and synthetic stucco (i.e. DryVit and stucco board), are not allowed as exterior finish material, except as secondary finishes if they cover no more than ten percent (10%) of a surface area of each facade and are not visible from the public right-of-way. Natural building materials are preferred, such as clapboard, cedar shake, brick, and stone. Composite boards manufactured from wood in combination with other products, such as hardboard or fiber cement board (i.e. HardiPlank) may be used when the board product is less than six (6) inches wide. Foundation materials may be plain concrete or block when the foundation material does not extend for more than an average of three (3) feet above the finished grade level adjacent to the foundation wall.

FINDING: This restroom structure will not include any prohibited siding materials. The structure is metal but is not corrugated metal or vinyl or aluminum siding. The building is made of stainless steel, a material not prohibited in the Old Town Cannery Area. While natural building materials are preferred, they are not required and staff and the applicant do not feel they are appropriate for a durable restroom facility. The Cannery Square Restroom Facility will be made of stainless steel in a powder-coated neutral, earth tone that matches the surrounding awning structures in the Cannery Square Plaza. Please see included color rendering, Exhibit A, Attachment G.

The stated objectives of the old Town Overlay District (Section 16.162.020 of the Zoning and Development Code) include:

- Encouraging development that is compatible with the existing natural and manmade environment, existing community activity patterns, and community identity; and
- Minimizing or eliminating adverse visual, aesthetic or environmental effects caused by the design and location of new development, including but not limited to the effects from:
 - The scale, mass, height, areas, appearances and architectural design of buildings and other development structures and features;
 - Vehicular and pedestrian ways and parking areas; and
 - Existing or proposed alteration of natural topographic features, vegetation and waterways.

The proposed addition of a small restroom structure to the Cannery Square Plaza constitutes development that is compatible with the existing environment, community patterns and community identity. The building will be colored so as to blend in with existing improvements within the Cannery Square. The earthen color, stainless steel construction and location of the facility outside of the pedestrian environment will ensure minimal adverse visual, aesthetic and environmental effects. The purpose of the facility is to allow greater comfort and flexibility to those utilizing the Cannery Square Plaza, thus enhancing community identity and activity patterns.

The requirements of this section have been satisfied.

- 2. Where there is an exterior alteration to an existing building, the exterior finish materials on the portion of the building being altered or added must visually match the appearance of those on the existing building. However, if the exterior finishes and materials on the existing building do not meet the standards of subsection F.1 above, any material that meets the standards of subsection F.1 may be used.**

FINDING: This proposal is not an exterior alteration to an existing building. This standard does not apply.

G. Roof-Mounted Equipment. The purpose of this standard is to minimize the visual impact of roof-mounted equipment. All roof-mounted equipment, including satellite dishes and other communications equipment, must be screened using one of the methods listed below. Solar heating panels are exempt from this standard.

- 1. A parapet as tall as the tallest part of the equipment.**
- 2. A screen around the equipment that is as tall as the tallest part of the equipment.**
- 3. The equipment is set back from the street-facing perimeters of the building 3 feet for each foot of height of the equipment. On corner lots with two street facing areas, all equipment shall be centered.**

FINDING: This proposal does not include any roof mounted equipment. This standard does not apply.

H. Ground Floor Windows. The purpose of this standard is to encourage interesting and active ground floor uses where activities within buildings have a positive connection to pedestrians in Old Town. All exterior walls on the ground level which face a street lot line, sidewalk, plaza or other public open space or right-of-way must meet the following standards:

1. Windows must be at least fifty percent (50%) of the length and twenty-five percent (25%) of the total ground-level wall area. Ground-level wall areas include all exterior wall areas up to nine (9) feet above the finished grade. This requirement does not apply to the walls of residential units or to parking structures when set back at least five (5) feet and landscaped to at least the Section 16.92.030C standard.
2. Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows set into the wall. The bottom of the windows must be no more than four (4) feet above the adjacent exterior grade.

I. Distinct Ground Floor. The purpose of this standard is to emphasize the traditional development pattern in Old Town where the ground floor of buildings is clearly defined. This standard applies to buildings that have any floor area in non-residential uses. The ground level of the primary structure must be visually distinct from upper stories. This separation may be provided by one or more of the following:

1. A cornice above the ground level.
2. An arcade.
3. Changes in material or texture; or
4. A row of clerestory windows on the building's street-facing elevation.

FINDING: The intent of these sections is to regulate and guide the development of multi story buildings in Downtown. Thus, most do not apply to the small restroom facility proposed. However, to address the standard, the use is a restroom and therefore does not have ground floor windows. Every attempt at full compliance with the Old Cannery Area standards has been made with this application. Due to the nature of this use, this standard does not apply. This restroom facility is one level and not the primary structure of the site, therefore the requirement for a ground level distinct from upper stories is not applicable. These standards are not applicable.

J. Roof. The purpose of this standard is to encourage traditional roof forms consistent with existing development patterns in Old Town. Roofs should have significant pitch, or if flat, be designed with a cornice or parapet. Buildings must have either:

1. A sloped roof with a pitch no flatter than 6/12 ; or
2. A roof with a pitch of less than 6/12 and a cornice or parapet that meets the following:
 - a. There must be two parts to the cornice or parapet. The top part must project at least six (6) inches from the face of the building and be at least

two (2) inches further from the face of the building than the bottom part of the cornice or parapet.

b. The height of the cornice or parapet is based on the height of the building as follows:

- (1) Buildings sixteen (16) to twenty (20) feet in height must have a cornice or parapet at least twelve (12) inches high.
- (2) Buildings greater than twenty (20) feet and less than thirty (30) feet in height must have a cornice or parapet at least eighteen (18) inches high.
- (3) Buildings thirty (30) feet or greater in height must have a cornice or parapet at least twenty-four (24) inches high.

K. Base of Buildings. Buildings must have a base on all street-facing elevations. The base must be at least two (2) feet above grade and be distinguished from the rest of the building by a different color and material.

FINDING: The proposed restroom facility has a flat roof with a cornice projecting from the face of the building. While the cornice does not have two parts, the building does not qualify for a cornice height as it is not 16 feet or greater in height. The cornice of the restroom building meets the intent of this Code section. In addition, 16.162.080 states that "The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes. As discussed above, this is not a new principal structure or an exterior alteration. These standards are not applicable.

L. Height Bonus: A five foot height bonus shall be granted if at least two of the following amenities are included in the overall design:

1. Awnings or Marquees subject to Section 16.162.090 — Commercial Standard.
2. Public art installation subject to Cultural Arts Commission and City Council approval.
3. Additional public bike parking: 1 additional space per residential unit.
4. A courtyard or plaza facing the street open to the public subject to Commission approval.

FINDING: No height bonus is requested or required. This standard does not apply.

16.168.020 - ALTERATION STANDARDS

The following general standards are applied to the review of alteration, construction, molition of designated landmarks that are subject to this Chapter. In addition, the standards and guidelines of any applicable special resource zone or historic district shall apply. In any landmark alteration action, the Landmarks Advisory Board shall make written findings indicating compliance with these standards.

1. Generally

- A. Every reasonable effort has been made by the property owner, in the City's determination, to provide a use of the landmark which requires minimal alteration of the structure, site, or area.**

FINDING: The park site is a landmark because it is within a historic overlay. The addition of a restroom, however, strengthens the primary use, which is a park site, much the same way that an additional awning, or play structure would enhance the primary use. This standard is met.

- B. In cases where the physical or structural integrity of a landmark is questionable the proposed alterations are the minimum necessary to preserve the landmarks physical or structural integrity, or to preserve the feasibility of the continued occupation, or use of the landmark given its structural condition.**

- C. In cases where the landmark has been significantly altered in the past, that it is technically feasible to undertake alterations tending to renovate, rehabilitate, repair or improve the landmark to historic standards given those prior alterations.**

FINDING: There are no structural alterations proposed. The park site was developed in 2011. These standards are not applicable.

- D. The compatibility of surrounding land uses, and the underlying zoning designation of the property on which the historic resource is sited, with the historic resources continued use and occupation, and with the renovation, rehabilitation, repair, or improvement of the resource to historic standards.**

FINDING: As previously discussed, the park was part of a master plan (PUD) for the area, and therefore, it is highly compatible with the surrounding uses. This standard is met.

- E. Alterations shall be made in accordance with the historic character of the landmark as suggested by the historic resources inventory and other historic resources and records. Alterations to landmarks within special historic districts shall, in addition, be made in accordance with the standards and guidelines of that zone or district.**

- F. Alterations that have no historic basis and that seek to create a thematic or stylistic appearance unrelated to the landmark or historic district's architectural history and vernacular based on the original architecture or later architecturally or historically significant additions shall not be permitted.**

FINDING: The restroom structure will complement the brick and general design of the park, to blend harmoniously with the existing park site. The park site was not specifically listed in the historic resources inventory, rather, it is a landmark because it is within the

historic overlay district. The park is not old, having only been built in 2011. Therefore, there are no other historic resources and /or record to consult for compatibility. Compliance with the requirements of the Historic District Overlay itself is listed above in the required findings for the overlay. These standards are met.

2. Architectural Features

A. The distinguished original qualities or character of a landmark shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall be avoided. Distinctive stylistic or architectural features or examples of skilled craftsmanship which characterize a landmark shall be preserved.

FINDING: The restroom structure has been designed to complement the brick and general character of the park, to blend harmoniously with the existing park site. The restroom will not be replacing any other element of the park- it will be placed in an area that was previously just pavers. This standard has been met.

B. Deteriorated architectural features shall be restored wherever possible. In the event replacement is necessary, the new materials should match the material being replaced in composition, design, color, texture, and other visual qualities.

C. Repair or replacement of missing architectural features should be based, wherever possible, on accurate duplications of said features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

D. The surface cleaning of landmarks shall be undertaken using methods generally prescribed by qualified architects and preservationists. Sandblasting and other cleaning methods that will damage historic building materials shall not be undertaken.

FINDING: The existing park is not old, nothing is proposed in this project that will be replacing anything deteriorated. These standards do not apply.

E. Contemporary design for alterations and additions to landmarks may be allowed when such alterations and additions do not, in the City's determination, destroy significant historical, architectural, or cultural features, and such design is compatible with the size, scale, color, material, and character of the designated landmark or historical district.

FINDING: The existing park has a contemporary design. All efforts have been made to have the restroom complement the character of the existing park facilities and design. This standard has been met.

F. Whenever possible, new additions or alterations to landmarks shall be done in such a manner that, if such additions or alterations were removed in the future, the historic form and integrity of the landmark would be unimpaired.

FINDING: The restroom is essentially a modular unit that can be moved or removed quickly. The restroom will actually be placed on top of the existing pavers with only utilities run underground to the structure. If removed, the utilities could be stubbed and re-buried under the pavers and the site returned to exiting state. This standard has been met.

VI. RECOMMENDATION

Based on a review of the applicable code provisions, agency comments and staff review, staff finds that the Minor Site Plan Modification appears to fully comply with the applicable review criteria. Therefore, staff recommends land use APPROVAL of MMSP 17-01 with the following condition of approval.

A. General Conditions

1. The applicant shall construct the proposed restroom in a manner that is consistent with the plans dated March 8, 2017 and shall obtain all necessary approvals prior to the final occupancy of the structure.
2. Prior to receiving a building/plumbing permit the developer shall obtain a Service Provider Letter from Clean Water Services.
3. Prior to receiving a building/plumbing permit, a Storm Water Connection Permit Authorization shall be obtained from Clean Water Services.

VII. EXHIBITS

- A. Applicant's submitted materials stamped "received" on March 8, 2017
 - Attachment A- Land Use Application
 - Attachment B- Neighborhood Meeting Affidavit
 - Attachment C- Tax Map
 - Attachment D- Mailing Labels
 - Attachment E- Vicinity Map
 - Attachment F- proposed Site Plan Modification
 - Attachment G- Building Elevation
 - Attachment H- Surrounding Land Uses
 - Attachment I- CWS Service Provider Letter Exemption
 - Attachment J- Tittle report
- B. Letter from Engineering dated April 4, 2017



SHERWOOD CANNERY SQUARE PLAZA RESTROOM FACILITY
A MINOR MODIFICATION TO AN APPROVED SITE PLAN

22622 SW Pine Street
Sherwood, OR 97140

REVISED SUBMITTAL: March 6, 2017

APPLICANT'S REPRESENTATIVE:
3J CONSULTING, INC.
5075 SW GRIFFITH DRIVE, SUITE 150
BEAVERTON, OR 97005
CONTACT: HEATHER AUSTIN, AICP
PHONE: 503-887-2130

mmsP-17-01

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Exhibit A

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- Attachment I – CWS Service Provider Letter Exemption
- Attachment J – Title Report

GENERAL INFORMATION

Applicant and Owner: **City of Sherwood**
22560 SW Pine Street
Sherwood, OR 97140
Contact: Craig Sheldon, Public Works Director
Phone: 503-925-2310
Email: sheldonc@sherwoodoregon.gov

Applicant's Representative: **3J Consulting, Inc.**
5075 SW Griffith Drive, Suite 150
Beaverton, OR 97005
Contact: Heather Austin, AICP
Phone: 503-887-2130
Email: heather.austin@3j-consulting.com

SITE INFORMATION

Parcel Number: 2S132BD08700
Address: 22622 SW Pine Street
Size: 12,005 square feet
Zoning Designation: Retail Commercial with a Planned Unit Development Overlay (RC-PUD)
Existing Use: Public Open Space- Cannery Square
Surrounding Zoning: Surrounding properties to the northeast, southeast, and southwest are zoned RC-PUD and are part of the Cannery PUD. The railroad tracks are to the northwest, the other side of which is the City Hall/Library building, zoned RC.

INTRODUCTION

BACKGROUND INFORMATION

In 2010, the City approved the Cannery Planned Unit Development (PUD), a mixed-use public-private partnership between the City and Capstone Partners, LLC. The PUD includes land designated for residential uses, commercial uses and civic uses. One such civic use is the Cannery Square, a 12,005 square foot lot designated for a public plaza. The Cannery Square Plaza site plan and conditional use permit were approved in 2010. The plaza has since been constructed and is heavily used by Sherwood residents and visitors, particularly in the warmer months and during the holiday, when the City's Christmas Tree is located in the plaza.

APPLICANT'S REQUEST

The Applicant seeks approval of a minor modification to the Cannery Square site plan. The modification would include the addition of a "Portland Loo" style single restroom facility southeast corner of the site. The restroom is approximately 85 square feet in size and is and will utilize existing utilities that are available to the site. The Applicant seeks approval for the proposed improvements through a Type I Minor Site Plan Modification.

NEIGHBORHOOD MEETING

The Applicant held a duly-noticed neighborhood meeting on January 4, 2017. No one attended the meeting.

APPLICABLE CRITERIA

**Division II- LAND USE AND DEVELOPMENT
 Chapter 16.22 - COMMERCIAL LAND USE DISTRICTS**

16.22.020 - Uses

Applicant's Finding: The Cannery Square is located within the Retail Commercial (RC) zoning district with a Planned Unit Development (PUD) overlay. The Cannery Square PUD was approved on March 3, 2010, designating this site for public open space. The Cannery Square Plaza site plan and conditional use permit were approved on September 29, 2010. This restroom addition to the previously approved and constructed public open space does not alter the use of this site, as previously approved.
 The requirements of this section have been satisfied.

16.22.030 - Development Standards

A. Generally

No lot area, setback, yard, landscaped area, open space, off-street parking or loading area, or other site dimension or requirement, existing on, or after, the effective date of this Code shall be reduced below the minimum required by this Code. Nor shall the conveyance of any portion of a lot for other than a public use or right-of-way, leave a lot or structure on the remainder of said lot with less than minimum Code dimensions, area, setbacks or other requirements, except as permitted by Chapter 16.84. (Variance and Adjustments)

B. Development Standards

Except as otherwise provided, required minimum lot areas, dimensions and setbacks shall be provided in the following table **

	RC
Lot area	5,000 sq. ft
Lot width at front property line	40 ft
Lot width at building line	40 ft
Front yard setback ⁹	0
When abutting residential zone	Same as abutting residential zone
Side yard setback ⁹	0
when abutting residential zone or public park	10 ft
Rear yard setback ⁹	0
when abutting residential zone or public park	10 ft
Corner lot ⁹	

Height ^{10,11}	50 ft ^{13,14}
-------------------------	------------------------

⁹ Existing residential uses shall maintain setbacks specified in the High Density Residential Zone (16.12.030).

¹⁰ Maximum height is the lessor of feet or stories.

¹¹ Solar and wind energy devices and similar structures attached to buildings and accessory buildings, may exceed this height limitation by up to twenty (20) feet.

¹³ Structures within one-hundred (100) feet of a residential zone shall be limited to the height requirements of that residential area.

¹⁴ Structures over fifty (50) feet in height may be permitted as conditional uses, subject to Chapter 16.82.

Applicant's Finding: The proposed restroom will not affect the lot dimensions of the Cannery Square Plaza, which was approved on September 29, 2010 (City File Numbers SP 10-02 and CUP 10-01). There are no required setbacks as the site does not abut a residential zone or public park (it *is* a public park). The restroom will be well under the height limit of 50 feet for the RC zone.
 The requirements of this section have been satisfied.

16.22.040 - Community Design

A. For standards 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, see Divisions V, VIII and IX.

Applicant's Finding: The standards of Divisions V, VIII and IX are discussed, as applicable, further in this narrative.
 The requirements of this section have been satisfied.

Chapter 16.40 - PLANNED UNIT DEVELOPMENT (PUD)

C. Changes in Approved Plans

1. Major Changes

Proposed major changes in a Final Development Plan are considered the same as a new application, and are made in accordance with the procedures specified in this Chapter.

2. Minor Changes

Minor changes in a Final Development Plan may be approved by the Council without further public hearing or Commission review, provided that such changes do not increase densities, change boundaries or uses, or change the location or amount of land devoted to specific uses.

Applicant's Finding: The Cannery PUD included this site as a public open space. The addition of a restroom to this public open space as an accessory use to the public open space does not constitute a change in the approved PUD. The size of the public open space does not change with the addition of this restroom facility. Restrooms are considered ancillary uses to public use spaces. Therefore, no changes are proposed to the approved Planned Unit Development.
 As discussed above, this standard is not applicable as the proposed restroom does not constitute a change to the approved PUD.

Division III- ADMINISTRATIVE PROCEDURES

Chapter 16.70 - GENERAL PROVISIONS

16.70.010 - Pre-Application Conference

Pre-application conferences are encouraged and shall be scheduled to provide applicants with the informational and procedural requirements of this Code; to exchange information regarding applicable policies, goals and standards of the Comprehensive Plan; to provide technical and design assistance; and to identify opportunities and constraints for a proposed land use action. An applicant may apply at

one time for all permits or zone changes needed for a development project as determined in the pre-application conference.

Applicant's Finding: The City did not conduct a formal pre-application conference; however, the City's consultant has conferred with the Planning Department as to process and submittal requirements.
The requirements of this section have been satisfied.

16.70.020 - Neighborhood Meeting

- A. The purpose of the neighborhood meeting is to solicit input and exchange information about the proposed development.**
- B. Applicants of Type III, IV and V applications are required to hold a meeting, at a public location for adjacent property owners and recognized neighborhood organizations that are within 1,000 feet of the subject application, prior to submitting their application to the City. Affidavits of mailing, sign-in sheets and a summary of the meeting notes must be included with the application when submitted. Applicants for Type II land use action are encouraged, but not required to hold a neighborhood meeting.**
- 1. Projects requiring a neighborhood meeting in which the City or Urban Renewal District is the property owner or applicant shall also provide published and posted notice of the neighborhood meeting consistent with the notice requirements in 16.72.020.**

Applicant's Finding: The City held a duly noticed neighborhood meeting on January 4, 2017. There was no one in attendance at the meeting.
The requirements of this section have been satisfied.

16.70.030 - Application Requirements

Applicant's Finding: This application is submitted on the required forms and with the required information.
The requirements of this section have been satisfied.

Chapter 16.90 - SITE PLANNING

16.90.020 - Site Plan Review

A. Site Plan Review Required

Site Plan review is required prior to any substantial change to a site or use that does not meet the criteria of a minor or major modification, issuance of building permits for a new building or structure, or for the substantial alteration of an existing structure or use.

For the purposes of Section 16.90.020, the terms "substantial change" and "substantial alteration" mean any development activity as defined by this Code that generally requires a building permit and may exhibit one or more of the following characteristics:

- 1. The activity alters the exterior appearance of a structure, building or property and is not considered a modification.**
- 2. The activity involves changes in the use of a structure, building, or property from residential to commercial or industrial and is not considered a modification.**
- 3. The activity involves non-conforming uses as defined in Chapter 16.48.**
- 4. The activity constitutes a change in a City approved plan, per Section 16.90.020 and is not considered a modification.**
- 5. The activity is subject to site plan review by other requirements of this Code.**
- 6. The activity increases the size of the building by more than 100% (i.e. the building more than doubles in size), regardless of whether it would be considered a major or minor modification.**

Applicant's Finding: As discussed below, this proposal meets the requirements for a minor modification to a site plan, per Section 16.90.030.A.2. The activity does not involve a change from residential or a non-conforming use. The activity does not constitute a change in a City approved plan. The activity does not increase the size of the Cannery Plaza site and does not represent an increase in the size of buildings on the site by more than 100%. The requirements of this section have been satisfied.

B. Exemption to Site Plan Requirement

1. Single and two family uses
2. Manufactured homes located on individual residential lots per Section 16.46.010, but including manufactured home parks.

C. Reserved

D. Required Findings

No site plan approval will be granted unless each of the following is found:

1. The proposed development meets applicable zoning district standards and design standards in Division II, and all provisions of Divisions V, VI, VIII and IX.
2. The proposed development can be adequately served by services conforming to the Community Development Plan, including but not limited to water, sanitary facilities, storm water, solid waste, parks and open space, public safety, electric power, and communications.
3. Covenants, agreements, and other specific documents are adequate, in the City's determination, to assure an acceptable method of ownership, management, and maintenance of structures, landscaping, and other on-site features.
4. The proposed development preserves significant natural features to the maximum extent feasible, including but not limited to natural drainage ways, wetlands, trees, vegetation (including but not limited to environmentally sensitive lands), scenic views, and topographical features, and conforms to the applicable provisions of Division VIII of this Code and Chapter 5 of the Community Development Code.
5. For developments that are likely to generate more than 400 average daily trips (ADTs), or at the discretion of the City Engineer, the applicant must provide adequate information, such as a traffic impact analysis (TIA) or traffic counts, to demonstrate the level of impact to the surrounding transportation system. The developer is required to mitigate for impacts attributable to the project, pursuant to TIA requirements in Section 16.106.080 and rough proportionality requirements in Section 16.106.090. The determination of impact or effect and the scope of the impact study must be coordinated with the provider of the affected transportation facility.
6. The proposed commercial, multi-family, institutional or mixed-use development is oriented to the pedestrian and bicycle, and to existing and planned transit facilities. Urban design standards include the following:
 - a. Primary, front entrances are located and oriented to the street, and have significant articulation and treatment, via facades, porticos, arcades, porches, portal, forecourt, or stoop to identify the entrance for pedestrians. Additional entrance/exit points for buildings, such as a postern, are allowed from secondary streets or parking areas.
 - b. Buildings are located adjacent to and flush to the street, subject to landscape corridor and setback standards of the underlying zone.
 - c. The architecture of buildings are oriented to the pedestrian and designed for the long term and be adaptable to other uses. Aluminum, vinyl, and T-111 siding are prohibited. Street facing elevations have windows, transparent fenestration, and divisions to break up the mass of any window. Roll up and sliding doors are acceptable. Awnings that provide a minimum 3 feet of shelter from rain are required unless other architectural elements are provided for similar protection, such as an arcade.

- d. As an alternative to the standards in Section 16.90.020.D.6.a—c, the following Commercial Design Review Matrix may be applied to any commercial, multi-family, institutional or mixed use development (this matrix may not be utilized for developments within the Old Town Overlay). A development must propose a minimum of 60 percent of the total possible points to be eligible for exemption from the standards in Section 16.90.020.D.6.a—c. In addition, a development proposing between 15,001 and 40,000 square feet of floor area, parking or seating capacity and proposing a minimum of 80 percent of the total possible points from the matrix below may be reviewed as a Type II administrative review, per the standards of Section 16.72.010.A.2.

Applicant's Finding: The proposal does not include a request for site plan exemption.
The requirements of this section have been satisfied.

16.90.030 - Site Plan Modifications and Revocation

A. Modifications to Approved Site Plans

1. Major Modifications to Approved Site Plans

- a. **Defined. A major modification review is required if one or more of the changes listed below are proposed:**
 - (1) A change in land use (i.e. residential to commercial, commercial to industrial, etc.);
 - (2) An increase in density by more than ten (10) percent, provided the resulting density does not exceed that allowed by the land use district;
 - (3) A change in setbacks or lot coverage by more than ten (10) percent, provided the resulting setback or lot coverage does not exceed that allowed by the land use district;
 - (4) A change in the type and/or location of access-ways, drives or parking areas negatively affecting off-site traffic or increasing Average Daily Trips (ADT) by more than 100;
 - (5) An increase in the floor area or height proposed for non-residential use by more than ten (10) percent;
 - (6) A reduction of more than ten (10) percent of the area reserved for common open space; or
 - (7) Change to a condition of approval that was specifically applied to this approval (i.e. not a "standard condition"), or a change similar to items identified in Section

2. Minor Modifications to Approved Site Plans

- a. **A Minor Modification is any modification to a land use decision or approved development**

Applicant's Finding: The proposed addition of a restroom to the Cannery Square does not change the land use of the site. Density is not applicable to this RC-zoned public open space. There are no required setbacks on this site and the restroom facility will be setback as much as or further than the existing covered structures. No changes are proposed to access/driveways/parking areas. The entire site is designated for non-residential use. The location of the restroom facility will be on a portion of the plaza that is currently brick pavers. The restroom is an ancillary use to the open space use of the overall site and is considered part of the open space. Nonetheless, the restroom facility is far less than 10 percent of the overall open space (10% of the 12,005 sf site is 1,200 sf, the restroom facility is approximately 50 sf). There were no conditions of approval specifically applied to the Cannery Plaza approval that would be changed by the addition of this restroom. The above analysis demonstrates that this proposal does not qualify as a major modification. Therefore, the minor modification standards are applicable as addressed below.

plan that is not within the description of a major modification.

- b. **Minor Modification Review Procedure.** An application for approval of a minor modification is reviewed by the review authority using a Type I review procedure under Section 16.72.010.A. Minor modifications involve only clear and objective Code standards.
- c. **Minor Modification Applications.** An application for minor modification must include an application form, filing fee and narrative, updated Clean Water Services (CWS) Service Provider Letter or equivalent acknowledgement from CWS, and a site plan using the same plan format as in the original approval if possible. The review authority may require other relevant information, as necessary, to evaluate the request.
- d. **Minor Modification Approval Criteria.** The review authority approves, denies, or approves with conditions an application for minor modification based on written findings that the modification is in compliance with all applicable requirements of the Development Code and conditions of approval on the original decision, and the modification is not a major modification.

Applicant's Finding:

The addition of the restroom facility is a modification to the approved Cannery Square site plan and is not within the description of a major modification. This application includes an application form, filing fee and narrative, updated CWS SPL and site plan. Though a Type I review is prescribed, the City's Planning Department has determined that the site's location within the Cannery District of the Old Town Overlay warrants a review by the Planning Commission. All applicable sections of the development code are addressed in this narrative.

The requirements of this section have been satisfied.

Chapter 16.92 - LANDSCAPING

16.92.010 - Landscaping Plan Required

All proposed developments for which a site plan is required pursuant to Section 16.90.020 shall submit a landscaping plan that meets the standards of this Chapter. All areas not occupied by structures, paved roadways, walkways, or patios shall be landscaped or maintained according to an approved site plan.

Chapter 16.94 - OFF-STREET PARKING AND LOADING

A. Off-Street Parking Required

No site shall be used for the parking of vehicles until plans are approved providing for off-street parking and loading space as required by this Code. Any change in uses or structures that reduces the current off-street parking and loading spaces provided on site, or that increases the need for off-street parking or loading requirements shall be unlawful and a violation of this Code, unless additional off-street parking or loading areas are provided in accordance with Section 16.94.020, or unless a variance from the minimum or maximum parking standards is approved in accordance with Chapter 16.84 Variances.

Chapter 16.104 – PUBLIC INFRASTRUCTURE- GENERAL PROVISIONS

16.104.010 - Purpose

To ensure the health, safety, and the economic stability of the community, and to establish a quality system of public improvements, the City shall require any buildings or other development for which public facilities and public rights-of-way are not fully provided or improved to current City standards, to install said improvements. Except as otherwise provided or authorized, private improvements serving substantially the same function as equivalent public facilities shall generally be provided and improved to the standards established by this Code and other City regulations.

Green Street elements such as bioswales and porous pavement are encouraged where appropriate and feasible. Where a specific design standard supporting a green street concept is not included in the Engineering Design and Standard Details Manual (Engineering Design Manual), the design will be considered by the Engineering Department, provided additional documentation is provided to the

Engineering Department that documents the design is appropriate, has a design life equal to a traditional paved street, and the maintenance costs to the City are comparable to traditional streets.

16.104.020 - Future Improvements

The location of future public improvements including water, sanitary sewer, storm water, streets, bicycle and pedestrian paths, and other public facilities and rights-of-way, as depicted in the Transportation System Plan (TSP) Chapters 4, 5, 6 and 7 of the Community Development Plan are intended as general locations only. The precise alignment and location of a public improvement shall be established during the land use process and shall be depicted on public improvement plans submitted and approved pursuant to § 16.108 and other applicable sections of this Code.

16.104.030 - Improvement Procedures

Except as otherwise provided, all public improvements shall conform to City standards and specifications found in the Engineering Design Manual and installed in accordance with Chapter 16.108. The Council may establish additional specifications to supplement the standards of this Code and other applicable ordinances. Except for public projects constructed consistent with an existing facility plan, a public improvements shall not be undertaken until land use approval has been granted, a public improvement plan review fee has been paid, all improvement plans have been approved by the City, and an improvement permit has been issued.

Applicant's Finding: The public improvements and landscaping related to the Cannery Plaza are fully developed and were designed to meet City standards. No additional improvements are proposed or necessary to add a restroom to the Cannery Plaza. The requirements of this section have been satisfied.

Chapter 16.160 - SPECIAL RESOURCE ZONES

Sections:

16.160.010 - GENERALLY

Special resource zones are established to provide for the preservation, protection, and management of unique historic and cultural resources in the City that are deemed to require additional standards beyond those contained elsewhere in this Code. Special resource zones may be implemented as underlying or overlay zones depending on patterns of property ownership and the nature of the resource. A property or properties may be within more than one (1) resource zone. In addition, the City may identify special resource areas and apply a PUD overlay zone in advance of any development in order to further protect said resources.

Chapter 16.162 - OLD TOWN (OT) OVERLAY DISTRICT

16.162.030 - Permitted Uses

Applicant's Finding: The proposed addition of the restroom does not change the use of this site as open space, as approved with the Cannery PUD in 2010. The requirements of this section have been satisfied.

16.162.060 - Dimensional Standards

In the OT overlay zone, the dimensional standards of the underlying RC, HDR and MDRL zones shall apply, with the following exceptions:

- A. Lot Dimensions - Minimum lot area (RC zoned property only): Twenty-five hundred (2,500) square feet.
- B. Setbacks - Minimum yards (RC zoned property only): None, including structures adjoining a residential zone, provided that Uniform Building Code, Fire District regulations, and the site design standards of this Code, not otherwise varied by this Chapter, are met.
- C. Height - The purpose of this standard is to encourage 2 to 4 story mixed-use buildings in the Old Town area consistent with a traditional building type of ground floor active uses with housing or office uses above.

Except as provided in Section 16.162.080, subsection C below, the maximum height of structures in RC zoned property shall be forty (40) feet (3 stories) in the "Smockville Area" and fifty (50) feet (4 stories) in the "Old Cannery Area". Limitations in the RC zone to the height of commercial structures adjoining residential zones, and allowances for additional building height as a conditional use, shall not apply in the OT overlay zone. However, five foot height bonuses are allowed under strict conditions. Chimneys, solar and wind energy devices, radio and TV antennas, and similar devices may exceed height limitations in the OT overlay zone by ten (10) feet.

Minimum height: A principal building in the RC and HDR zones must be at least sixteen (16) feet in height.

- D. Coverage - Home occupations permitted as per Chapter 16.42 and Section 16.162.030 may occupy up to fifty percent (50%) of the entire floor area of all buildings on a lot.

Applicant's Finding: There are no applicable Old Town dimensional standards to this application. The restroom will be an ancillary building to the Cannery Square Plaza and, therefore, the minimum height is not applicable. No home occupations will be located in the restroom facility. The requirements of this section have been satisfied.

16.162.070 - Community Design

Standards relating to off-street parking and loading, environmental resources, landscaping, historic resources, access and egress, signs, parks and open space, on-site storage, and site design as per Divisions V, VIII and this Division shall apply, in addition to the Old Town design standards below:

A. Generally

In reviewing site plans, as required by Chapter 16.90, the City shall utilize the design standards of Section 16.162.080 for the "Old Cannery Area" and the "Smockville Design Standards" for all proposals in that portion of the Old Town District.

B. Landscaping for Residential Structures

1. Perimeter screening and buffering, as per Section 16.92.030, is not required for approved home occupations.
2. Minimum landscaped areas are not required for off-street parking for approved home occupations.
3. Landscaped strips, as per Sections 16.92.030 and 16.142.030A, may be a minimum of five (5) feet in width, except when adjoining alleys, where landscaped strips are not required.
4. Fencing and interior landscaping, as per Section 16.92.030, are not required.

C. Off-Street Parking

For all property and uses within the "Smockville Area" of the Old Town Overlay District off-street parking is not required. For all property and uses within the "Old Cannery Area" of the Old Town Overlay District, requirements for off-street automobile parking shall be no more than sixty-five percent (65%) of that normally required by Section 16.94.020. Shared or joint use parking agreements may be approved, subject to the standards of Section 16.94.010.

D. Off-Street Loading

1. Off-street loading spaces for commercial uses in the "Old Cannery Area" may be shared and aggregated in one or several locations in a single block, provided that the minimum area of all loading spaces in a block, when taken together, shall not be less than sixty-five percent (65%) of the minimum standard that is otherwise required by Section 16.94.030B.
2. For all property and uses within the "Smockville Area" of the Old Town Overlay District, off-street loading is not required.

- E. **Signs** - In addition to signs otherwise permitted for home occupations, as per Section 16.42.010, one (1) non-illuminated, attached, exterior sign, up to a maximum of nine (9) square feet in surface area, may be permitted for each approved home occupation.
- F. **Non-conforming Uses** - When a nonconforming lot, use, or structure within the OT overlay zone has been designated a landmark as per Chapter 16.166, or when a nonconforming lot within the OT overlay zone is vacant, and the proposed change will, in the City's determination, be fully consistent with the goals and standards of the OT overlay zone and other City guidelines to preserve, restore, and enhance historic resources, nonconforming use restrictions contained in Chapter 16.48 may be waived by the Commission.
- G. **Downtown Street Standards** - All streets shall conform to the Downtown Street Standards in the City of Sherwood Transportation System Plan and Downtown Streetscape Master Plan, and as hereafter amended. Streetscape improvements shall conform to the Construction Standards and Specifications, and as hereafter amended.
- H. **Color** - The color of all exterior materials shall be earth tone. A color palette shall be submitted and reviewed as part of the land use application review process and approved by the hearing authority.

Applicant's Finding: These standards apply to site plan review and are not necessary applicable to the site plan modification. However, the proposed restroom addition does not include any changes to off-street parking/loading, which were addressed with the Cannery PUD approval and subsequent Cannery Plaza site plan. This site is not residential and therefore the residential landscaping is not required. No signs, non-conforming uses or changes to downtown streets are proposed. The proposed restroom facility will be earth toned. The requirements of this section have been satisfied.

16.162.080 - Standards for All Commercial, Institutional and Mixed-Use Structures in the Old Cannery Area.

The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes.

Applicant's Finding: 16.162.080 states that "The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes. This is not a new principal structure or an exterior alteration. Every attempt at full compliance with the Old Cannery Area standards has been made with this application as detailed below.

The requirements of this section have been satisfied.

- A. **Building Placement and the Street.** The purpose of this standard is to create an attractive area when commercial or mixed-use structures are set back from the property line. Landscaping, an arcade, or a hard-surfaced expansion of the pedestrian path must be provided between a structure and the street.

Structures built to the street lot line are exempt from the requirements of this subsection. Where there is more than one street lot line, only those frontages where the structure is built to the street lot line are exempt from the requirements of this paragraph. All street-facing elevations must comply with one of the following options:

1. **Option 1: Foundation landscaping.** All street-facing elevations must have landscaping along their foundation. This landscaping requirement does not apply to portions of the building facade that provide access for pedestrian or vehicles to the building. The foundation landscaping must meet the following standards:

- a. The landscaped area must be at least thirty (30%) of the linear street frontage.
 - b. There must be at least one (1) three-gallon shrub for every 3 lineal feet of foundation in the landscaped area; and,
 - c. Ground cover plants must fully cover the remainder of the landscaped area.
2. Option 2: Arcade. All street-facing elevations must have an arcade as a part of the primary structure, meeting the following requirements:
- a. The arcade must be at least four (4) feet deep between the front elevation and the parallel building wall.
 - b. The arcade must consist of one or a series of arched openings that are at least six (6) feet wide. The arcade, or combination of them, should cover a minimum of sixty (60%) of the street facing elevation;
 - c. The arcade elevation facing a street must be at least fourteen (14) feet in height and at least twenty-five percent (25%) solid, but no more than fifty percent (50%) solid; and,
 - d. The arcade must be open to the air on 3 sides; none of the arcade's street facing or end openings may be blocked with walls, glass, lattice, glass block or any other material; and,
 - e. Each dwelling that occupies space adjacent to the arcade must have its main entrance opening into the arcade.
3. Option 3: Hard-surface sidewalk extension. The area between the building and the street lot line must be hard-surfaced for use by pedestrians as an extension of the sidewalk:
- a. The building walls may be set back no more than six (6) feet from the street lot line.
 - b. For each one-hundred (100) square feet of hard-surface area between the building and the street lot line at least one of the following amenities must be provided.
 - (1) A bench or other seating.
 - (2) A tree.
 - (3) A landscape planter.
 - (4) A drinking fountain.
 - (5) A kiosk.

**Applicant's
Finding:**

The restroom facility meets Option 3 above with the building set back no more than six (6) feet from the street lot line. There are fewer than 100 square feet of hard surface between the building and the street; however, all of these amenities are included on the Cannery Square Site.

The requirements of this section have been satisfied.

- B. Reinforce the Corner. The purpose of this standard is to emphasize the corners of buildings at public street intersections as special places with high levels of pedestrian activity and visual interest. On structures with at least two frontages on the corner where two city walkways meet, the building must comply with at least two of these options.**

Option 1: The primary structures on corner lots at the property lines must be at or within 6 feet of both street lot lines. Where a site has more than one corner, this requirement must be met on only one corner.

Option 2: The highest point of the building's street-facing elevations at a location must be within 25 feet of the corner.

Option 3: The location of a main building entrance must be on a street-facing wall and either at the corner, or within 25 feet of the corner.

Option 4: There is no on-site parking or access drives within 40 feet of the corner.

Option 5: Buildings shall incorporate a recessed entrance(s) or open foyer(s), a minimum of 3 feet in depth to provide architectural variation to the facade. Such entrance(s) shall be a minimum of ten percent (10%) of the ground-floor linear street frontage.

- C. Residential Buffer. The purpose of this standard is to provide a transition in scale where the Old Cannery Area is adjacent to a lower density residential zone, outside the District. Where a site in the Old Cannery Area abuts or is across a street from a residential zone, the following is required:**

Applicant's Finding: The restroom facility will not be located so as to have at least two frontages on the corner where the two city walkways meet. The restroom will be ancillary to the plaza/public open space use and the nature of the structure as a restroom would not emphasize the corner in the way a commercial or mixed-use building would.
The requirements of this section are not applicable.

- 1. On sites that directly abut a residential zone the following must be met:**
 - a. In the portion of the site within 25 feet of the residential zone, the building height limits are those of the adjacent residential zone; and,**
 - b. A 6-foot deep area landscaped with, at a minimum, the materials listed in Section 16.92.030B is required along the property line abutting or across the street from the lower density residential zone. Pedestrian and bicycle access is allowed, but may not be more than 6 feet wide.**

Applicant's Finding: This site does not directly abut a residential zone.
The requirements of this section are not applicable.

- D. Main Entrance. The purpose of this standard is to locate and design building entrances that are safe, accessible from the street, and have weather protection.**

- 1. Location of main entrance. The main entrance of the principal structure must face a public street (or, where there is more than one street lot line, may face the corner). For residential developments these are the following exceptions:**
 - a. For buildings that have more than one main entrance, only one entrance must meet this requirement.**
 - b. Entrances that face a shared landscaped courtyard are exempt from this requirement.**
- 2. Front porch design requirement. There must be a front porch at the main entrance to residential portions of a mixed-use development, if the main entrance faces a street. If the porch projects out from the building it must have a roof. If the roof of a required porch is developed as a deck or balcony it may be flat, otherwise it must be articulated and pitched. If the main entrance is to a single dwelling unit, the covered area provided by the porch must be at least six (6) feet wide and six (6) feet deep. If the main entrance is to a porch that provides the entrance to two or more dwelling units, the covered area provided by the porch must be at least 9 feet wide and 8 feet deep. No part of any porch may project into the public right-of-way or public utility easements, but may project into a side yard consistent with Section 16.60.040.**

Applicant's Finding: The restroom building is not considered a "principal structure" in the Cannery Square, but rather an ancillary structure to the open space use. The restroom does not have more than one entrance. The entrance does face a shared landscaped courtyard, which is the plaza. The restroom structure is not residential and, therefore, the front porch requirement is not applicable.
The requirements of this section have been satisfied.

- E. **Off-Street Parking and Loading Areas.** The purpose of this standard is to emphasize the traditional development pattern in Old Town where buildings connect to the street, and where off-street vehicular parking and loading areas are of secondary importance.
1. **Access to off-street parking areas and adjacent residential zones - Access to off-street parking and loading areas must be located at least twenty (20) feet from any adjacent residential zone.**
 2. **Parking lot coverage - No more than fifty percent (50%) of the site may be used for off-street parking and loading areas.**
 3. **Vehicle screening - Where off-street parking and loading areas are across a local street from a residential zone, there must be a 6-foot wide landscaped area along the street lot line that meets the material requirements in Section 16.92.020B.**

Applicant's Finding: There are no proposed off-street parking and loading areas associated with the addition of a restroom to the Cannery Square.
The requirements of this section are not applicable.

- F. **Exterior Finish Materials.** The purpose of this standard is to encourage high quality materials that are complementary to the traditional materials used in Old Town.
1. **Plain or painted concrete block, plain concrete, corrugated metal, full-sheet plywood, fiberboard or sheet pressboard (i.e. T-111), vinyl and aluminum siding, and synthetic stucco (i.e. DryVit and stucco board), are not allowed as exterior finish material, except as secondary finishes if they cover no more than ten percent (10%) of a surface area of each facade and are not visible from the public right-of-way. Natural building materials are preferred, such as clapboard, cedar shake, brick, and stone. Composite boards manufactured from wood in combination with other products, such as hardboard or fiber cement board (i.e. HardiPlank) may be used when the board product is less than six (6) inches wide. Foundation materials may be plain concrete or block when the foundation material does not extend for more than an average of three (3) feet above the finished grade level adjacent to the foundation wall.**

Applicant's Finding: This restroom structure will not include any prohibited siding materials. The structure is metal but is not corrugated metal or vinyl or aluminum siding. The building is made of stainless steel, a material not prohibited in the Cannery District. While natural building materials are preferred, they are not required and are not appropriate for a durable restroom facility. The Cannery Square Restroom Facility will be made of stainless steel in a powder-coated neutral, earth tone that matches the surrounding awning structures in the Cannery Plaza. Please see included color rendering, Attachment G.

The stated objectives of the old Town Overlay District (Section 16.162.020 of the Zoning and Development Code) include:

- Encouraging development that is compatible with the existing natural and man-made environment, existing community activity patterns, and community identity; and
- Minimizing or eliminating adverse visual, aesthetic or environmental effects caused by the design and location of new development, including but not limited to the effects from:
 - The scale, mass, height, areas, appearances and architectural design of buildings and other development structures and features;
 - Vehicular and pedestrian ways and parking areas; and
 - Existing or proposed alteration of natural topographic features, vegetation and waterways.

The proposed addition of a small loo structure to the Cannery Plaza constitutes development that is compatible with the existing environment, community patterns and

community identity. The building will be colored so as to blend in with existing improvements within the Cannery Square. The earthen color, stainless steel construction and location of the loo outside of the pedestrian environment will ensure minimal adverse visual, aesthetic and environmental effects. The purpose of the loo is to allow greater comfort and flexibility to those utilizing the Cannery Square Plaza, thus enhancing community identity and activity patterns.

The requirements of this section have been satisfied.

2. **Where there is an exterior alteration to an existing building, the exterior finish materials on the portion of the building being altered or added must visually match the appearance of those on the existing building. However, if the exterior finishes and materials on the existing building do not meet the standards of subsection F.1 above, any material that meets the standards of subsection F.1 may be used.**

Applicant's Finding: This proposal is not an exterior alteration to an existing building and, therefore, the requirements of this section are not applicable.

- G. **Roof-Mounted Equipment. The purpose of this standard is to minimize the visual impact of roof-mounted equipment. All roof-mounted equipment, including satellite dishes and other communications equipment, must be screened using one of the methods listed below. Solar heating panels are exempt from this standard.**

1. **A parapet as tall as the tallest part of the equipment.**
2. **A screen around the equipment that is as tall as the tallest part of the equipment.**
3. **The equipment is set back from the street-facing perimeters of the building 3 feet for each foot of height of the equipment. On corner lots with two street facing areas, all equipment shall be centered.**

Applicant's Finding: This proposal does not include roof-mounted equipment and, therefore, the requirements of this section are not applicable.

- H. **Ground Floor Windows. The purpose of this standard is to encourage interesting and active ground floor uses where activities within buildings have a positive connection to pedestrians in Old Town. All exterior walls on the ground level which face a street lot line, sidewalk, plaza or other public open space or right-of-way must meet the following standards:**

1. **Windows must be at least fifty percent (50%) of the length and twenty-five percent (25%) of the total ground-level wall area. Ground-level wall areas include all exterior wall areas up to nine (9) feet above the finished grade. This requirement does not apply to the walls of residential units or to parking structures when set back at least five (5) feet and landscaped to at least the Section 16.92.030C standard.**
2. **Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows set into the wall. The bottom of the windows must be no more than four (4) feet above the adjacent exterior grade.**

Applicant's Finding: The use of this restroom does not have a positive connection to pedestrians in Old Town and therefore does not have ground floor windows. In addition, 16.162.080 states that "The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes. As discussed above, this is not a new principal structure or an exterior alteration. Every attempt at full compliance with the Old Cannery Area standards has been made with this application; however, full compliance with the window requirement is not feasible.

The requirements of this section have been satisfied.

- I. **Distinct Ground Floor.** The purpose of this standard is to emphasize the traditional development pattern in Old Town where the ground floor of buildings is clearly defined. This standard applies to buildings that have any floor area in non-residential uses. The ground level of the primary structure must be visually distinct from upper stories. This separation may be provided by one or more of the following:
 1. A cornice above the ground level.
 2. An arcade.
 3. Changes in material or texture; or
 4. A row of clerestory windows on the building's street-facing elevation.

Applicant's Finding: This restroom facility is one level and not the primary structure of the site, therefore the requirement for a ground level distinct from upper stories is not applicable.
The requirements of this section are not applicable.

- J. **Roof.** The purpose of this standard is to encourage traditional roof forms consistent with existing development patterns in Old Town. Roofs should have significant pitch, or if flat, be designed with a cornice or parapet. Buildings must have either:
 1. A sloped roof with a pitch no flatter than 6/12 ; or
 2. A roof with a pitch of less than 6/12 and a cornice or parapet that meets the following:
 - a. There must be two parts to the cornice or parapet. The top part must project at least six (6) inches from the face of the building and be at least two (2) inches further from the face of the building than the bottom part of the cornice or parapet.
 - b. The height of the cornice or parapet is based on the height of the building as follows:
 - (1) Buildings sixteen (16) to twenty (20) feet in height must have a cornice or parapet at least twelve (12) inches high.
 - (2) Buildings greater than twenty (20) feet and less than thirty (30) feet in height must have a cornice or parapet at least eighteen (18) inches high.
 - (3) Buildings thirty (30) feet or greater in height must have a cornice or parapet at least twenty-four (24) inches high.
- K. **Base of Buildings.** Buildings must have a base on all street-facing elevations. The base must be at least two (2) feet above grade and be distinguished from the rest of the building by a different color and material.

Applicant's Finding: The proposed restroom facility has a flat roof with a cornice projecting from the face of the building. While the cornice does not have two parts, the building does not qualify for a cornice height as it is not 16 feet or greater in height. The cornice of the restroom building meets the intent of this Code section. In addition, 16.162.080 states that "The standards in this section apply to development of all new principal commercial, institutional and mixed-use structures in the "Old Cannery Area" of the Old Town Overlay District. These standards also apply to exterior alterations in this zone, when the exterior alteration requires full compliance with the requirements of applicable building codes. As discussed above, this is not a new principal structure or an exterior alteration. Every attempt at full compliance with the Old Cannery Area standards has been made with this application; however, full compliance with the cornice requirement is not feasible.

The requirements of this section have been satisfied.

- L. **Height Bonus:** A five foot height bonus shall be granted if at least two of the following amenities are included in the overall design:
 1. Awnings or Marquees subject to Section 16.162.090 — Commercial Standard.

2. **Public art installation subject to Cultural Arts Commission and City Council approval.**
3. **Additional public bike parking: 1 additional space per residential unit.**
4. **A courtyard or plaza facing the street open to the public subject to Commission approval.**

Applicant's No height bonus is proposed.
Finding: The requirements of this section are not applicable.

SUMMARY AND CONCLUSION

Based upon the materials submitted herein, the Applicant respectfully requests approval from the Sherwood Planning Commission of this application for a minor modification of an approved site plan.

Attachment A
Land Use Application



Home of the Tualatin River National Wildlife Refuge

Case No. MNSP 17-01
Fee 992
Receipt # 951233
Date 1-27-17
TYPE IV

City of Sherwood
Application for Land Use Action

Type of Land Use Action Requested: (check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Conditional Use |
| <input type="checkbox"/> Plan Amendment (Proposed Zone _____) | <input type="checkbox"/> Partition (# of lots _____) |
| <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Subdivision (# of lots _____) |
| <input type="checkbox"/> Site Plan (square footage of building and parking area) | <input checked="" type="checkbox"/> Other: <u>Minor Modification to Site Plan</u> |
| <input type="checkbox"/> Variance (list standards to be varied in description) | |

By submitting this form the Owner, or Owner's authorized agent/ representative, acknowledges and agrees that City of Sherwood employees, and appointed or elected City Officials, have authority to enter the project site at all reasonable times for the purpose of inspecting project site conditions and gathering information related specifically to the project site.

Note: See City of Sherwood current Fee Schedule, which includes the "Publication/Distribution of Notice" fee, at www.sherwoodoregon.gov. Click on Government/Finance/Fee Schedule.

Owner/Applicant Information:

Applicant: <u>Heather Austin, AICP, 3J Consulting, Inc.</u>	Phone: <u>503-887-2130</u>
Applicant Address: <u>5075 SW Griffith Drive, Suite 150</u>	Email: <u>heather.austin@3j-consulting.com</u>
Owner: <u>City of Sherwood</u>	Phone: <u>503-925-2310</u>
Owner Address: <u>15527 SW Willamette Street</u>	Email: <u>sheldonc@sherwoodoregon.gov</u>
Contact for Additional Information: <u>Heather Austin or Craig Sheldon, Public Works Director</u>	

Property Information:

Street Location: 22622 SW Pine Street

Tax Lot and Map No: 2S132BD08700

Existing Structures/Use: Sherwood Cannery Square Plaza/Public Open Space

Existing Plan/Zone Designation: Retail Commercial (RC) with a Planned Unit Development (PUD) Overlay

Size of Property(ies) 12,005 square feet

Proposed Action:

Purpose and Description of Proposed Action:

The City is proposing to add a small restroom facility to the Cannery Square in the Cannery area of Old Town. The restroom would constitute a minor modification to the approved site plan for the Cannery Square Park.

Proposed Use: Public Open Space

Proposed No. of Phases (one year each): One

LAND USE APPLICATION FORM

Authorizing Signatures:

I am the owner/authorized agent of the owner empowered to submit this application and affirm that the information submitted with this application is correct to the best of my knowledge.

I further acknowledge that I have read the applicable standards for review of the land use action I am requesting and understand that I must demonstrate to the City review authorities compliance with these standards prior to approval of my request.

Craig Signature Digitally signed by Craig Signature
Date: 2017.01.25 08:15:22 -08'00'

1/25/2017

Applicant's Signature

Date

Craig Signature Digitally signed by Craig Signature
Date: 2017.01.25 08:16:38 -08'00'

1/25/2017

Owner's Signature

Date

The following materials must be submitted with your application or it will not be accepted at the counter. Once taken at the counter, the City has up to 30 days to review the materials submitted to determine if we have everything we need to complete the review. Applicant can verify submittal includes specific materials necessary for the application per checklist.

- 3 Copies of Application Form*** completely filled out and signed by the property owner (or person with authority to make decisions on the property).
- Copy of Deed** to verify ownership, easements, etc.
- At least 3 folded** sets of plans*
- At least 3 copies** of narrative addressing application criteria*
- Fee** (along with calculations utilized to determine fee if applicable)
- Neighborhood Meeting Verification** including affidavit, sign-in sheet and meeting summary (required for Type III, IV and V projects)

* **Note** that the required numbers of copies identified on the checklist are required for completeness; however, upon initial submittal applicants are encouraged to submit only 3 copies for completeness review. Prior to completeness, the required number of copies identified on the checklist and one full electronic copy will be required to be submitted.

Attachment B
Neighborhood Meeting Affidavit

Affidavit of Mailing

DATE: January 26, 2017

STATE OF OREGON)
)
Washington County)

I, Amy Jollett, representative for the Cannery Plaza Restroom proposed development project do hereby certify that the attached notice to adjacent property owners and recognized neighborhood organizations that are within 1,000 feet of the subject project, was placed in a U.S. Postal receptacle on 12/15/2016.



Representatives Name: Amy Jollett
Name of the Organization: City of Sherwood



NOTICE OF NEIGHBORHOOD MEETING

City of Sherwood
15527 SW Willamette St.
Sherwood, OR 97140
Tel 503-625-5722
Fax 503-625-0679
www.sherwoodoregon.gov

Mayor
Krisanna Clark

Council President
Jennifer Harris

Councilors
Renee Brouse
Linda Henderson
Dan King
Jennifer Kuiper
Sally Robinson

City Manager
Joseph Gall, ICMA-CM

Assistant City Manager
Tom Pessemier

Dear Neighbor,

A Neighborhood Meeting will be held on January 4, 2017 at the Community Room at City Hall to inform the community about a proposed permanent restroom structure at the Cannery Plaza. Interested community members are encouraged to attend the open house. Please contact Craig Sheldon at (503) 925-2310 for additional information.

PROJECT PROPOSAL: The City is proposing the addition of a permanent restroom structure at the Cannery Plaza.

OPEN HOUSE INFORMATION

Date: January 4, 2017
Time: 6:00 to 7:00 PM
Location: 22560 SW Pine Street
Contact: Craig Sheldon, PW Director (503) 925-2310

190 WASHINGTON LLC & CACH JOAN L &
SHERWOOD OLD TOWN PROPERTIES LLC
6003 4TH AVE NE
SEATTLE, WA 98115-6511

A & B BRUCKER LLC
16273 SW RAILROAD ST
SHERWOOD, OR 97140-9094

ALLERUZZO JUDITH A
22953 SW PINE ST
SHERWOOD, OR 97140-7085

ALLRED KELSEY ANN
22429 SW LINCOLN ST
SHERWOOD, OR 97140-8998

ALLRED M TIM & LAURIE A
PO BOX 1568
SHERWOOD, OR 97140-1568

ALVAREZ JANENE MARIE
PO BOX 722
SHERWOOD, OR 97140-0722

AMG PROPERTIES LLC
23649 SW HERON LAKES DR
SHERWOOD, OR 97140-8274

AMERICAN LEGION ARGONNE POST 56
PO BOX 532
SHERWOOD, OR 97140-0532

ARMSTRONG BRETT MATTHEW &
MOORE SARAH RENEE
22754 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

ARNOLD SANDRA R
22729 SW LINCOLN ST
SHERWOOD, OR 97140-9395

BAILEY PATRICK W & DANIELLE L
22735 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

BAKER AL & ABSTON-BAKER VICKIE
22936 SW PINE ST
SHERWOOD, OR 97140-7085

BALSIGER DONALD R
16040 SW 3RD ST
SHERWOOD, OR 97140-9071

BARNUM FRANCES N &
SWAYZE LOYCE A ET AL
3713 MADRONA DR
NEWBERG, OR 97132-1502

BASTIAN RUTH R TRUST
25155 SW LABROUSSE RD
SHERWOOD, OR 97140-8807

BELOV ANTON B & BELOV NAOMI
22741 SW LINCOLN ST
SHERWOOD, OR 97140-9395

BERGMAN JACOB L
16165 SW COLUMBIA ST
SHERWOOD, OR 97140-9405

BERGUM GERALD L & JULIE A
22892 SW MAIN ST
SHERWOOD, OR 97140-6202

BISSETT BETTY REVOC TRUST BY
BISSETT CHARLES WILLIAM JR TR
22742 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

BLACKBURN K ERIC & APRIL
15441 SW VISTA AVE
SHERWOOD, OR 97140-9632

BLAND JILL
22825 SW MAIN ST
SHERWOOD, OR 97140-6202

BLANKENBAKER LIVING TRUST BY
POLLY S BLANKENBAKER TR
PO BOX 1384
SHERWOOD, OR 97140-1384

BOLEEN LOIS M
15489 SW VISTA AVE
SHERWOOD, OR 97140-9632

BOULTON JOHN A & JACQUELYN G
22515 SW LINCOLN ST
SHERWOOD, OR 97140-9400

BRADEN JON M
15623 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

BROOKENS BRUCE A/SHARON L
22950 SW PINE ST
SHERWOOD, OR 97140-7085

BROUSE ROBERT A & RENEE E
22794 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

BROWN DIANE
15782 SW BOWMEN CT
SHERWOOD, OR 97140

BRUCKER ANN CHRISTINE NATZKE
TRUST
22545 SW PARK ST
SHERWOOD, OR 97140-9096

BURGESS DARREN & RACHELLE
15832 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

CAMPBELL SCOTT & MARTY
10925 SW BYROM TER
TUALATIN, OR 97062-6010

CANALES KATIE ALISON & VANEGAS
CHRISTIAN NARCISO CANALES
15891 SW DIVISION ST
SHERWOOD, OR 97140-9399

CARLSEN JON GLEN
15526 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

CASA DEI BAMBINI MONTESSORI SCHOOL
22444 SW OAK ST
SHERWOOD, OR 97140-9354

CAVANAUGH KERN M &
SHARON D JOINT TRUST
3350 SW HAZELBRUSH CT
WILSONVILLE, OR 97070-9714

CHILDS JOHN & CAROL REV TRUST
1310 SUMMER HOLLOW RD
GREENSBORO, GA 30642-7500

CLARK ANTHONY
22921 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

CLARK HARVEY E, EDITH M &
TIMOTHY M
15850 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

COLE ARTHUR JAMES
22993 SW PINE ST
SHERWOOD, OR 97140-7085

COLE FAMILY REV LIV TRUST BY
LOUIS F/EILEEN B COLE TRS
16186 SW FIRST ST
SHERWOOD, OR 97140-9411

COLE KATHY B
22870 SW WASHINGTON ST
SHERWOOD, OR 97140-7091

COLE STEVEN J
15579 SW DIVISION ST
SHERWOOD, OR 97140-9620

CONANT COURTNEY W & TAMMY S
22855 SW PARK ROW AVE
SHERWOOD, OR 97140

CONNOLLY PAULA D
PO BOX 953
SHERWOOD, OR 97140-0953

CONTRERAS EDUARDO &
CONTRERAS ROSARY M
PO BOX 1013
SHERWOOD, OR 97140-1013

COOK DARRELL D/BARBARA J
15712 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

COPELAND SCOTT A/SHANNON J
15865 SW TUALATIN ST
SHERWOOD, OR 97140-9631

CORNING CHRISTIAN & EMILY
22428 SW PARK ST
SHERWOOD, OR 97140-9097

CORRADO CHRIS
14331 SW FAIROAKS DR
SHERWOOD, OR 97140-7099

CSK SHERWOOD LLC
11013 SW 111TH PL
TIGARD, OR 97223-3609

D&C INVESTMENT PROPERTIES LLC
PO BOX 3768
WILSONVILLE, OR 97070-3768

DALINGER GEORGE ALEXANDER &
DALINGER ELLEN
55 HAWK HILL
MISSION VIEJO, CA 92692-5181

DANG MAT THI & DANG THAO
PHUONG THI
22331 SW PINE ST
SHERWOOD, OR 97140-9076

DEC PS LLC
617 KAUMAKA PL
HONOLULU, HI 96825-2410

DONNELLY SCOTT E & POPPEN VICKI
22430 SW PARK ST
SHERWOOD, OR 97140-9097

DORN FRANK D REV LIV TRUST &
DORN RHODAJANE REV LIV TRUST
17427 SW ARBUTUS DR
BEAVERTON, OR 97007-7779

ELLIOTT MATTHEW MINES
22911 SW PARK ROW AVE
SHERWOOD, OR 97140

ELTON MICHAEL D & KAY F S
856 HAWKS REST DR
MAPLETON, UT 84664-5039

ESPINOZA LUIS A
PO BOX 1192
WILSONVILLE, OR 97070-1192

FAHLAND ERIC M & SUZANNE M
15880 SW TUALATIN ST
SHERWOOD, OR 97140-9631

FELD RENTALS LLC
PO BOX 506
NEWBERG, OR 97132-0506

FELDMAN JEANETTE M
15462 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

FERGUSON CHRISTINA L & SCOTT A
22915 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

FISHER JAMES L & JACQUI L
23225 NE DILLON RD
NEWBERG, OR 97132-7319

FISHER JAMES L JR & JACQUI L
23225 DILLAN RD
NEWBERG, OR 97132-7319

FISHER MATTHEW & GENEVA L
15818 SW 2ND ST
SHERWOOD, OR 97140-9331

FITCH JENNIFER M &
GEBHARDT WILLIAM C
22655 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

FITCH KERRY J
PO BOX 701
SHERWOOD, OR 97140-0701

FLADWOOD CHRISTOPHER C &
FLADWOOD REBECCA L
15715 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

FLATT THEODORE & FLATT REBECCA
22812 SW MAIN ST
SHERWOOD, OR 97140-6202

FODOR PETER J
22763 SW LINCOLN ST
SHERWOOD, OR 97140-9395

FORD ANGI
22769 SW ORCUTT PL
SHERWOOD, OR 97140-9629

FOSTER JONATHAN S & ALICIA M
22719 SW LINCOLN ST
SHERWOOD, OR 97140-9395

FRONTIER COMMUNICATIONS
NORTHWEST INC PROPERTY TAX
MC:D01B18
PO BOX 619015
DALLAS, TX 75261-9015

GALLAGHER CHELSEA D &
GALLAGHER BENJAMIN J
15849 SW 2ND ST
SHERWOOD, OR 97140-9332

GANDER DAVID RAY &
SHANNON RENE A
22932 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

GARDNER JASON H
21550 SW LEBEAU RD
SHERWOOD, OR 97140-9208

GOLDADER HELEN E
15753 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

GOLDEN BOAR INVESTMENTS LLC
16043 SW RAILROAD ST
SHERWOOD, OR 97140-9340

GOSELIN TODD A & PAMELA J
15548 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

GREEN MARK A & GREEN JANET D
16057 SW 2ND ST
SHERWOOD, OR 97140-9330

GREENE KELLY STEVEN &
GREENE CAMILLE MARIE
15845 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

GREGG RALPH D
PO BOX 190
HUBBARD, OR 97032-0190

GRIBBLE OLIVE M TRUSTEE
16237 SW RAILROAD ST
SHERWOOD, OR 97140-9094

GRIFFIN RUSSELL H & DELYN M
15717 SW 1ST ST
SHERWOOD, OR 97140-9346

GROB HOMER P & GROB CORNELIA
22924 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

GROSSMAN TRAVIS L
22417 SW LINCOLN ST
SHERWOOD, OR 97140-8998

GUTHRIE THOMAS J & SHIRLENE L
FAMILY TRUST
22316 SW FOUNDRY AVE
SHERWOOD, OR 97140-9626

HACKETT TIMOTHY M
BELL STEPHANIE D
15908 SW 2ND ST
SHERWOOD, OR 97140-9352

HAFFNER TROY D
22692 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

HAGER MICHELE J
22795 SW LINCOLN ST
SHERWOOD, OR 97140-9395

HALL LIVING TRUST
PO BOX 331
SHERWOOD, OR 97140-0331

HANSEN KRISTINA A &
CROSSLAND ERIC V
22981 SW MAIN ST
SHERWOOD, OR 97140-6203

HANSON RICHARD BRIAN
22582 SW MAIN ST #2
SHERWOOD, OR 97140-9935

HARBICK CHARLES C & PEGGY S
16167 SW RAILROAD ST
SHERWOOD, OR 97140-9090

HARBICK CHARLES C & PEGGY S
10350 SW AMANDA CT
TIGARD, OR 97224-4830

HARKNESS JOSEPH A & ERIN M
PO BOX 1224
SHERWOOD, OR 97140-1224

HARRIS THOMAS ALVIN & JUDY
16031 SW COLUMBIA ST
SHERWOOD, OR 97140-9401

HARRISON R BRADLEY
22582 SW MAIN ST #307
SHERWOOD, OR 97140-9936

HAUSNER KEVIN
15467 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

HAYES SANDRA K
PO BOX 1267
SHERWOOD, OR 97140-1267

HAYS BRADLY J & HAYS JESSICA R
22848 SW MAIN ST
SHERWOOD, OR 97140-6202

HELENIUS BETTY A, HALL BEVERLY
& HELENIUS LARRY E
7581 SW APPLGATE DR
BEAVERTON, OR 97007-8952

HENRICKSON JEFFREY A & KIMM R
22781 SW ORCUTT PL
SHERWOOD, OR 97140-9629

HENRY JOAN E
15493 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

HILLIARD THEODORE F &
GARSELE SANDRA
22813 SW MAIN ST #A
SHERWOOD, OR 97140-6321

HOPPE FAMILY TRUST
15746 SW TUALATIN ST
SHERWOOD, OR 97140-9630

HPA BORROWER 2016-2 LLC
180 N STETSON AVE #3650
CHICAGO, IL 60601-6709

HUNT ERIC JAMES
22677 SW LINCOLN ST
SHERWOOD, OR 97140-9394

HUOTARI LINDA L
22834 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

HYDE LIVING TRUST BY JAY &
JOYCE HYDE TRS
14655 SW UPLANDS DR
LAKE OSWEGO, OR 97034-2753

IHORI MARTHA A & IHORI STANLEY K
16033 SW 2ND ST
SHERWOOD, OR 97140-9330

JADEE LLC c/o SILVERADO FUNDING LLC
17675 SW FARMINGTON RD #473
ALOHA, OR 97007-3248

JB CUSTOM HOMES LLC
22464 SW PINE ST
SHERWOOD, OR 97140-9337

JB1 LLC
PO BOX 220
SHERWOOD, OR 97140-0220

JENKINS BARRY S & JENKINS PAULA
M & KEESEY APRIL D
22627 SW LINCOLN ST
SHERWOOD, OR 97140-9394

JOHNSON JOEL &
ARTAZ-JOHNSON LYDIA
16625 SW PARRETT MOUNTAIN RD
SHERWOOD, OR 97140-9005

JOHNSON NANCY A LIVING TRUST
22463 SW MAIN ST
SHERWOOD, OR 97140-9092

JOHNSON RONALD E & JOHNSON
SHARON K
15996 MADRONA LN
SHERWOOD, OR 97140-9579

JSJ INVESTMENTS LLC
14919 SE BROOKE CT
SHERWOOD, OR 97140-7012

KANDIK JOHN M & JULIE A
16045 SW COLUMBIA ST
SHERWOOD, OR 97140-9401

KEEGAN SHANNON MARIE REV LIV TR
22694 SW LINCOLN ST
SHERWOOD, OR 97140-9394

KELLEY ROBERT A JR & JENNIFER L
22455 SW OAK ST
SHERWOOD, OR 97140-9354

KELTON NICHOLAI
16781 SW KING RICHARD CT
SHERWOOD, OR 97140-8743

KIMBER VIOLET M & PARISH CINDY A
22248 SW LINCOLN ST
SHERWOOD, OR 97140-9444

KING WILLIAM R
15900 SW 3RD ST
SHERWOOD, OR 97140-9355

KIRKBRIDE ISAAC A & JOANNE M
PO BOX 672
SHERWOOD, OR 97140-0672

KLUSER JAMES DANIEL
22441 SW MAIN ST
SHERWOOD, OR 97140-9092

KNEIFEL ERIC & KNEIFEL BRENDA
16125 SW 2ND ST
SHERWOOD, OR 97140-9334

KORB STEVEN
PO BOX 32
CONDON, OR 97823-0032

KRAMER JEFFREY M & REBECCA L
656 SW WESTVIEW DR
MCMINNVILLE, OR 97128-5852

KRAMER STACEY L
22583 SW PARK ST
SHERWOOD, OR 97140-9096

LAMB JOHN & LAMB SHELLY
22463 SW PARK ST
SHERWOOD, OR 97140-9098

LEAKE DEBORAH J
15431 SW DARLA KAY CT
SHERWOOD, OR 97140-9468

LEGACY HOMES INC
18025 SW BROOKMAN RD
SHERWOOD, OR 97140-8802

LEGACY PATRICIA A
22582 SW MAIN ST #308
SHERWOOD, OR 97140-9936

LEWIS LINDY G
22651 SW LINCOLN ST
SHERWOOD, OR 97140-9394

LILES CLIFFORD V PAT S
22796 SW ORCUTT PL
SHERWOOD, OR 97140-9629

LILES CLIFFORD V/PATRICIA S &
SCOLES DEE A
22793 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

LINTNER JASON & LINTNER CHERYL
22986 SW MAIN ST
SHERWOOD, OR 97140-6203

LUNDY DANIEL WAYNE & BARBARA
JO REV LIVING TRUST
874 NW 22ND AVE
CANBY, OR 97013-2202

MAJOR PAMELA D
22650 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

MARSHALL JOYCE E
15850 SW 1ST ST
SHERWOOD, OR 97140-9347

MARTIN PHYLLIS L
22738 SW ORCUTT PL
SHERWOOD, OR 97140-9629

MASSIE PATRICK A & LAURIE P
15820 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

MAUZ ROBERT J
15953 SW DIVISION ST
SHERWOOD, OR 97140-9398

MAZZUCA SCOTT & MAZZUCA JACKI
PO BOX 2263
TUALATIN, OR 97062-2263

MCBRIDE JAYDE M
22933 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

MCCREADY FAMILY TRUST BY
THOMAS H/BETTY A MCCREADY TRS
23711 SW 195TH PL
SHERWOOD, OR 97140-8600

MCDONALD NANCY A
ALEXANDER DALE R
22981 SW PINE ST
SHERWOOD, OR 97140-7085

McFARLAND HEATHER A
22977 SW PINE ST
SHERWOOD, OR 97140-7085

MCGEE BRADEN T & JENNIFER
15540 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

MCGRAW HEATHER J
22986 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

MENDRICKS PAUL & KELLY W
22843 SW PARK ROW AVE
SHERWOOD, OR 97140

MILLER THOMAS M & CHARLEEN
17340 SW CHEYENNE WAY
TUALATIN, OR 97062-8469

MILLINGTON WILLIAM G & JULIE A
22707 SW ORCUTT PL
SHERWOOD, OR 97140-9629

MOLER LISA L
16741 SW HARGIS RD
BEAVERTON, OR 97007-6547

MOORE DEVELOPMENT GROUP LLC #100
3933 LAKE WASHINGTON BLVD NE
KIRKLAND, WA 98033-7806

MORRIS CHRISSY & MATTHEW
15686 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

MORRIS MATTHEW R CHRISTINA S
15654 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

MORRIS SHANE M &
SHOTWELL MARY JEAN
1404 SW 21ST AVE
PORTLAND, OR 97201-2460

MORTON JIMMY D & KATHERINE S
15885 SW TUALATIN ST
SHERWOOD, OR 97140-9631

MUNSTERMAN STEVEN R & PAMELA J
23371 SW SHERK PL
SHERWOOD, OR 97140-9478

NABHAN BETHANY L
15758 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

NESLUND A FAMILY TRUST
508 BUCKLEY LN
NEWBERG, OR 97132-1002

NEW LIFE ASSEMBLY OF GOD ATTN:
JEFF DOROTHY
PO BOX 878
SHERWOOD, OR 97140-0878

NEW WOOD LLC
8355 NE PARRETT MOUNTAIN RD
NEWBERG, OR 97132-9303

NGUYEN CUONG T &
NGUYEN MARISOL CARLA
15149 SW DARLA KAY CT
SHERWOOD, OR 97140

OCHS ERIC D & NELSON ROBYN R
15760 SW TUALATIN ST
SHERWOOD, OR 97140-9630

OREGON CARE GROUP LLC
302 9TH ST
WENATCHEE, WA 98801-1502

OTIS SANDRA M
22960 SW MAIN ST
SHERWOOD, OR 97140-6203

OTTENBACHER DALE G LIV TRUST
15910 SW DIVISION ST
SHERWOOD, OR 97140-9398

PATTERSON STEVEN O
22865 SW WASHINGTON ST
SHERWOOD, OR 97140-7092

PELTIER MARK A & KATHY AUSTIN
15937 SW DIVISION ST
SHERWOOD, OR 97140-9398

PENIUK TREVOR C & PENIUK
JENNIFER M
22831 SW PARK ROW AVE
SHERWOOD, OR 97140

PEREZ SARAH
15620 SW DIVISION ST
SHERWOOD, OR 97140-9489

PFATTLE-THOMPSON THERESA A
22463 SW WASHINGTON ST
SHERWOOD, OR 97140-9086

PIERCE PATRICK L
22940 SW MAIN ST
SHERWOOD, OR 97140-6203

PILOTHOUSE 60 LLC & JENSEN ROBERT
& SHIRLEY BY KENSINGTON MGMT INC
25705 SW LABROUSSEE RD
SHERWOOD, OR 97140-8807

PINE STREET LLC
4015 SW COUNCIL CREST DR
PORTLAND, OR 97239-1527

PREDOAICA CONSTANTIN
22824 SW MAIN ST
SHERWOOD, OR 97140-6202

PREMIUM PROPERTY SHERWOOD
LLC BY CAPSTONE PARTNERS LLC
1015 NW 11TH AVE #243
PORTLAND, OR 97209-3496

RANDEL LORI
22710 SW ORCUTT PL
SHERWOOD, OR 97140-9629

REEDER JULIE ANN
22639 SW LINCOLN ST
SHERWOOD, OR 97140-9394

ROME SANFORD M & MARILYN G
14645 SW WILLAMETTE ST
SHERWOOD, OR 97140-9836

RONEY LUKE & RONEY KELLY
15960 SW DIVISION ST
SHERWOOD, OR 97140-9398

ROS INVESTMENT PROPERTY LLC
2601 SE 111TH AVE #10
PORTLAND, OR 97266-1158

ROSENQUIST TINA RAE
22944 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

ROSS MARIKAY
22805 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

RUBLE JEFFREY A
PO BOX 4354
SUNRIVER, OR 97707-1354

RUDISHAUSER JOEL M & CACEY L
22918 NSW PINE ST
SHERWOOD, OR 97140

RUNNING RIDGE LLC
22467 SW ASH ST
SHERWOOD, OR 97140-6205

RUTLAND JULIE E
PO BOX 62
SHERWOOD, OR 97140-0062

SHELLER DONALD J & YVONNE
23137 SW SCHAMBURG DR
SHERWOOD, OR 97140-9864

SCHIELE FAMILY TRUST BY EDWARD
& EUNICE SCHIELE TRS
16058 SW 3RD ST
SHERWOOD, OR 97140-9071

SCHIEWE MATTHEW Y &
MAYS MARILYN K
7630 SW 89TH AVE
PORTLAND, OR 97223-7076

SCHLAPPER AMY
22809 SW MAIN ST
SHERWOOD, OR 97140-6202

SCHOENBRUN STEVEN J
23855 SW ROBSON TER
SHERWOOD, OR 97140-7057

SCHROEDER SCOTT L & WANDA
20132 SW LEBEAU RD
SHERWOOD, OR 97140-8718

SCOLES DEE A
22793 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

SEIDEL JILL M
22571 SW LINCOLN ST
SHERWOOD, OR 97140-9400

SHERWOOD HALL LLC
PO BOX 1698
BEAVERTON, OR 97075-1698

SHERWOOD LODGE IO OF 222
22556 SW WASHINGTON ST
SHERWOOD, OR 97140

SHERWOOD MASONIC TEMPLE
ASSOCIATION
22536 SW WASHINGTON ST
SHERWOOD, OR 97140-9083

SHERWOOD METHODIST CHURCH
PO BOX 127
SHERWOOD, OR 97140-0127

SHERWOOD OLD TOWN LLC
422 NW 13TH AVE #731
PORTLAND, OR 97209-2930

SHERWOOD SCHOOL DIST #88J
23295 SW MAIN ST
SHERWOOD, OR 97140-6309

SIECKMAN CLARICE K
22936 SW PARK ROW
SHERWOOD, OR 97140-9812

SIGGINS RYAN H
22995 SW MAIN ST
SHERWOOD, OR 97140-6203

SIMON ELEANOR E & JEFFREY C
16027 SW 2ND ST
SHERWOOD, OR 97140-9330

SIMPSON ETHEL F
22749 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

SJ RENTALS LLC
15922 SW 2ND ST
SHERWOOD, OR 97140-9352

SNYDER BARRY J & ARDIS V TRS
PO BOX 93
SHERWOOD, OR 97140-0093

SOMMERS DUSTIN
22846 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

SORENSEN JOSEPH J JR &
KUJALA MARY
15462 SW VISTA DR
SHERWOOD, OR 97140-9632

SPATH LARRY O
22990 SW PARK ROW AVE
SHERWOOD, OR 97140

SPRINGS II AT SHERWOOD II LLC
401 NE EVANS ST
MCMINNVILLE, OR 97128-4606

SPRINGS II AT SHERWOOD LLC BY
THE SPRINGS LIVING LLC
640 NE 3RD ST
MCMINNVILLE, OR 97128-4630

ST FRANCIS CATHOLIC CHURCH
15651 SW OREGON ST
SHERWOOD, OR 97140-9342

STANAWAY AMANDA C
16103 SW 2ND ST
SHERWOOD, OR 97140-9334

STATES WILLIAM A & DARLA C
22808 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

STEELE EDWARD R
PO BOX 147
SHERWOOD, OR 97140-0147

STEWART-MAPLETHORPE
PROPERTIES L
22595 SW PINE ST
SHERWOOD, OR 97140-9408

STICKEL KENNETH E
22750 SW ORCUTT PL
SHERWOOD, OR 97140-9629

STORMONT EDWARD A
22648 SW LINCOLN ST
SHERWOOD, OR 97140-9394

SWAN MARY SUSAN
22978 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

THAYER PAUL & THAYER LAUREN
22836 SW MAIN ST
SHERWOOD, OR 97140-6202

THE GARDNER TEAM INC
21550 SW LEBEAU RD
SHERWOOD, OR 97140-9208

THORNTON RODERICK
PO BOX 1356
SHERWOOD, OR 97140-1356

TIRRAL SCOTT
22389 SW LINCOLN ST
SHERWOOD, OR 97140-8996

TOFTE ROSA ESPINOZA
15532 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

TOLLEN DOUGLAS M
22427 SW WASHINGTON ST
SHERWOOD, OR 97140-9086

TRAN TRAM ANH
22850 SW MAIN ST
SHERWOOD, OR 97140-6202

TURNER DAVID W
22966 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

US BANK
2800 EAST LAKE ST
MINNEAPOLIS, MN 55406-1930

VANDENHOEK DARCI K & KIRK A
16114 SW 2ND ST
SHERWOOD, OR 97140-9333

VANDENHOEK KENNETH M/RACHEL M
22845 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

VEHAFRIC FRANK/EMILY A
15826 SW TUALATIN ST
SHERWOOD, OR 97140-9631

VOELKER GERALD B/PATRICIA M
22582 SW MAIN ST #4
SHERWOOD, OR 97140-9935

VOXIA COMMUNITY LH LLC
22461 SW PINE ST
SHERWOOD, OR 97140-9338

WALLER SCOTT D
22691 SW NORTON
SHERWOOD, OR 97140-9568

WALTER KORB ENTERPRISES LLC
15043 SW DIVISION ST
SHERWOOD, OR 97140-9461

WALTERS KIMBERLEY I &
WALTERS LUKE MATTHEW
22367 SW LINCOLN ST
SHERWOOD, OR 97140-8996

WASHINGTON DON & CHARLOTTE E
15774 SW THRASHER WAY
SHERWOOD, OR 97140-8892

WATERS INVESTMENTS INC
15784 SW DIVISION ST
SHERWOOD, OR 97140-9490

WEEKS KEITH R & WEEKS ELLEN M
PO BOX 743
LAKESIDE, MT 59922-0743

WEICHOLD KARL & STEARNS EMILY
16137 SW 2ND ST
SHERWOOD, OR 97140-9334

WILSON TARA E & WILSON JEFFREY L
22910 SW MAIN ST
SHERWOOD, OR 97140-6203

WINDSOR PROPERTIES LTD
2245 NE CORNELL
HILLSBORO, OR 97124-5947

WOOD DONALD R JR & BARBARA J
22956 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

WOOLLEY VELMA A REV LIV TRUST
BY VELMA A WOOLLEY TR
PO BOX 35
SHERWOOD, OR 97140-0035

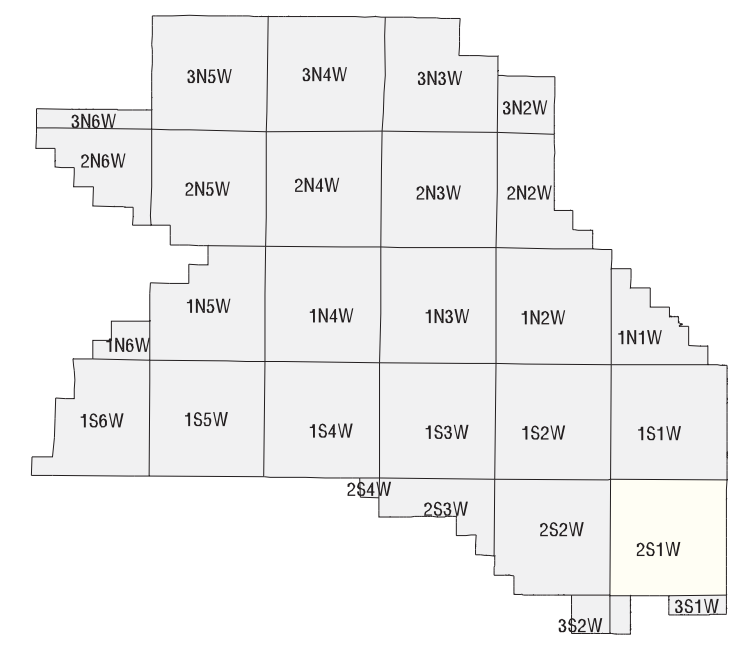
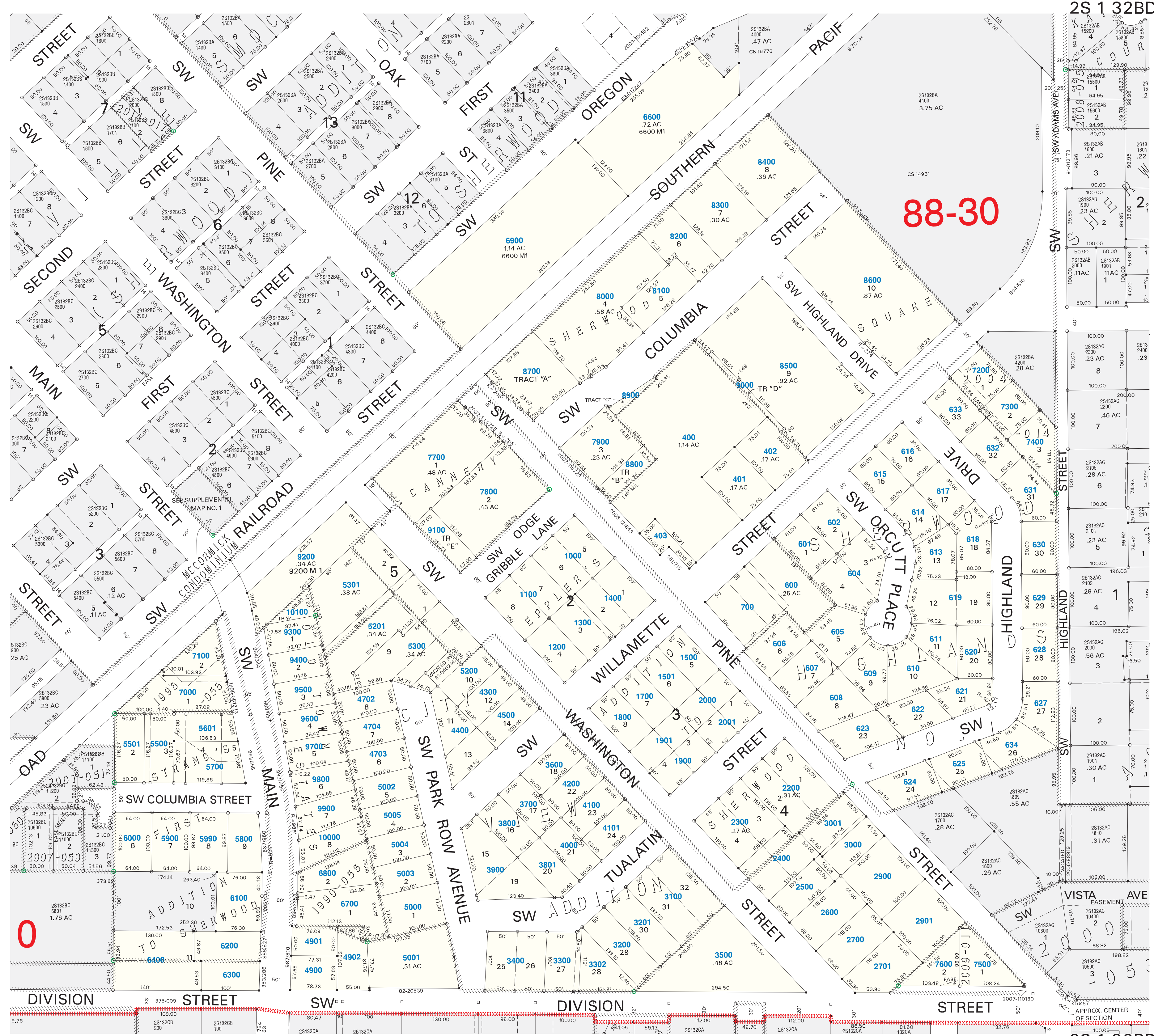
YACKEY ANGELA J
22965 SW PINE ST
SHERWOOD, OR 97140-7085

YOUNG BILL D
22465 SW LINCOLN ST
SHERWOOD, OR 97140-8998

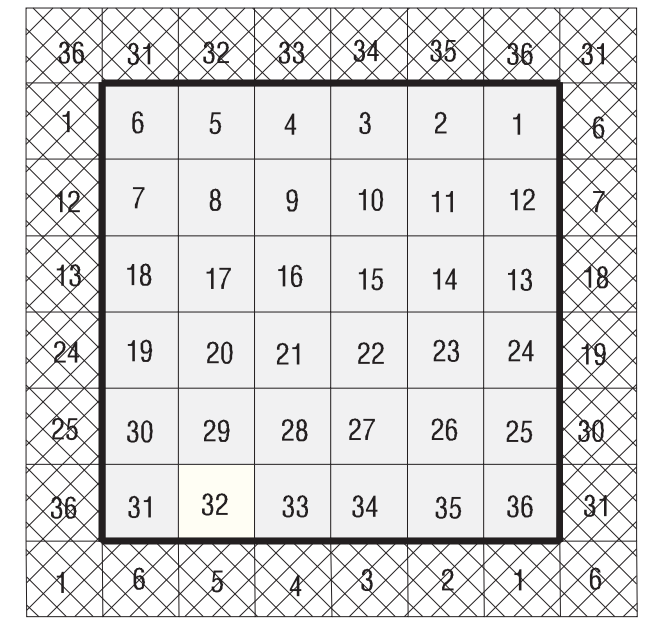
ZOBRIST ROBERT & SHAUNA L
FAMILY TRUST
21595 SW 110TH PL
TUALATIN, OR 97062-6029

Attachment C

Tax Map



WASHINGTON COUNTY OREGON
SE 1/4 NW 1/4 SECTION 32 T2S R1W W.M.
SCALE 1" = 100'

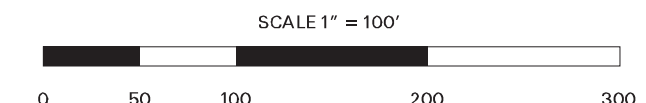


FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.washington.or.us

BB	BA	AB	AA
B	BD	AC	AD
BC	CA	DB	DA
C	CD	DC	DD

SECTION 32

Cancelled Taxlots For: 2S132BD
626,1600,3301,5100,6500-A1,300,4801,4802,4800,4803,
2100,190-A1,603,6201,5600,5400,500,612,100,2800,200,
800,900,150,151,4600,4700,4701,



WASHINGTON COUNTY OREGON

Assessment

CARTOGRAPHY

Taxation

PLOT DATE: September 28, 2016
FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Attachment D
Mailing Labels

CACH JOAN L & 190 WASHINGTON LLC
&6003 4TH AVE NE
SEATTLE, WA 98115-6511

A & B BRUCKER LLC
16273 SW RAILROAD ST
SHERWOOD, OR 97140-9094

ALLERUZZO JUDITH A
22953 SW PINE ST
SHERWOOD, OR 97140-7085

ALLRED KELSEY ANN
22429 SW LINCOLN ST
SHERWOOD, OR 97140-8998

ALLRED M TIM & LAURIE A
PO BOX 1568
SHERWOOD, OR 97140-1568

ALVAREZ JANENE MARIE
PO BOX 722
SHERWOOD, OR 97140-0722

AMG PROPERTIES LLC
23649 SW HERON LAKES DR
SHERWOOD, OR 97140-8274

AMERICAN LEGION ARGONNE POST NO
56
P O BOX 532
SHERWOOD, OR 97140-0532

ARGONNE POST NO. 56 OF THE AMERI
PO BOX 532
SHERWOOD, OR 97140-0532

MOORE SARAH RENEE ARMSTRONG
BRETT MATTHEW &
22754 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

ARNOLD SANDRA R
22729 SW LINCOLN ST
SHERWOOD, OR 97140-9395

ASHCROFT BARBARA
22349 SW MAIN ST
SHERWOOD, OR 97140-9417

BAILEY DANIELLE L BAILEY PATRICK W
&
22735 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

ABSTON-BAKER VICKIE BAKER AL &
22936 SW PINE ST
SHERWOOD, OR 97140-7085

BALSIGER DONALD R
16040 SW 3RD ST
SHERWOOD, OR 97140-9071

SWAYZE LOYCE A ET AL BARNUM
FRANCES N &
3713 MADRONA DR
NEWBERG, OR 97132-1502

BASTIAN RUTH R TRUST
25155 SW LABROUSSE RD
SHERWOOD, OR 97140-8807

BERGMAN JACOB L
16165 SW COLUMBIA ST
SHERWOOD, OR 97140-9405

BERGUM JULIE A BERGUM GERALD L &
22892 SW MAIN ST
SHERWOOD, OR 97140-6202

BILLINGS NICOLE BILLINGS JERED &
16041 SW 3RD ST
SHERWOOD, OR 97140-9072

BY BISSETT CHARLES WILLIAM JR TR
BISSETT BETTY REVOC TRUST
22742 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

BLAND JILL
22825 SW MAIN ST
SHERWOOD, OR 97140-6202

BOULTON JOHN A & JACQUELYN G
22515 SW LINCOLN ST
SHERWOOD, OR 97140-9400

BRADEN JON M
15623 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

BRATTAIN RICK & BETH
22435 SW PARK ST
SHERWOOD, OR 97140-9098

BROOKENS BRUCE A/SHARON L
22950 SW PINE ST
SHERWOOD, OR 97140-7085

BROUSE RENEE E BROUSE ROBERT A &
22794 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

BROWN DIANE
15782 SW BOWMEN CT
SHERWOOD, OR 97140

NATZKE TRUST BRUCKER ANN
CHRISTINE
22545 SW PARK ST
SHERWOOD, OR 97140-9096

DREVD AHL TERESA BUI TIFFANY D &
22009 SW SHERWOOD BLVD
SHERWOOD, OR 97140-9327

BURGESS RACHELLE BURGESS DARREN
&
15832 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

CAMPBELL SCOTT & MARTY
10925 SW BYROM TER
TUALATIN, OR 97062-6010

VANEGAS CHRISTIAN NARCISO
CANALES CANALES KATIE ALISON &
15891 SW DIVISION ST
SHERWOOD, OR 97140-9399

CARLSEN JON GLEN
15526 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

SCHOOL CASA DEI BAMBINI
MONTESSORI
22444 SW OAK ST
SHERWOOD, OR 97140-9354

SHARON D JOINT TRUST CAVANAUGH
KERN M &
3350 SW HAZELBRUSH CT
WILSONVILLE, OR 97070-9714

CHILDS JOHN & CAROL REV TRUST
1310 SUMMER HOLLOW RD
GREENSBORO, GA 30642-7500

CLARK ANTHONY
22921 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

CLARK TIMOTHY M CLARK HARVEY E &
EDITH M &
15850 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

BY LOUIS F/EILEEN B COLE TRS COLE
FAMILY REV LIV TRUST
16186 SW FIRST ST
SHERWOOD, OR 97140-9411

COLE KATHY
22870 SW WASHINGTON ST
SHERWOOD, OR 97140-7091

COLE KATHY B
22870 SW WASHINGTON ST
SHERWOOD, OR 97140-7091

CONANT COURTNEY W & TAMMY S
22855 SW PARK ROW AVE
SHERWOOD, OR 97140

CONNOLLY PAULA D
PO BOX 953
SHERWOOD, OR 97140-0953

CONTRERAS ROSARY M CONTRERAS
EDUARDO &
PO BOX 1013
SHERWOOD, OR 97140-1013

COOK DARRELL D/BARBARA J
15712 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

COPELAND SCOTT A/SHANNON J
15865 SW TUALATIN ST
SHERWOOD, OR 97140-9631

CORNING EMILY CORNING CHRISTIAN
&
22428 SW PARK ST
SHERWOOD, OR 97140-9097

CORRADO CHRIS
14331 SW FAIROAKS DR
SHERWOOD, OR 97140-7099

CSK SHERWOOD LLC
11013 SW 111TH PL
TIGARD, OR 97223-3609

D&C INVESTMENT PROPERTIES LLC
PO BOX 3768
WILSONVILLE, OR 97070-3768

DALINGER ELLEN DALINGER GEORGE
ALEXANDER &
55 HAWK HILL
MISSION VIEJO, CA 92692-5181

DANG THAO PHUONG THI DANG MAT
THI &
22331 SW PINE ST
SHERWOOD, OR 97140-9076

DEC PS LLC
617 KAUMAKA PL
HONOLULU, HI 96825-2410

POPPEN VICKI J DONNELLY SCOTT E &
22430 SW PARK ST
SHERWOOD, OR 97140-9097

ELLIOTT MATTHEW MINES
22911 SW PARK ROW AVE
SHERWOOD, OR 97140

ELTON MICHAEL D & KAY F S
856 HAWKS REST DR
MAPLETON, UT 84664-5039

ESPINOZA LUIS A
PO BOX 1192
WILSONVILLE, OR 97070-1192

FAHLAND ERIC M & SUZANNE M
15880 SW TUALATIN ST
SHERWOOD, OR 97140-9631

FELD RENTALS LLC
PO BOX 506
NEWBERG, OR 97132-0506

FELDMAN JEANETTE M
15462 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

FERGUSON CHRISTINA L & SCOTT A
22915 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

FISHER JAMES L & JACQUI L
23225 NE DILLON RD
NEWBERG, OR 97132-7319

FISHER JAMES L JR & JACQUI L
23225 DILLAN RD
NEWBERG, OR 97132-7319

FISHER GENEVA L FISHER MATTHEW &
15818 SW 2ND ST
SHERWOOD, OR 97140-9331

GEBHARDT WILLIAM C FITCH JENNIFER
M &
22655 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

FITCH KERRY J
PO BOX 701
SHERWOOD, OR 97140-0701

FLADWOOD REBECCA L FLADWOOD
CHRISTOPHER C &
15715 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

FLATT REBECCA FLATT THEODORE &
22812 SW MAIN ST
SHERWOOD, OR 97140-6202

FORD ANGI
22769 SW ORCUTT PL
SHERWOOD, OR 97140-9629

FOSTER ALICIA M FOSTER JONATHAN S
&
22719 SW LINCOLN ST
SHERWOOD, OR 97140-9395

NORTHWEST INC FRONTIER
COMMUNICATIONS
PROPERTY TAX MC:D01B18
PO BOX 619015
DALLAS, TX 75261-9015

GALLAGHER BENJAMIN J GALLAGHER
CHELSEA D &
15849 SW 2ND ST
SHERWOOD, OR 97140-9332

SHANNON RENEA GANDER DAVID RAY
&
22932 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

GARDNER JASON H
21550 SW LEBEAU RD
SHERWOOD, OR 97140-9208

GOLDADER HELEN E
15753 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

GOLDEN BOAR INVESTMENTS LLC
16043 SW RAILROAD ST
SHERWOOD, OR 97140-9340

GOSELIN TODD A & PAMELA J
15548 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

GREEN JANET D GREEN MARK A &
16057 SW 2ND ST
SHERWOOD, OR 97140-9330

GREENE CAMILLE MARIE GREENE KELLY
STEVEN &
15845 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

GREGG RALPH D
PO BOX 190
HUBBARD, OR 97032-0190

GRIBBLE OLIVE M TRUSTEE
16237 SW RAILROAD ST
SHERWOOD, OR 97140-9094

GRIFFIN RUSSELL H & DELYN M
15717 SW 1ST ST
SHERWOOD, OR 97140-9346

GROB CORNELIA GROB HOMER P &
22924 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

GROSSMAN TRAVIS L
22417 SW LINCOLN ST
SHERWOOD, OR 97140-8998

FAMILY TRUST GUTHRIE THOMAS J &
SHIRLENE L
22316 SW FOUNDRY AVE
SHERWOOD, OR 97140-9626

BELL STEPHANIE D HACKETT TIMOTHY
M
15908 SW 2ND ST
SHERWOOD, OR 97140-9352

HAFFNER TROY D
22692 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

HALL LIVING TRUST
PO BOX 331
SHERWOOD, OR 97140-0331

CROSSLAND ERIC V HANSEN KRISTINA
A &
22981 SW MAIN ST
SHERWOOD, OR 97140-6203

HANSON RICHARD BRIAN
22582 SW MAIN ST #2
SHERWOOD, OR 97140-9935

HARBICK CHARLES C & PEGGY S
16167 SW RAILROAD ST
SHERWOOD, OR 97140-9090

HARBICK CHARLES C & PEGGY S
10350 SW AMANDA CT
TIGARD, OR 97224-4830

HARKNESS ERIN M HARKNESS JOSEPH
A &
PO BOX 1224
SHERWOOD, OR 97140-1224

HARRIS JUDY HARRIS THOMAS ALVIN &
16031 SW COLUMBIA ST
SHERWOOD, OR 97140-9401

HARRISON R BRADLEY
22582 SW MAIN ST #307
SHERWOOD, OR 97140-9936

HAUSNER KEVIN
15467 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

HAYES SANDRA K
PO BOX 1267
SHERWOOD, OR 97140-1267

HAYS JESSICA R HAYS BRADLY J &
22848 SW MAIN ST
SHERWOOD, OR 97140-6202

HEAD GENE & JACQUELINE
22344 SW MAIN ST
SHERWOOD, OR 97140-9416

HALL BEVERLY J & HELENIUS BETTY A &
HELENIUS LARRY E
7581 SW APPLGATE DR
BEAVERTON, OR 97007-8952

KIMM R HENRICKSON JEFFREY A &
22781 SW ORCUTT PL
SHERWOOD, OR 97140-9629

HENRY JOAN E
15493 SW WILLAMETTE ST
SHERWOOD, OR 97140-9804

GARSELE SANDRA HILLIARD THEODORE
F &
22813 SW MAIN ST #A
SHERWOOD, OR 97140-6321

HOPPE FAMILY TRUST
15746 SW TUALATIN ST
SHERWOOD, OR 97140-9630

HPA BORROWER 2016 ML LLC
STE #3650
180 N STETSON AVE
CHICAGO, IL 60601-6710

HPA BORROWER 2016-2 LLC
180 N STETSON AVE #3650
CHICAGO, IL 60601-6709

HUNT ERIC JAMES
22677 SW LINCOLN ST
SHERWOOD, OR 97140-9394

HUOTARI LINDA L
22834 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

BY JAY & JOYCE HYDE TRS HYDE LIVING
TRUST
14655 SW UPLANDS DR
LAKE OSWEGO, OR 97034-2753

IHORI STANLEY K IHORI MARTHA A &
16033 SW 2ND ST
SHERWOOD, OR 97140-9330

c/o SILVERADO FUNDING LLC JADEE LLC
17675 SW FARMINGTON RD #473
ALOHA, OR 97007-3248

JB CUSTOM HOMES LLC
22464 SW PINE ST
SHERWOOD, OR 97140-9337

JB1 LLC
PO BOX 220
SHERWOOD, OR 97140-0220

JENKINS PAULA M & JENKINS BARRY S
&
KEESEY APRIL D
22627 SW LINCOLN ST
SHERWOOD, OR 97140-9394

ARTAZ-JOHNSON LYDIA JOHNSON JOEL
&
16625 SW PARRETT MOUNTAIN RD
SHERWOOD, OR 97140-9005

JOHNSON NANCY A LIVING TRUST
22463 SW MAIN ST
SHERWOOD, OR 97140-9092

JOHNSON SHARON K JOHNSON
RONALD E &
15996 MADRONA LN
SHERWOOD, OR 97140-9579

JSJ INVESTMENTS LLC
14919 SE BROOKE CT
SHERWOOD, OR 97140-7012

KANDIK JOHN M & JULIE A
16045 SW COLUMBIA ST
SHERWOOD, OR 97140-9401

KELLEY JENNIFER L KELLEY ROBERT A JR
&
22455 SW OAK ST
SHERWOOD, OR 97140-9354

KELTON NICHOLAI
16781 SW KING RICHARD CT
SHERWOOD, OR 97140-8743

PARISH CINDY A KIMBER VIOLET M &
22248 SW LINCOLN ST
SHERWOOD, OR 97140-9444

KING WILLIAM R
15900 SW 3RD ST
SHERWOOD, OR 97140-9355

KLUSER JAMES DANIEL
22441 SW MAIN ST
SHERWOOD, OR 97140-9092

KNEIFEL BRENDA KNEIFEL ERIC &
16125 SW 2ND ST
SHERWOOD, OR 97140-9334

KORB STEVEN
PO BOX 32
CONDON, OR 97823-0032

KRAMER REBECCA L KRAMER JEFFREY
M &
656 SW WESTVIEW DR
MCMINNVILLE, OR 97128-5852

KRAMER STACEY L
22583 SW PARK ST
SHERWOOD, OR 97140-9096

LAMB SHELLY LAMB JOHN &
22463 SW PARK ST
SHERWOOD, OR 97140-9098

LEAKE DEBORAH J
15431 SW DARLA KAY CT
SHERWOOD, OR 97140-9468

LEGACY HOMES INC
18025 SW BROOKMAN RD
SHERWOOD, OR 97140-8802

LEGACY PATRICIA A
22582 SW MAIN ST #308
SHERWOOD, OR 97140-9936

LEWIS LINDY G
22651 SW LINCOLN ST
SHERWOOD, OR 97140-9394

LILES CLIFFORD V PAT S
22796 SW ORCUTT PL
SHERWOOD, OR 97140-9629

SCOLES DEE A LILES CLIFFORD
V/PATRICIA S &
22793 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

LINTNER CHERYL LINTNER JASON &
22986 SW MAIN ST
SHERWOOD, OR 97140-6203

BARBARA JO REV LIVING TRUST LUNDY
DANIEL WAYNE &
874 NW 22ND AVE
CANBY, OR 97013-2202

MAJOR PAMELA D
22650 SW HIGHLAND DR
SHERWOOD, OR 97140-7082

MARSHALL JOYCE E
15850 SW 1ST ST
SHERWOOD, OR 97140-9347

MARTIN PHYLLIS L
22738 SW ORCUTT PL
SHERWOOD, OR 97140-9629

MASSIE LAURIE P MASSIE PATRICK A &
15820 SW WILLAMETTE ST
SHERWOOD, OR 97140-9815

MAUZ ROBERT J
15953 SW DIVISION ST
SHERWOOD, OR 97140-9398

MCBRIDE JAYDE M
22933 SW WASHINGTON ST
SHERWOOD, OR 97140-7094

MCCLURE MICHELLE KOREN
2710 KADEMA DR
SACRAMENTO, CA 95864-6917

MCCOLM KAREN LOUISE
16101 SW 3RD ST
SHERWOOD, OR 97140-9074

ALL UNITS MCCORMICK CONDO
OWNERS OF
00000

BY THOMAS H/BETTY A MCCREADY TRS
MCCREADY FAMILY TRUST
23711 SW 195TH PL
SHERWOOD, OR 97140-8600

MCFARLAND HEATHER A
22977 SW PINE ST
SHERWOOD, OR 97140-7085

MCGEE BRADEN T & JENNIFER
15540 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

MENDRICKS KELLY W MENDRICKS PAUL
&
22843 SW PARK ROW AVE
SHERWOOD, OR 97140

MILLER CHARLEEN MILLER THOMAS M
&
17340 SW CHEYENNE WAY
TUALATIN, OR 97062-8469

MILLINGTON WILLIAM G & JULIE A
22707 SW ORCUTT PL
SHERWOOD, OR 97140-9629

MOLER LISA L
16741 SW HARGIS RD
BEAVERTON, OR 97007-6547

MOORE DEVELOPMENT GROUP LLC
#100
3933 LAKE WASHINGTON BLVD NE
KIRKLAND, WA 98033-7806

MORRIS CHRISSY & MATTHEW
15686 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

MORRIS CHRISTINA S MORRIS
MATTHEW R
15654 SW WILLAMETTE ST
SHERWOOD, OR 97140-9813

SHOTWELL MARY JEAN MORRIS SHANE
M &
1404 SW 21ST AVE
PORTLAND, OR 97201-2460

MORTON JIMMY D & KATHERINE S
15885 SW TUALATIN ST
SHERWOOD, OR 97140-9631

MUNSTERMAN STEVEN R & PAMELA J
23371 SW SHERK PL
SHERWOOD, OR 97140-9478

NABHAN BETHANY L
15758 SW WILLAMETTE ST
SHERWOOD, OR 97140-9814

ATTN: JEFF DOROTHY NEW LIFE
ASSEBLY OF GOD
PO BOX 878
SHERWOOD, OR 97140-0878

NEW WOOD LLC
8355 NE PARRETT MOUNTAIN RD
NEWBERG, OR 97132-9303

NGUYEN MARISOL CARLA NGUYEN
CUONG T &
15149 SW DARLA KAY CT
SHERWOOD, OR 97140

NELSON ROBYN R OCHS ERIC D &
15760 SW TUALATIN ST
SHERWOOD, OR 97140-9630

OREGON CARE GROUP LLC
302 9TH ST
WENATCHEE, WA 98801-1502

OTIS SANDRA M
22960 SW MAIN ST
SHERWOOD, OR 97140-6203

PATTERSON STEVEN O
22865 SW WASHINGTON ST
SHERWOOD, OR 97140-7092

PELTIER MARK A & KATHY AUSTIN
15937 SW DIVISION ST
SHERWOOD, OR 97140-9398

PENIUK JENNIFER M PENIUK TREVOR C
&
22831 SW PARK ROW AVE
SHERWOOD, OR 97140

PETTIJOHN MARY D REVOC LT
PETTIJOHN TOM H REVOC LT &
BY TOM H & MARY D PETTIJOHN TRS
PO BOX 341
SHERWOOD, OR 97140-0341

PFAFFLE-THOMPSON THERESA A
22463 SW WASHINGTON ST
SHERWOOD, OR 97140-9086

PIERCE PATRICK L
22940 SW MAIN ST
SHERWOOD, OR 97140-6203

JENSEN ROBERT & SHIRLEY
PILOTHOUSE 60 LLC &
BY KENSINGTON MANAGEMENT INC
25705 SW LABROUSSEE RD
SHERWOOD, OR 97140-8807

PINE STREET LLC
4015 SW COUNCIL CREST DR
PORTLAND, OR 97239-1527

PREDOAICA CONSTANTIN
22824 SW MAIN ST
SHERWOOD, OR 97140-6202

BY CAPSTONE PARTNERS LLC PREMIUM
PROPERTY SHERWOOD LLC
1015 NW 11TH AVE #243
PORTLAND, OR 97209-3496

RANDEL LORI
22710 SW ORCUTT PL
SHERWOOD, OR 97140-9629

REBER DANIEL HARVEY & CAROLYN M
22531 SW PARK ST
SHERWOOD, OR 97140-9096

REEDER JULIE ANN
22639 SW LINCOLN ST
SHERWOOD, OR 97140-9394

BARBAA A REYNOLDS THOMAS C
PO BOX 362
SHERWOOD, OR 97140-0362

RICHARDSON BRIAN F & SHELLY R
22377 SW MAIN ST
SHERWOOD, OR 97140-9417

ROME SANFORD M & MARILYN G
14645 SW WILLAMETTE ST
SHERWOOD, OR 97140-9836

ROS INVESTMENT PROPERTY LLC
2601 SE 111TH AVE #10
PORTLAND, OR 97266-1158

ROSENQUIST TINA RAE
22944 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

ROSS MARIKAY
22805 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

RUBLE JEFFREY A
PO BOX 4354
SUNRIVER, OR 97707-1354

RUDISHAUSER JOEL M & CACEY L
22918 NSW PINE ST
SHERWOOD, OR 97140

RUNNING RIDGE LLC
22467 SW ASH ST
SHERWOOD, OR 97140-6205

SHELLER DONALD J & YVONNE
23137 SW SCHAMBURG DR
SHERWOOD, OR 97140-9864

BY EDWARD & EUNICE SCHIELE TRS
SCHIELE FAMILY TRUST
16058 SW 3RD ST
SHERWOOD, OR 97140-9071

MAYS MARILYN K SCHIEWE MATTHEW
Y &
7630 SW 89TH AVE
PORTLAND, OR 97223-7076

SCHLAPPER AMY
22809 SW MAIN ST
SHERWOOD, OR 97140-6202

SCHROEDER WANDA SCHROEDER
SCOTT L &
20132 SW LEBEAU RD
SHERWOOD, OR 97140-8718

SCOLES DEE A
22793 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

SEIDEL JILL M
22571 SW LINCOLN ST
SHERWOOD, OR 97140-9400

SHERWOOD CITY OF
22560 SW PINE ST
SHERWOOD, OR 97140-9933

SHERWOOD CITY OF URBAN
SHERWOOD CITY OF
RENEWAL AGENCY
22560 SW PINE ST
SHERWOOD, OR 97140-9933

SHERWOOD HALL LLC
PO BOX 1698
BEAVERTON, OR 97075-1698

SHERWOOD LODGE I O O F 222
22556 SW WASHINGTON ST
SHERWOOD, OR 97140

ASSOCIATION SHERWOOD MASONIC
TEMPLE
22536 SW WASHINGTON ST
SHERWOOD, OR 97140-9083

SHERWOOD METHODIST CHURCH
PO BOX 127
SHERWOOD, OR 97140-0127

SHERWOOD OLD TOWN LLC
422 NW 13TH AVE #731
PORTLAND, OR 97209-2930

SHERWOOD SCHOOL DIST #88J
23295 SW MAIN ST
SHERWOOD, OR 97140-6309

AGENCY CITY OF SHERWOOD URBAN
RENEWAL
22560 SW PINE ST
SHERWOOD, OR 97140-9933

SIECKMAN CLARICE K
22936 SW PARK ROW
SHERWOOD, OR 97140-9812

SIMON JEFFREY C SIMON ELEANOR E &
16027 SW 2ND ST
SHERWOOD, OR 97140-9330

SIMPSON ETHEL F
22749 SW HIGHLAND DR
SHERWOOD, OR 97140-7083

SJ RENTALS LLC
15922 SW 2ND ST
SHERWOOD, OR 97140-9352

SOMMERS DUSTIN
22846 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

SPATH LARRY O
22990 SW PARK ROW AVE
SHERWOOD, OR 97140

SPRINGS II AT SHERWOOD II LLC
401 NE EVANS ST
MCMINNVILLE, OR 97128-4606

SPRINGS II AT SHERWOOD LLC
401 NE EVANS ST
MCMINNVILLE, OR 97128-4606

BY THE SPRINGS LIVING LLC SPRINGS II
AT SHERWOOD LLC
640 NE 3RD ST
MCMINNVILLE, OR 97128-4630

ST FRANCIS CATHOLIC CHURCH
15651 SW OREGON ST
SHERWOOD, OR 97140-9342

STANAWAY AMANDA C
16103 SW 2ND ST
SHERWOOD, OR 97140-9334

STATES WILLIAM A & DARLA C
22808 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

STEWART-MAPLETHORPE PROPERTIES
L
22595 SW PINE ST
SHERWOOD, OR 97140-9408

STICKEL KENNETH E
22750 SW ORCUTT PL
SHERWOOD, OR 97140-9629

SWAN MARY SUSAN
22978 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

THAYER LAUREN THAYER PAUL &
22836 SW MAIN ST
SHERWOOD, OR 97140-6202

THE GARDNER TEAM INC
21550 SW LEBEAU RD
SHERWOOD, OR 97140-9208

THORNTON RODERICK
PO BOX 1356
SHERWOOD, OR 97140-1356

TIRRAL SCOTT
22389 SW LINCOLN ST
SHERWOOD, OR 97140-8996

TOFTE ROSA ESPINOZA
15532 SW WILLAMETTE ST
SHERWOOD, OR 97140-9805

TOLLEN DOUGLAS M
22427 SW WASHINGTON ST
SHERWOOD, OR 97140-9086

TRAN TRAM ANH
22850 SW MAIN ST
SHERWOOD, OR 97140-6202

TURNER DAVID W
22966 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

US BANK
2800 EAST LAKE ST
MINNEAPOLIS, MN 55406-1930

VANDENHOEK DARCI K & KIRK A
16114 SW 2ND ST
SHERWOOD, OR 97140-9333

VANDENHOEK KENNETH M/RACHEL M
22845 SW HIGHLAND DR
SHERWOOD, OR 97140-7084

VEHAFRIC FRANK/EMILY A
15826 SW TUALATIN ST
SHERWOOD, OR 97140-9631

LIVING TRUST VERSTEEGH CHERYL
REVOCABLE
22335 SW WASHINGTON ST
SHERWOOD, OR 97140-9077

VOELKER GERALD B/PATRICIA M
22582 SW MAIN ST #4
SHERWOOD, OR 97140-9935

VOXIA COMMUNITY LH LLC
22461 SW PINE ST
SHERWOOD, OR 97140-9338

WALTER KORB ENTERPRISES LLC
15043 SW DIVISION ST
SHERWOOD, OR 97140-9461

WASHINGTON CHARLOTTE E
WASHINGTON DON &
15774 SW THRASHER WAY
SHERWOOD, OR 97140-8892

WEEKS ELLEN M WEEKS KEITH R &
PO BOX 743
LAKESIDE, MT 59922-0743

STEARNS EMILY WEICHOOLD KARL &
16137 SW 2ND ST
SHERWOOD, OR 97140-9334

WILSON JEFFREY L WILSON TARA E &
22910 SW MAIN ST
SHERWOOD, OR 97140-6203

WINDSOR PROPERTIES LTD
2245 NE CORNELL
HILLSBORO, OR 97124-5947

BARBARA J WOOD DONALD R JR &
22956 SW WASHINGTON ST
SHERWOOD, OR 97140-7093

BY VELMA A WOOLLEY TR WOOLLEY
VELMA A REV LIV TRUST
PO BOX 35
SHERWOOD, OR 97140-0035

YACKEY ANGELA J
22965 SW PINE ST
SHERWOOD, OR 97140-7085

YOUNG BILL D
22465 SW LINCOLN ST
SHERWOOD, OR 97140-8998

FAMILY TRUST ZOBRIST ROBERT &
SHAUNA L
21595 SW 110TH PL
TUALATIN, OR 97062-6029

Attachment E
Vicinity Map

Attachment F
Proposed Site Plan Modification



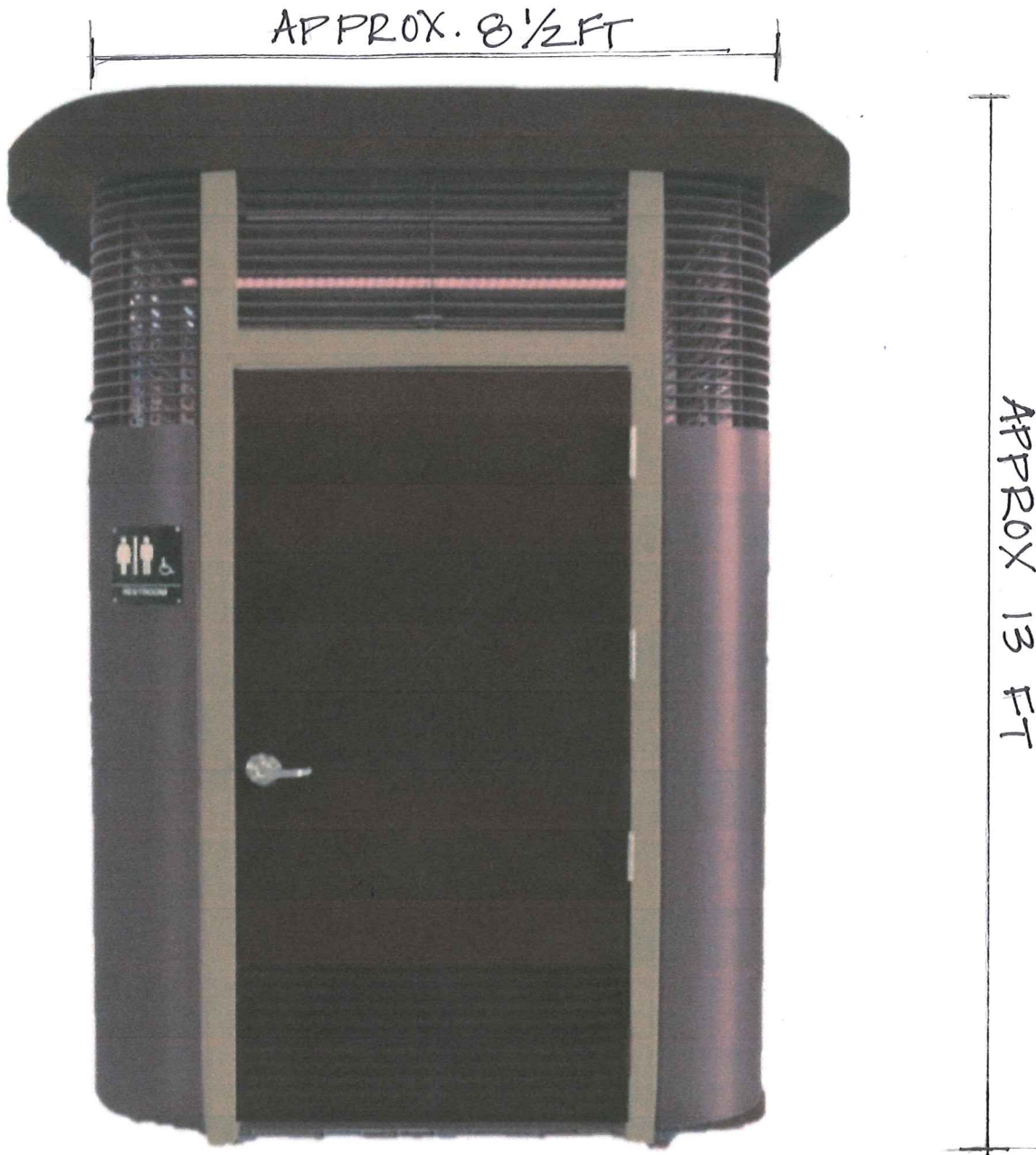
Cannery Plaza

- Plaza Restroom
- Sanitary Manhole
- Sanitary Main
- Sanitary Lateral
- Hydrants
- Water Main
- Service Lines
- Taxlots

Attachment G
Building Elevation



The Cannery Square Restroom Facility will be made of stainless steel in a powder-coated neutral, earth tone that matches the surrounding awning structures in the Cannery Plaza.

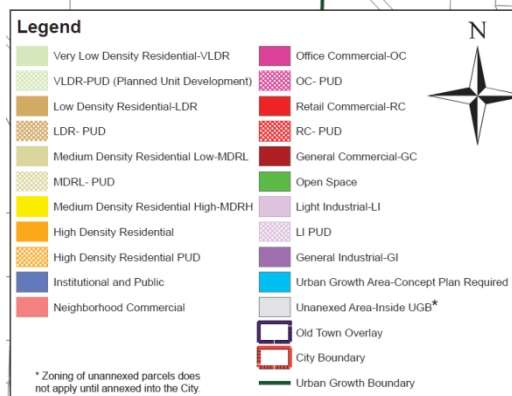
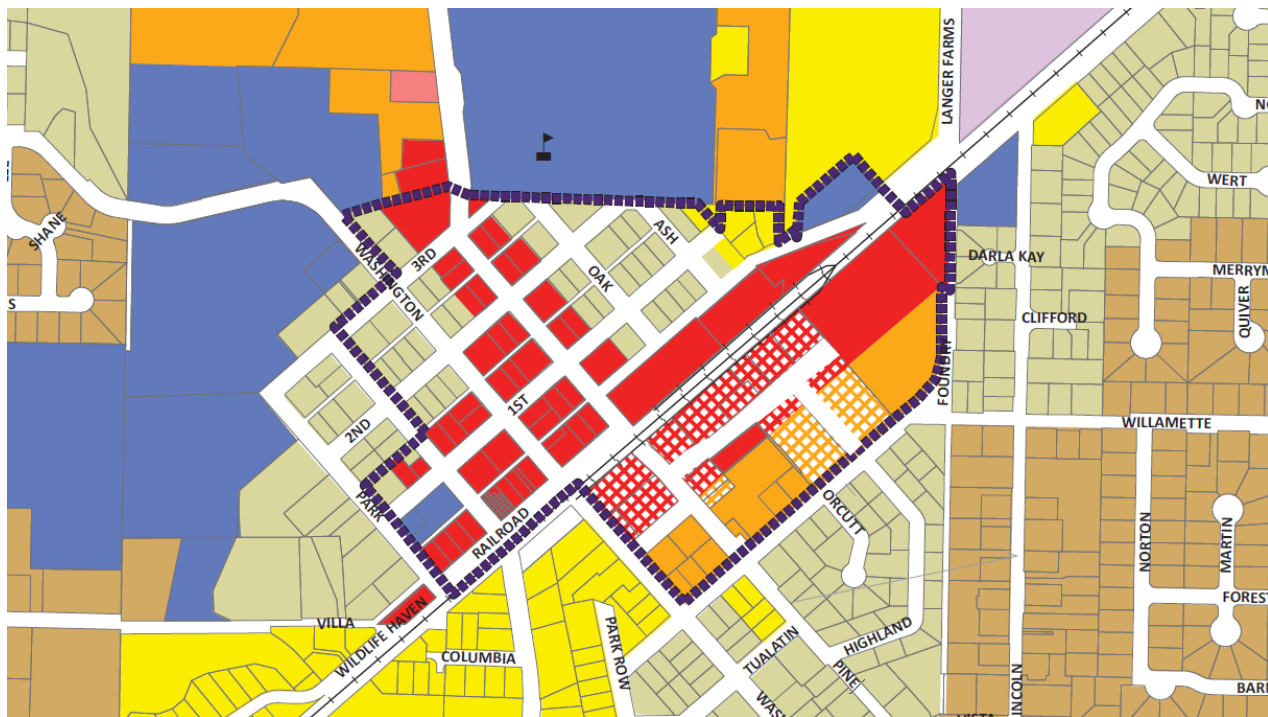


CANNERY SQUARE RESTROOM
HEIGHT: APPROX 13' WIDTH: APPROX 8 1/2'
DEPTH: APPROX. 10'

Attachment H
Surrounding Land Uses

Sherwood Cannery Square Restroom

Surrounding Land Uses



Attachment I
CWS Service Provider Letter Exemption



Clean Water Services File Number

17-000137

Sensitive Area Pre-Screening Site Assessment

1. Jurisdiction: Sherwood

2. Property Information (example 1S234AB01400)

Tax lot ID(s): 2S132BD08700

Site Address: 22622 SW Pine Street

City, State, Zip: Sherwood, OR, 97140

Nearest Cross Street: SW Columbia Street

3. Owner Information

Name: City of Sherwood

Company: _____

Address: 22560 SW Pine Street

City, State, Zip: Sherwood, OR, 97140

Phone/Fax: 503-925-2310

E-Mail: sheldonc@sherwoodoregon.gov

4. Development Activity (check all that apply)

- Addition to Single Family Residence (rooms, deck, garage)
- Lot Line Adjustment Minor Land Partition
- Residential Condominium Commercial Condominium
- Residential Subdivision Commercial Subdivision
- Single Lot Commercial Multi Lot Commercial

Other Addition of a restroom to the Cannery Plaza lot.

5. Applicant Information

Name: Heather Austin

Company: 3J Consulting

Address: 5075 SW Griffith Drive, Suite 150

City, State, Zip: Beaverton, OR, 97005

Phone/Fax: 503-887-2130

E-Mail: heather.austin@3j-consulting.com

6. Will the project involve any off-site work? Yes No Unknown

Location and description of off-site work _____

7. Additional comments or information that may be needed to understand your project _____

This application does NOT replace Grading and Erosion Control Permits, Connection Permits, Building Permits, Site Development Permits, DEQ 1200-C Permit or other permits as issued by the Department of Environmental Quality, Department of State Lands and/or Department of the Army COE. All required permits and approvals must be obtained and completed under applicable local, state, and federal law.

By signing this form, the Owner or Owner's authorized agent or representative, acknowledges and agrees that employees of Clean Water Services have authority to enter the project site at all reasonable times for the purpose of inspecting project site conditions and gathering information related to the project site. I certify that I am familiar with the information contained in this document, and to the best of my knowledge and belief, this information is true, complete, and accurate.

Print/Type Name Heather Austin Print/Type Title Senior Planner

ONLINE SUBMITTAL

Date _____

FOR DISTRICT USE ONLY

- Sensitive areas potentially exist on site or within 200' of the site. **THE APPLICANT MUST PERFORM A SITE ASSESSMENT PRIOR TO ISSUANCE OF A SERVICE PROVIDER LETTER.** If Sensitive Areas exist on the site or within 200 feet on adjacent properties, a Natural Resources Assessment Report may also be required.
- Based on review of the submitted materials and best available information Sensitive areas do not appear to exist on site or within 200' of the site. This Sensitive Area Pre-Screening Site Assessment does NOT eliminate the need to evaluate and protect water quality sensitive areas if they are subsequently discovered. This document will serve as your Service Provider letter as required by Resolution and Order 07-20, Section 3.02.1. All required permits and approvals must be obtained and completed under applicable local, State, and federal law.
- Based on review of the submitted materials and best available information the above referenced project will not significantly impact the existing or potentially sensitive area(s) found near the site. This Sensitive Area Pre-Screening Site Assessment does NOT eliminate the need to evaluate and protect additional water quality sensitive areas if they are subsequently discovered. This document will serve as your Service Provider letter as required by Resolution and Order 07-20, Section 3.02.1. All required permits and approvals must be obtained and completed under applicable local, state and federal law.
- This Service Provider Letter is not valid unless _____ CWS approved site plan(s) are attached.

The proposed activity does not meet the definition of development or the lot was platted after 9/9/95 ORS 92.040(2). NO SITE ASSESSMENT OR SERVICE PROVIDER LETTER IS REQUIRED. **SEE SHERWOOD CANNERY SQUARE PLAT**

Reviewed by Chuck Hinchell Date 1/18/17



Cannery Plaza	
	Plaza_Restroom
	Sanitary Manhole
	Sanitary Main
	Sanitary Lateral
	Hydrants
	Water Main
	Service Lines

Attachment J
Title Report
(Located in City Files)



First American Title Insurance Company
National Commercial Services
200 SW Market Street, Suite 250
Portland, Oregon 97201

Escrow Officer: **Mavis Kimball**
Phone: **(503)795-7603**
Fax: **(503)795-7614**
E-mail **mkimball@firstam.com**

File No: **NCS-346311-OR1**

Title Officer: **Jennifer L. Watson**
Phone: **(503)790-7866**
Fax: **(503)795-7614**
E-mail **jewatson@firstam.com**

File No: **NCS-346311-OR1**

SUPPLEMENTAL PRELIMINARY TITLE REPORT

ALTA Owners Standard Coverage	Liability	\$	TBD	Premium	\$	TBD
ALTA Owners Extended Coverage	Liability	\$		Premium	\$	
ALTA Lenders Standard Coverage	Liability	\$		Premium	\$	
ALTA Lenders Extended Coverage	Liability	\$		Premium	\$	
ALTA Leasehold Standard Coverage	Liability	\$		Premium	\$	
ALTA Leasehold Extended Coverage	Liability	\$		Premium	\$	
Endorsements	Liability	\$		Premium	\$	
Govt Service Charge				Cost	\$	
Other					\$	

We are prepared to issue Title Insurance Policy or Policies in the form and amount shown above, insuring title to the following described land:

The land referred to in this report is described in Exhibit "A" attached hereto.

and as of **09/22/2008** at **8:00 a.m.**, title vested in:

City of Sherwood, an Oregon municipal corporation

Subject to the exceptions, exclusions, and stipulations which are ordinarily part of such Policy form and the following:

Attachment J

This report is for the exclusive use of the parties herein shown and is preliminary to the issuance of a title insurance policy and shall become void unless a policy is issued, and the full premium paid.

1. General and special taxes and assessments for the fiscal year 2007-2008 are exempt. If the exempt status is terminated an additional tax may be levied. Account No's. R555599, R555615, and R556017

2. City liens, if any, for the city of Sherwood.

Note: An inquiry has NOT been made concerning the actual status of such liens. A fee of \$25.00 will be charged per tax account each time an inquiry request is made.

3. These premises are within the boundaries of the Clean Water Services District and are subject to the levies and assessments thereof.

4. An easement for underground storm drain sewer line and incidental purposes, recorded October 27, 1997 as Fee No. 97100724

In Favor of: 100 Oregon Inc., its successors and assigns

Affects: Parcel VII

5. Unrecorded leases or periodic tenancies, if any.

6. The following matters pertain to Lenders Extended coverage only:

- a) Parties in possession, or claiming to be in possession, other than the vestees shown herein
- b) Statutory liens for labor and/or materials, including liens for contributions due to the State of Oregon for employment compensation and for workman's compensation, or any rights thereto, where no notice of such liens or rights appears of record.

7. General and special taxes and assessments for the fiscal year 2008-2009, a lien not yet due or payable.

8. The effect of a deed executed by City of Sherwood, an Oregon municipal corporation to City of Sherwood Urban Renewal Agency, the duly designated Urban Renewal Agency for the City of Sherwood, recorded May 16, 2008 as Fee No. 2008-044746 of Official Records.

Said deed does not contain a valid legal description.

9. The following matters disclosed by an ALTA/ACSM survey made by Caswell/Hertel Surveyors, Inc. on July 24, 2008 and last revised August 20, 2008, designated Job No. 7612:

a) Encroachments of guy anchors, power poles, sidewalk and no parking sign over the Southerly portion of Parcel VII

-END OF EXCEPTIONS-

INFORMATIONAL NOTES

NOTE: Evidence of the authority of the individual(s) to execute the forthcoming document for Capstone Partners, LLC, an Oregon limited liability company, copies of the current operating agreement should be submitted prior to closing.

NOTE: This report does not include a search for Financing Statements filed in the office of the Secretary of State, or in a county other than the county wherein the premises are situated, and no liability is assumed if a Financing Statement is filed in the office of the County Clerk (Recorder) covering fixtures on the premises wherein the lands are described other than by metes and bounds or under the rectangular survey system or by recorded lot and book.

NOTE: Washington County Ordinance No. 267, filed August 5, 1982 in Washington County, Oregon, imposes a tax of \$1.00 per thousand or fraction thereof on the transfer of real property located within Washington County.

Preliminary Report

Order Number: NCS-346311-OR1

Page Number: 4

**THANK YOU FOR CHOOSING FIRST AMERICAN TITLE
WE KNOW YOU HAVE A CHOICE!**

Cc: GVA Kidder Mathews

Attn: Tony Reser

Cc: Capstone Partners, LLC

Attn: Jeff Sackett & Eric Lindahl

Cc:

Attn:



First American Title Insurance Company of Oregon

SCHEDULE OF EXCLUSIONS FROM COVERAGE

ALTA LOAN POLICY (10/17/92)

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses which arise by reason of:

- (a) Any law, ordinance or governmental regulation (including but not limited to building and zoning laws, ordinances, or regulations) restricting, regulating, prohibiting or relating to (i) the occupancy, use, or enjoyment of the land; (ii) the character, dimensions or location of any improvement now or hereafter erected on the land; (iii) a separation in ownership or a change in the dimensions or area of the land or any parcel of which the land is or was a part; or (iv) environmental protection, or the effect of any violation of these laws, ordinances or governmental regulations, except to the extent that a notice of the enforcement thereof or a notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy;
- (b) Any governmental police power not excluded by (a) above, except to the extent that a notice of the exercise thereof or a notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
- Rights of eminent domain unless notice of the exercise thereof has been recorded in the public records at Date of Policy, but not excluding from coverage any taking which has occurred prior to Date of Policy which would be binding on the rights of a purchaser for value without knowledge.
- Defects, liens, encumbrances, adverse claims, or other matters:
 - created, suffered, assumed or agreed to by the Insured claimant;
 - not known to the Company, not recorded in the public records at Date of Policy, but known to the Insured claimant and not disclosed in writing to the Company by the Insured claimant prior to the date the Insured claimant became an Insured under this policy;
 - resulting in no loss or damage to the Insured claimant;
 - attaching or created subsequent to Date of Policy (except to the extent that this policy insures the priority of the lien of the Insured mortgage over any statutory lien for services, labor or material or the extent insurance is afforded herein as to assessments for street improvements under construction or completed at date of policy); or
 - resulting in loss or damage which would not have been sustained if the insured claimant had paid value for the Insured mortgage.
- Unenforceability of the lien of the Insured mortgage because of the inability or failure of the Insured at Date of Policy, or the inability or failure of any subsequent owner of the indebtedness, to comply with the applicable "doing business" laws of the state in which the land is situated.
- Invalidity or unenforceability of the lien of the Insured mortgage, or claim thereof, which arises out of the transaction evidenced by the insured mortgage and is based upon usury or any consumer credit protection or truth in lending law.
- Any statutory lien for services, labor or materials (or the claim of priority of any statutory lien for services, labor or materials over the lien of the insured mortgage) arising from an improvement or work related to the land which is contracted for and commenced subsequent to Date of Policy and is not financed in whole or in part by proceeds of the indebtedness secured by the insured mortgage which at Date of Policy the Insured has advanced or is obligated to advance.
- Any claim, which arises out of the transaction creating the interest of the mortgagee insured by this policy, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that is based on:
 - the transaction creating the interest of the insured mortgagee being deemed a fraudulent conveyance or fraudulent transfer; or
 - the subordination of the interest of the insured mortgagee as a result of the application of the doctrine of equitable subordination; or
 - the transaction creating the interest of the insured mortgagee being deemed a preferential transfer except where the preferential transfer results from the failure:
 - to timely record the instrument of transfer; or
 - of such recordation to impart notice to a purchaser for value or a judgment or lien creditor.

ALTA OWNER'S POLICY (10/17/92)

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses which arise by reason of:

- (a) Any law, ordinance or governmental regulation (including but not limited to building and zoning laws, ordinances, or regulations) restricting, regulating, prohibiting or relating to (i) the occupancy, use, or enjoyment of the land; (ii) the character, dimensions or location of any improvement now or hereafter erected on the land; (iii) a separation in ownership or a change in the dimensions or area of the land or any parcel of which the land is or was a part; or (iv) environmental protection, or the effect of any violation of these laws, ordinances or governmental regulations, except to the extent that a notice of the enforcement thereof or a notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
- (b) Any governmental police power not excluded by (a) above, except to the extent that a notice of the exercise thereof or a notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
- Rights of eminent domain unless notice of the exercise thereof has been recorded in the public records at Date of Policy, but not excluding from coverage any taking which has occurred prior to Date of Policy which would be binding on the rights of a purchaser for value without knowledge.
- Defects, liens, encumbrances, adverse claims, or other matters:
 - created, suffered, assumed or agreed to by the insured claimant;
 - not known to the Company, not recorded in the public records at Date of Policy, but known to the insured claimant and not disclosed in writing to the Company by the insured claimant prior to the date the insured claimant became an Insured under this policy;
 - resulting in no loss or damage to the insured claimant;
 - attaching or created subsequent to Date of Policy; or
 - resulting in loss or damage which would not have been sustained if the Insured claimant had paid value for the estate or interest insured by this policy.
- Any claim, which arises out of the transaction vesting in the insured the estate or interest insured by this policy, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that is based on:
 - the transaction creating the estate or interest insured by this policy being deemed a fraudulent conveyance or fraudulent transfer; or
 - the transaction creating the estate or interest insured by this policy being deemed a preferential transfer except where the preferential transfer results from the failure:
 - to timely record the instrument of transfer; or
 - of such recordation to impart notice to a purchaser for value or a judgment or lien creditor.

SCHEDULE OF STANDARD EXCEPTIONS

The ALTA standard policy form will contain in Schedule B the following standard exceptions to coverage:

- Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceeding by a public agency which may result in taxes or assessments, or notice of such proceedings, whether or not shown by the records of such agency or by the public records.
- Facts, rights, interests, or claims which are not shown by the public records but which could be ascertained by an inspection of said land or by making inquiry of persons in possession thereof.
- Easements or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
- Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
- Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law or not shown by the public records.

NOTE: A SPECIMEN COPY OF THE POLICY FORM (OR FORMS) WILL BE FURNISHED UPON REQUEST

TI 149 Rev. 6-06

Exhibit "A"

Real property in the County of Washington , State of Oregon, described as follows:

PARCEL I:

BEGINNING AT A POINT ON THE SOUTHERLY BOUNDARY OF THE SOUTHERN PACIFIC RIGHT OF WAY, FROM WHICH THE CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON, BEARS SOUTH 47°17' WEST, 230.0 FEET AND SOUTH 43°24' EAST, 1443.0 FEET, BEING ALSO THE MOST NORTHERLY CORNER OF THE WAREHOUSE LOT; FROM THE SAID BEGINNING POINT;
RUNNING THENCE SOUTH 43°33' EAST, 200.00 FEET TO THE NORTHERLY LINE OF THAT CERTAIN TRACT OF LAND, DEED FOR WHICH IS RECORDED IN DEED BOOK 102, PAGE 0497;
THENCE WITH THE NORTHERLY LINE OF SAID TRACT, NORTH 47°50' EAST, 90 FEET;
THENCE NORTH 43°33' WEST, 200.26 FEET TO THE ABOVE DESCRIBED RIGHT OF WAY LINE;
THENCE SOUTH 47°18' WEST 90 FEET TO THE PLACE OF BEGINNING.

PARCEL II:

BEGINNING AT THE CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON;
RUNNING THENCE NORTH 43°24' WEST, 21.87 CHAINS TO THE SOUTH BOUNDARY LINE OF THE SOUTHERN PACIFIC RAILROAD RIGHT OF WAY;
THENCE NORTH 47°15' EAST, 130 FEET TO THE PLACE OF BEGINNING;
THENCE NORTH 47°18' EAST, 100 FEET;
THENCE SOUTH 46°36' EAST, 200 FEET;
THENCE SOUTH 42°45' WEST, 100 FEET;
THENCE NORTH 43°24' WEST, 200 FEET TO THE PLACE OF BEGINNING.

PARCEL III:

BEGINNING AT THE CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON AND
RUNNING THENCE NORTH 43°24' WEST, 21.87 CHAINS TO THE SOUTH BOUNDARY LINE OF THE RIGHT OF WAY OF THE PORTLAND AND WILLAMETTE VALLEY RAILROAD COMPANY (NOW HELD AND USED BY SOUTHERN PACIFIC COMPANY);
THENCE NORTH 47°15' EAST, 30 FEET TO A POINT WHICH IS THE TRUE PLACE OF BEGINNING OF THE LAND HEREBY DESCRIBED;
THENCE RUNNING NORTH 47°15' EAST 100 FEET;
THENCE SOUTH 46°36' EAST, 50 FEET;
THENCE SOUTH 42°45' WEST, 100 FEET;
THENCE NORTH 43°24' WEST, 50 FEET TO THE PLACE OF BEGINNING.

PARCEL IV:

BEGINNING AT A POINT ON THE SOUTHERLY LINE OF THE RIGHT OF WAY OF THE SOUTHERN PACIFIC COMPANY, WHICH IS NORTH 43°24' WEST, 1443.0 FEET OF THE CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON, SAID POINT BEING ALSO THE NORTHERLY CORNER OF EPLER'S ADDITION TO SHERWOOD;
THENCE NORTH 47° 14' EAST ALONG SAID SOUTHEASTERLY RIGHT OF WAY LINE, 30.0 FEET TO THE MOST WESTERLY CORNER OF TRACT CONVEYED TO WILLIAM FRANKLIN SMITH BY DEED RECORDED IN DEED BOOK 106, PAGE 0359;
THENCE SOUTH 43°24' EAST, 50.0 FEET TO THE MOST SOUTHERLY CORNER OF SAID SMITH TRACT;

THENCE NORTH 47° 15' EAST, 100.0 FEET TO THE MOST EASTERLY CORNER OF SAID SMITH TRACT;
THENCE SOUTH 43°24' EAST ALONG THE SOUTHWESTERLY LINE OF TRACT CONVEYED TO CRAVES
CANNING CO., A CORPORATION, BY DEED RECORDED IN DEED BOOK 121, PAGE 0076, 40.0 FEET;
THENCE SOUTH 47°26' WEST, 130.0 FEET TO THE NORTHEASTERLY LINE OF SAID EPLER'S ADDITION;
AND
THENCE NORTH 43°24' WEST TO THE TRUE PLACE OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION DEDICATED FOR RIGHT-OF-WAY PURPOSES BY RESOLUTION
2007-080 RECORDED NOVEMBER 2, 2007 AS FEE NO. 2007-115729.

PARCEL V:

ALL OF LOT 5, BLOCK 1, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN THE
COUNTY OF WASHINGTON AND STATE OF OREGON.

EXCEPT A STRIP FROM THE SOUTHERLY END OF SAID LOT WHICH HAS BEEN PREVIOUSLY DEEDED TO
THE TOWN OF SHERWOOD FOR STREET PURPOSES BY DEED BOOK 147, PAGE 0079.

ALSO EXCEPTING THEREFROM THAT PORTION DEDICATED FOR RIGHT-OF-WAY PURPOSES BY
RESOLUTION 2007-080 RECORDED NOVEMBER 2, 2007 AS FEE NO. 2007-115729.

PARCEL VI:

BEGINNING AT THE MOST NORTHERLY CORNER OF LOT 5, BLOCK 1, EPLER'S ADDITION TO
SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN WASHINGTON COUNTY, OREGON;
THENCE WITH THE NORTHEASTERLY LINE OF SAID LOT EXTENDED, NORTH 43°24' WEST, 18.0 FEET
TO THE SOUTHEASTERLY RIGHT OF WAY LINE OF THE SOUTHERN PACIFIC COMPANY;
THENCE RUNNING ALONG SAID RIGHT OF WAY LINE, SOUTH 47°33' WEST 50.0 FEET;
THENCE SOUTH 43°24' EAST, 18.0 FEET TO THE MOST WESTERLY CORNER OF SAID LOT 5; AND
THENCE NORTH 47°33' EAST, 50.0 FEET TO THE PLACE OF BEGINNING.

PARCEL VII:

BEGINNING AT A POINT ON THE SOUTHEASTERLY BOUNDARY LINE OF THE SOUTHERN PACIFIC RIGHT
OF WAY, IN SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN
WASHINGTON COUNTY, OREGON; FROM SAID BEGINNING POINT THE CENTER OF SAID SECTION 32
BEARS SOUTH 47°17', WEST, 320 FEET AND SOUTH 43°24' EAST, 1443 FEET; FROM SAID BEGINNING
POINT;
RUNNING THENCE WITH THE SAID RIGHT OF WAY LINE, NORTH 47°17' EAST, 350.8 FEET;
THENCE SOUTH 42°44' EAST, 511 FEET;
THENCE SOUTH 47°24' WEST, 328 FEET;
THENCE NORTH 43°24' WEST, 310 FEET TO AN IRON PIPE AT THE MOST NORTHERLY CORNER OF
TRACT, DEED FROM WHICH IS RECORDED IN DEED BOOK 102, PAGE 0497;
THENCE WITH THE NORTHWESTERLY LINE OF SAID TRACT SOUTH 47°50' WEST, 17 FEET;
THENCE NORTH 43°33' WEST, 200.26 FEET TO THE PLACE OF BEGINNING.

PARCEL VIII:

BEGINNING AT AN IRON PIPE WHICH BEARS NORTH 43°24' WEST 1243.4 FEET AND NORTH 47°15'
EAST 337.85 FEET FROM A STONE SET FOR THE CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE
1 WEST OF THE WILLAMETTE MERIDIAN, IN THE COUNTY OF WASHINGTON AND STATE OF OREGON;
SAID POINT OF BEGINNING BEING THE MOST NORTHERLY CORNER OF A TRACT OF LAND CONVEYED
TO THE CITIZENS BANK OF SHERWOOD BY DEED RECORDED IN DEED BOOK 154, PAGE 0449;
THENCE SOUTH 43°24' EAST ALONG THE NORTHEASTERLY LINE OF SAID TRACT, 280 FEET TO A
CORNER OF SAME;

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Order Number: NCS-346311-OR1

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THENCE SOUTH 47°15' WEST 17 FEET TO A POINT;
THENCE NORTH 43°24' WEST 280 FEET TO A POINT;
THENCE NORTH 47°15' EAST TO THE PLACE OF BEGINNING.

PARCEL IX:

ALL OF LOTS 7 AND 8, BLOCK 1 EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN WASHINGTON COUNTY, OREGON;

EXCEPTING A TRACT DEEDED BY ELLA WECKERT TO THE PUBLIC FOR STREET PURPOSES, BY INSTRUMENT RECORDED IN DEED BOOK 147, PAGE 0079.

PARCEL X:

BEGINNING AT THE MOST NORTHERLY CORNER OF LOT 7, BLOCK 1, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN WASHINGTON COUNTY, OREGON;
THENCE SOUTHERLY ALONG THE NORTHWESTERLY LINE OF SAID BLOCK 1, 105 FEET TO THE MOST WESTERLY CORNER OF LOT 8 IN SAID BLOCK;
THENCE NORTH 43°24' WEST FOLLOWING THE MOST SOUTHERLY LINE OF SAID LOT 8 IF EXTENDED, 18 FEET TO THE SOUTHEASTERLY LINE OF THE RIGHT OF WAY OF THE SOUTHERN PACIFIC RAILROAD;
THENCE NORTHERLY FOLLOWING THE SOUTHEASTERLY LINE OF SAID RIGHT OF WAY 105 FEET;
THENCE SOUTH 43°24' EAST, 18 FEET TO THE PLACE OF BEGINNING.

PARCEL XI:

THE NORTHEASTERLY 15 FEET OF LOT 6, BLOCK 1, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN THE COUNTY OF WASHINGTON AND STATE OF OREGON.

PARCEL XII:

BEGINNING AT THE MOST NORTHERLY CORNER OF LOT 6, BLOCK 1, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN THE COUNTY OF WASHINGTON AND STATE OF OREGON;
THENCE WITH THE NORTHEASTERLY LINE OF SAID LOT EXTENDED, NORTH 43°24' WEST 18 FEET TO THE SOUTHEASTERLY RIGHT OF WAY LINE OF THE SOUTHERN PACIFIC COMPANY;
THENCE RUNNING WITH SAID RIGHT OF WAY LINE, SOUTH 47°33' WEST 15 FEET;
THENCE SOUTH 43°24' EAST 18 FEET TO THE WESTERLY LINE OF SAID LOT 6, BLOCK 1, EPLER'S ADDITION TO SHERWOOD;
THENCE WITH THE SAID WESTERLY LINE OF LOT 6, NORTH 47°33' EAST 15 FEET TO THE PLACE OF BEGINNING.

PARCEL XIII:

BEGINNING AT THE SOUTHWEST CORNER OF THAT CERTAIN TRACT DEEDED TO JOHN BRIGHOUSE AND IVY M. BRIGHOUSE IN DEED BOOK 254, PAGE 0025, SAID BEGINNING POINT BEING NORTH 43°24' WEST 1353.42 FEET FROM A STONE MARKED WITH X, SET FOR CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON;
RUNNING THENCE NORTH 47°15' EAST AND PARALLEL WITH THE PORTLAND AND WILLAMETTE VALLEY RAILROAD RIGHT OF WAY 130 FEET;
THENCE SOUTH 43°24' EAST 110 FEET;
THENCE NORTH 47°15' EAST AND PARALLEL WITH SAID PORTLAND AND WILLAMETTE VALLEY RAILROAD RIGHT OF WAY 6 FEET;
THENCE SOUTH 43°24' EAST 105 FEET;

THENCE SOUTH 47°15' WEST AND PARALLEL WITH SAID RAILROAD RIGHT OF WAY 48 FEET;
THENCE NORTH 43°24' WEST 75 FEET;
THENCE SOUTH 47°15' WEST 13 FEET;
THENCE NORTH 43°24' WEST 128 FEET;
THENCE SOUTH 47°15' WEST 75 FEET TO THE SOUTH LINE OF BRIGHOUSE TRACT;
THENCE NORTH 43°24' WEST 12 FEET TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION DEDICATED FOR RIGHT-OF-WAY PURPOSES BY RESOLUTION 2007-080 RECORDED NOVEMBER 2, 2007 AS FEE NO. 2007-115729.

PARCEL XIV:

BEGINNING AT THE SOUTHWEST CORNER OF THAT CERTAIN TRACT DEEDED TO JOHN BRIGHOUSE AND IVY M. BRIGHOUSE IN DEED BOOK 254, PAGE 0025, SAID BEGINNING POINT BEING NORTH 43°24' WEST 1353.42 FEET FROM A STONE MARKED WITH X, SET FOR CENTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, IN WASHINGTON COUNTY, OREGON;
RUNNING THENCE SOUTH 43°24' EAST 12 FEET TO THE TRUE POINT OF BEGINNING OF THE TRACT TO BE DESCRIBED;
THENCE NORTH 47°15' EAST 75 FEET TO A POINT;
THENCE SOUTH 43°24' EAST 128 FEET;
THENCE NORTH 47°15' EAST 13 FEET;
THENCE SOUTH 43°24' EAST 75 FEET TO A POINT;
THENCE SOUTH 47°15' WEST 88 FEET, MORE OR LESS, TO A POINT WHICH IS SOUTH 43°24' EAST OF THE TRUE POINT OF BEGINNING;
THENCE NORTH 43°24' WEST TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION DEDICATED FOR RIGHT-OF-WAY PURPOSES BY RESOLUTION 2007-080 RECORDED NOVEMBER 2, 2007 AS FEE NO. 2007-115729.

PARCEL XV:

LOT 6, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), IN THE CITY OF SHERWOOD, COUNTY OF WASHINGTON AND STATE OF OREGON.

TOGETHER WITH THAT PORTION OF THE VACATED STREET LYING ADJACENT TO AND NORTHWESTERLY OF SAID LOT 6 WHICH INURED THERETO BY ORDINANCE NO. 112, RECORDED MAY 14, 1931 IN BOOK 147, PAGE 0080.

EXCEPTING THEREFROM THE NORTHERLY MOST 15 FEET OF SAID LOT 6, LYING WITHIN 15 FEET OF THE BOUNDARY LINE BETWEEN AND COMMON TO LOTS 5 AND 6, EPLER'S ADDITION TO SHERWOOD (PLAT VOLUME 3, PAGE 0004), AS CONVEYED TO PORTLAND CANNING COMPANY, INC., AN OREGON CORPORATION, BY DEED RECORDED JUNE 11, 1953 IN BOOK 345, PAGE 0621.

THE LEGAL DESCRIPTION WAS CREATED PRIOR TO JANUARY 01, 2008.



Engineering Land Use Application Comments

To: Matt Straite, Planning Consultant
From: Craig Christensen, P.E., Engineering Department
Project: Cannery Square Restroom (MMSP 17-01)
Date: April 4, 2017

Engineering staff has reviewed the information provided for the above cited project. Final construction plans will need to meet the standards established by the City of Sherwood Engineering Department and Public Works Department, Clean Water Services (CWS) and Tualatin Valley Fire & Rescue in addition to requirements established by other jurisdictional agencies providing land use comments. City of Sherwood Engineering Department comments are as follows:

Sanitary Sewer

The subject property currently has a sanitary sewer lateral stubbed to the property. The proposed development is proposing to connect into this existing lateral.

Any new private sanitary sewer to be installed shall be in compliance with the current Oregon Plumbing Specialty Code (plumbing permit required).

Water

The subject property currently has water service. The proposed development is proposing to use the existing water service.

Any new private water lines to be installed shall be in compliance with the current Oregon Plumbing Specialty Code (plumbing permit required).

Storm Sewer

The subject property currently has storm sewer service. The new restroom (± 100 sf) does not create any new impervious area and appears that the roof will drain onto the existing brick surface onsite.

Any new private storm sewer shall be installed in compliance with the current Oregon Plumbing Specialty Code (plumbing permit required).

Transportation

The addition of the restroom facility to the existing property does not significantly affect the public transportation system.

Exhibit B

Project: Cannery Square Restroom (MMSP 17-01)
Date: April 4, 2017
Page: 2 of 2

Grading and Erosion Control:

Due to the nature of this work, grading and erosion control will likely be included as part of the building permit.

Other Engineering Issues:

CONDITION: Prior to receiving a building/plumbing permit the developer shall obtain a Service Provider Letter from Clean Water Services.

CONDITION: Prior to receiving a building/plumbing permit, a Storm Water Connection Permit Authorization shall be obtained from Clean Water Services.

No work within public right-of-way is anticipated. If developer needs to perform work within the public right-of-way, then a right-of-way permit shall be obtained from the City of Sherwood.

END OF COMMENTS.

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: 4/11/17 Agenda Item: 6a Public Hearing - MMSP 17-02
Cannery Square Restroom Facility

NOTE: If you want to speak to the Commission about more than one subject, please fill out 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: Heather Austin

Address: 5075 SW Griffith Drive, Ste 150

City/State/Zip: Beaverton, OR 97005

Email Address: heather.austin@3j-consulting.com

I represent: Myself Other Sherwood Public Works

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



CANNERY SQUARE RESTROOM

MINOR SITE PLAN MODIFICATION

MMSP 17-01

Planning Commission Public Hearing

APRIL 11, 2017



04.11.17
Date

PC
Gov. Body

6.9
Agenda Item

1
Exhibit #

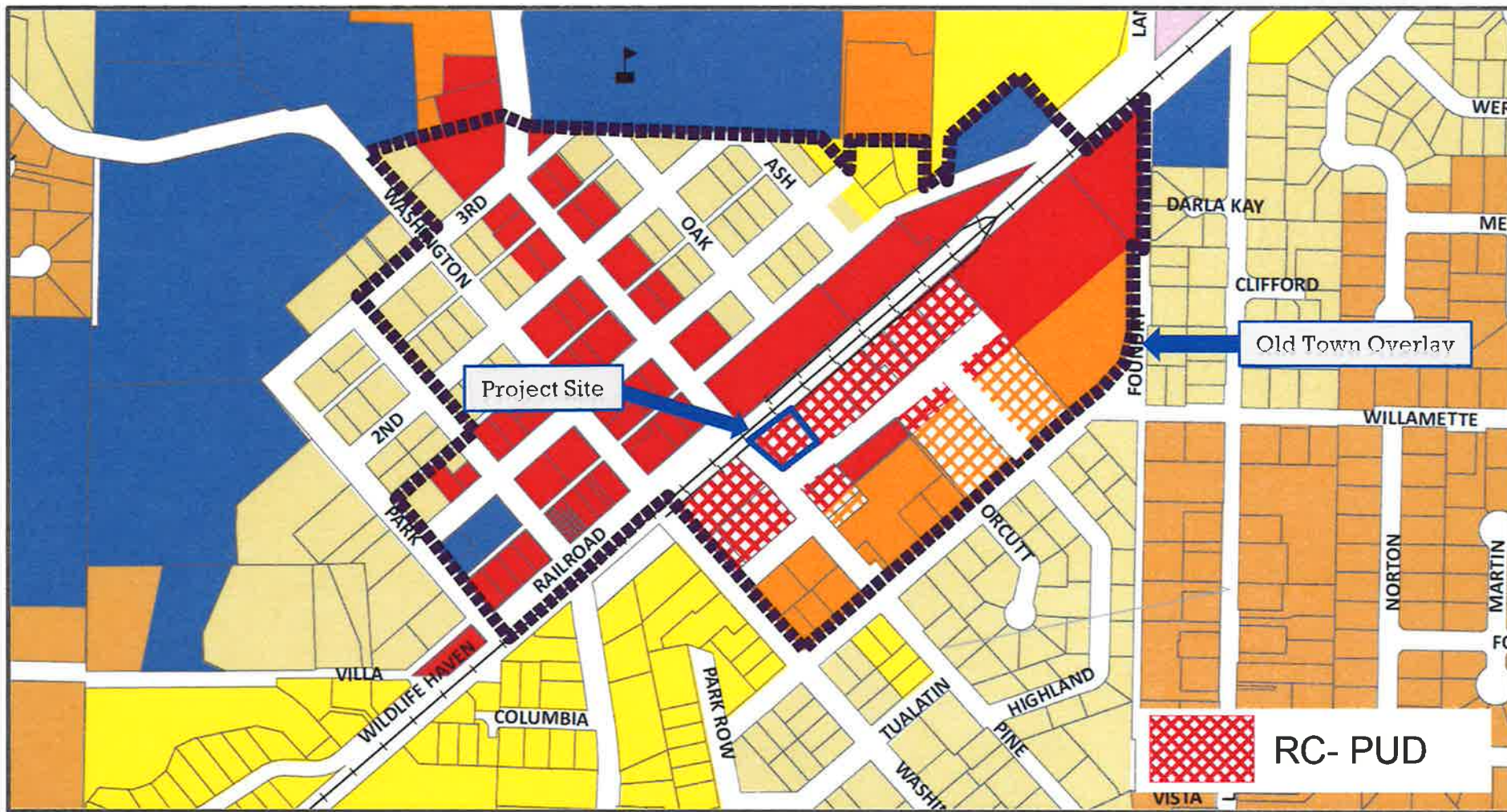
City Hall (you are here)

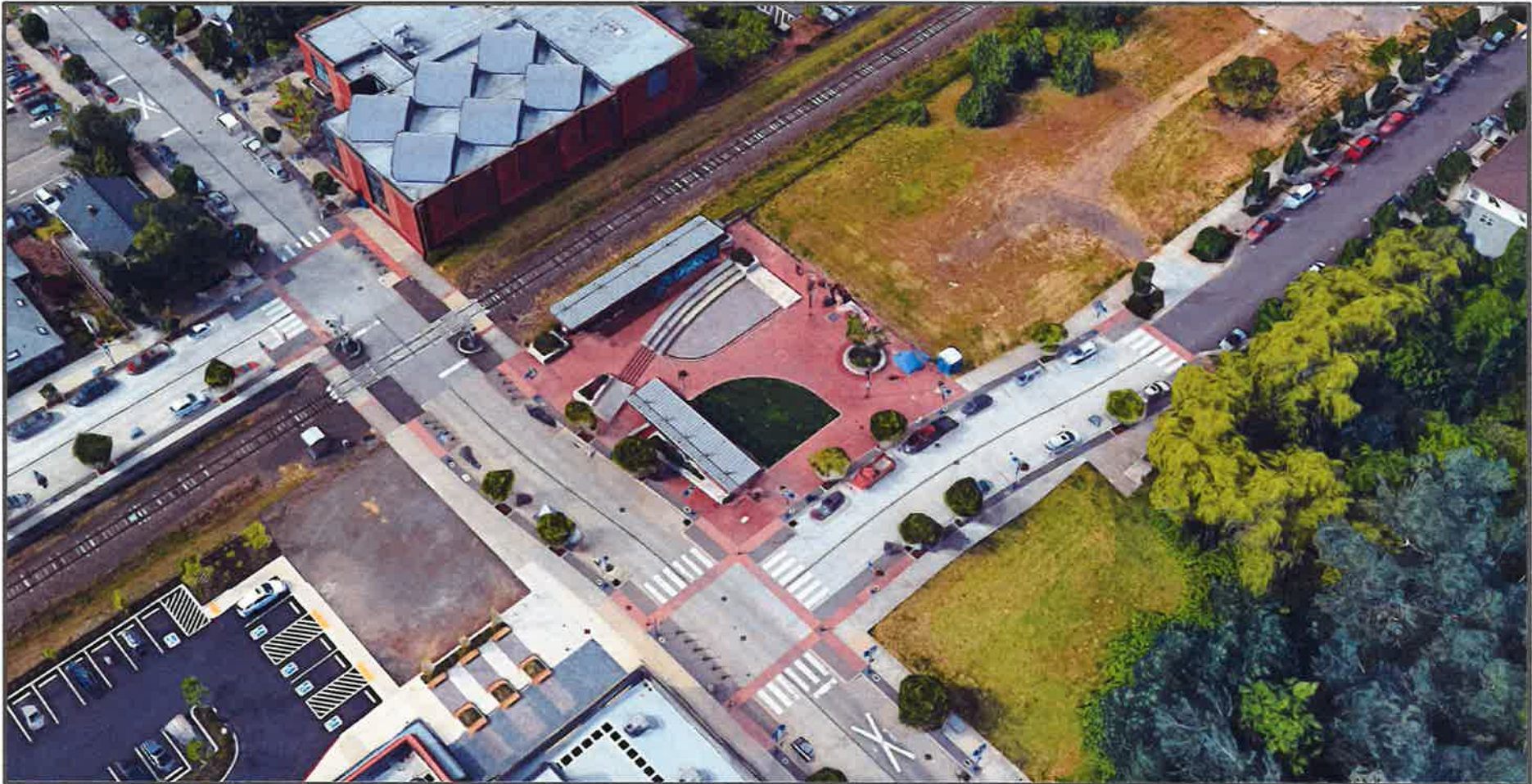
Project Site

Performing Arts Center



VICINITY MAP







PROJECT DESCRIPTION

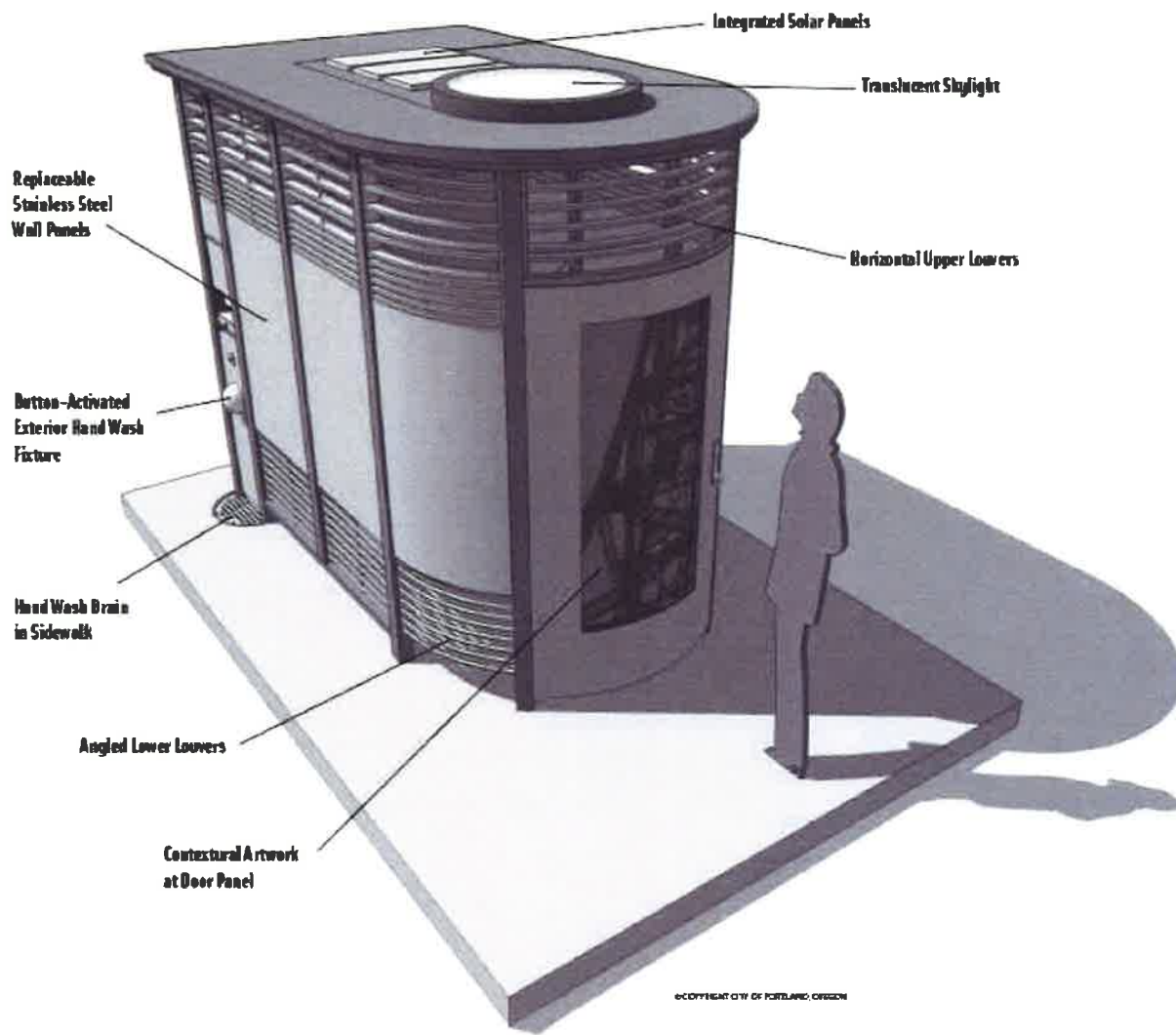


The Portland Loo

LIGHTWEIGHT.
The unit is composed of a minimum of materials. Utilizing stainless steel wall panels mounted to a slim profile steel structure means that the Portland Loo weighs a fraction of a typical restroom and can be delivered on site as a complete enclosure.

OPEN.
Louvers at the top and bottom of the wall create an interior environment that offers complete visual privacy, while remaining as connected with the outside as possible. The lower louvers are angled to provide law enforcement the opportunity to observe the number of users within the unit without compromising privacy. The unit's hand-washing station is mounted on the exterior to promote shorter use times and to serve the general pedestrian population.

FUNCTIONAL.
The entire unit can be off-grid and lit entirely by solar-powered LED fixtures. Or the unit can be pre-wired for 115 volt AC power. At night a gentle light washes the exterior until it is occupied, at which time the interior lights activate and the exterior lights dim, announcing that it is in use. All of the cleaning and maintenance implements, as well as electrical components and solar batteries, are housed in the cabinet at the rear of the unit.



PROJECT DESCRIPTION





REQUIRED FINDINGS

16.22 (Commercial Land Use Districts), 16.90 (Site Plan Review), 16.94 (Off-Street Parking), 16.92 (Landscape), 16.162 (Old Town Overlay District), 16.168 (Landmark Alteration).

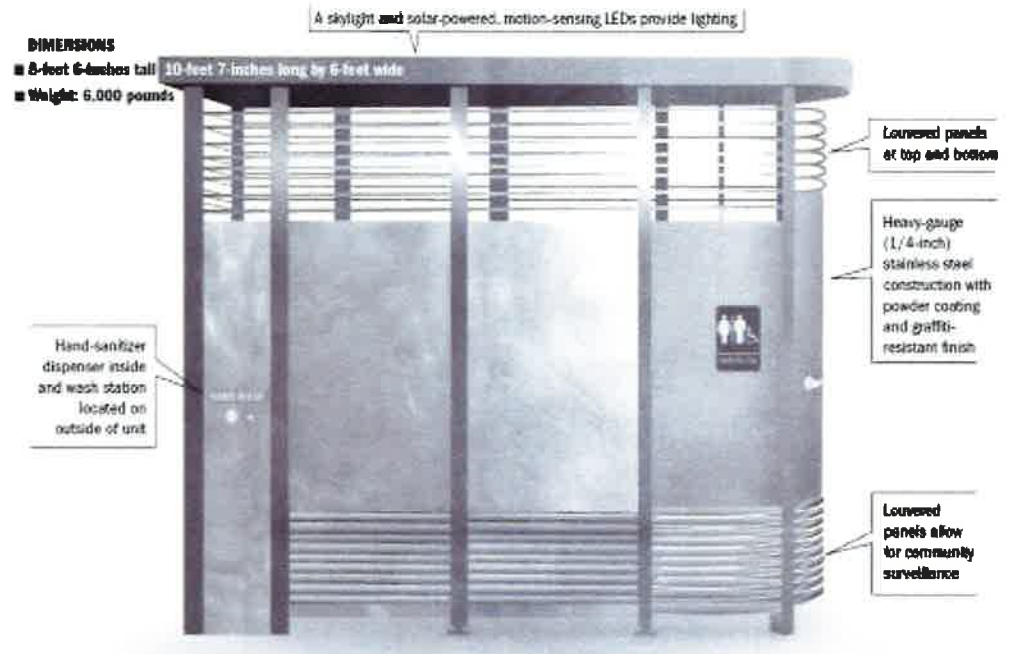
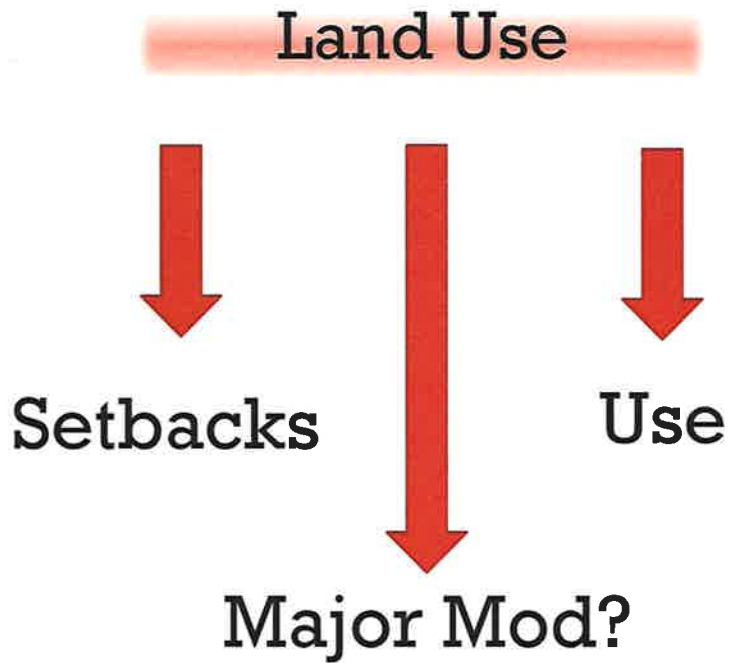
Division II- Land Use

Division V- Community Design

Division IX- Historical Resources



MMSF FINDINGS



MMSP FINDINGS



Community Design



Landscape



Parking



MMSR FINDINGS



Historical Resources



Old Town



Cannery Area



Standards

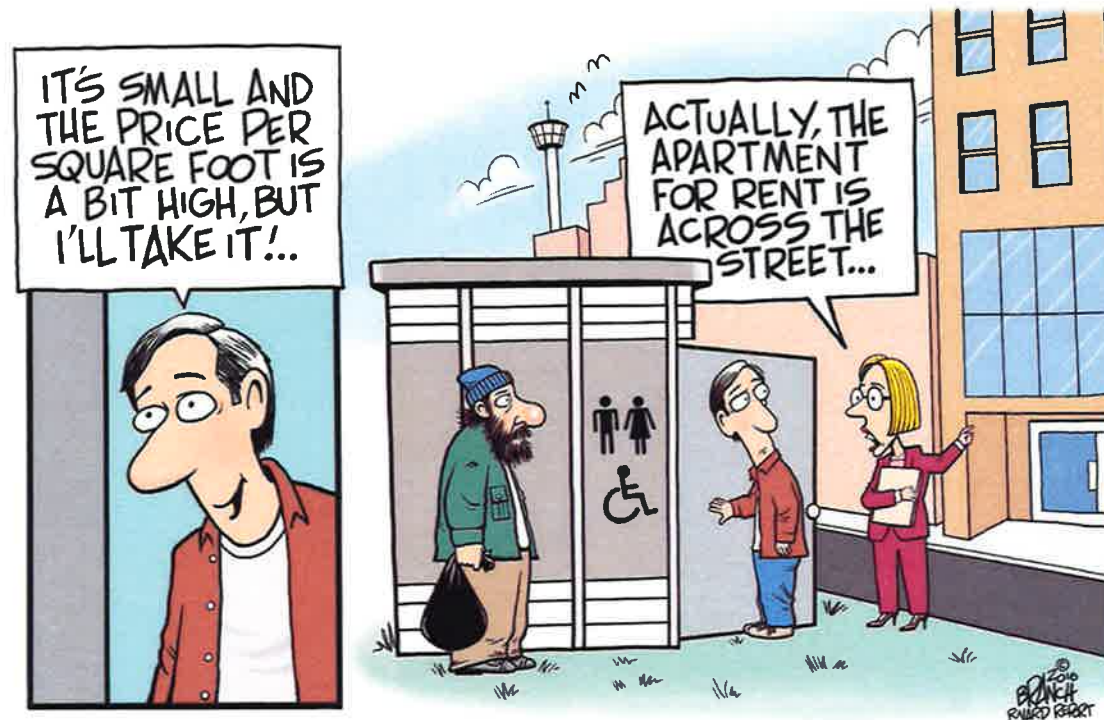


Alteration Requirements



STAFF RECOMMENDS:

Recommend approval with the condition discussed in the staff report.







DESIGN



MAINTENANCE

The unit is composed of a minimum of materials. Utilizing stainless steel structure means that the Portland Loo weighs a fraction of a typical restroom and can be delivered on site as a complete enclosure. The restroom can be quickly removed during flood conditions or easily repaired onsite with its modular design. With a cleaning hose, janitorial supplies stored in the mechanical closet and protected with an anti-graffiti clear coat, the restroom is easy to maintain and can take a lot of abuse. The Loos in Portland are available 24/7, taking the strain off local business and creating a welcoming environment for families.



OPEN

Louvers at the top and bottom of the wall create an interior environment that offers complete visual privacy, while remaining as connected with the outside as possible. The lower louvers are angled to provide law enforcement the opportunity to observe the number of users within the unit without compromising privacy. The unit's hand-washing station is mounted on the exterior to promote shorter use times and to serve the general pedestrian population. The restroom was designed with Crime Prevention Through Environmental Design by using high traffic areas and visibility to deter illegal activities and generate high usage rates. Each Loo is built to fully comply with ADA Standards.



FUNCTIONAL

The entire unit can be off-grid and lit entirely by solar-powered LED fixtures. The restroom can be pre-wired for 115 volt AC power or powered by a hybrid system of solar and AC. At night a gentle light washes the exterior until it is occupied, at which time the interior lights activate and the exterior lights dim, announcing that it is in use. The Loo is functional year round with all exposed plumbing and toilet bowl wrapped in heated wire for freeze protection. The restroom requires minimal utilities, at 1.28 gallons per flush and a max 60 watt load. Fitted with an occupancy counter the restrooms in Portland often average 250 flushes per day, equivalent to busy airport restrooms.



FREQUENTLY ASKED QUESTIONS

Q: HOW MUCH WATER DOES THE LOO USE PER FLUSH?

A: 1.28 gallons per flush

Q: HOW MUCH DOES THE LOO WEIGH?

A: 6,013 lbs

Q: WHAT IS THE LOO MADE OF?

A: All the panels, louvers, and roof are made of 304 stainless steel. All structural tubing, anchor bolts and vandal resistant bolts and screws are made of A307.

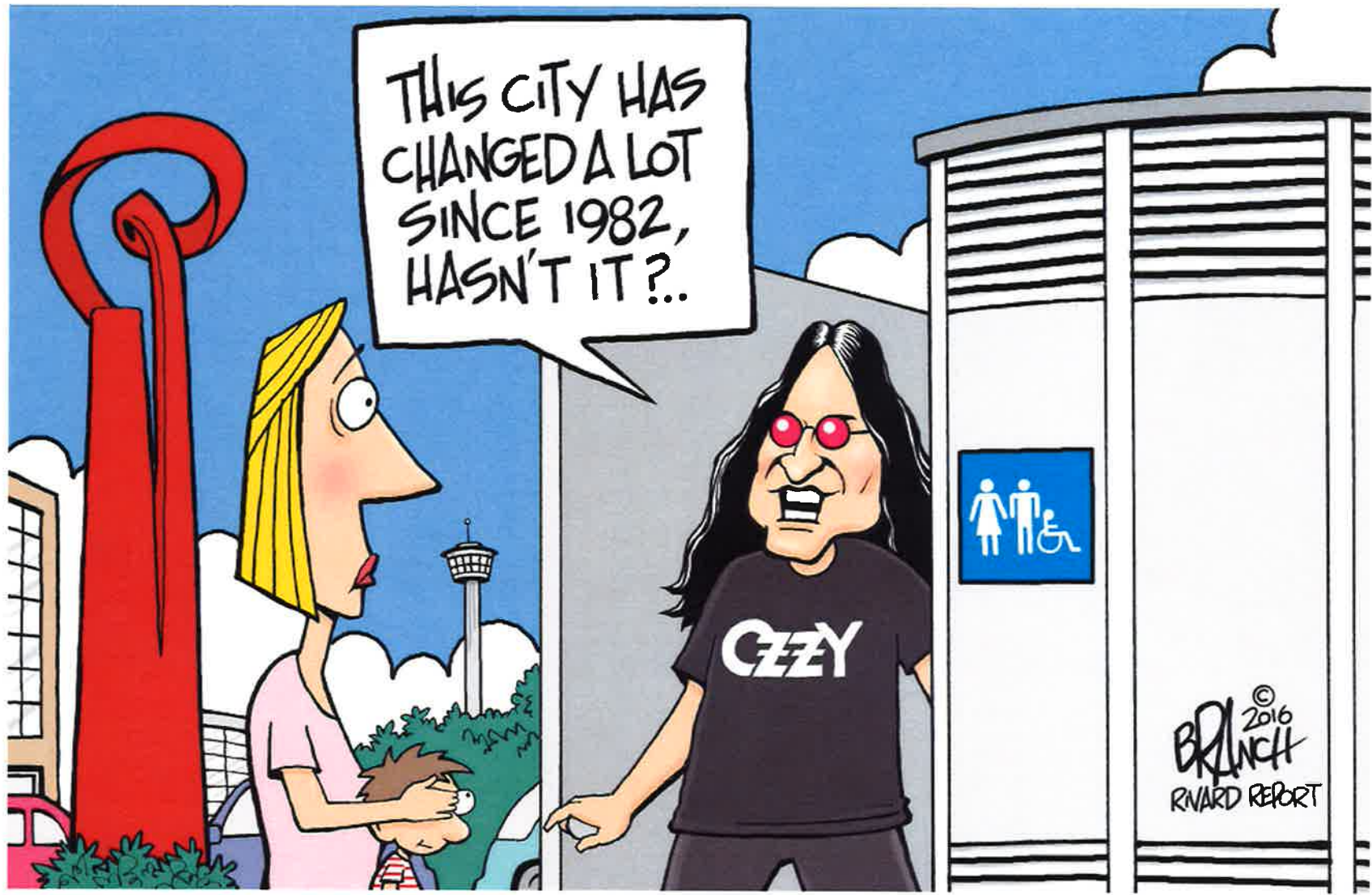
Q: IS THE LOO STORM RATED?

A: The Loo is rated for 140 mph gusts up to 3 seconds in length.

Q: IS INSTALLATION INCLUDED WITH THE RESTROOM?

A: No, the buyer is responsible for installation. Depending on the site, the foundation can be adjusted to incorporate a drain and accommodate any steep grade.





STAFF REPORT RECOMMENDATIONS

- **Based on a review of the applicable code provisions, agency comments and staff review, staff finds that the Minor Site Plan Modification appears to fully comply with the applicable review criteria. Therefore, staff recommends land use APPROVAL of MMSP 17-01 with the following condition of approval.**



APPROVED MINUTES

City of Sherwood, Oregon
Planning Commission
April 11, 2017

Planning Commissioners Present:

Chair Jean Simson
Vice Chair Russell Griffin
Commissioner Chris Flores
Commissioner Justin Kai
Commissioner Daniel Matzinger
Commissioner Rob Rettig
Commissioner Lisa Walker

Staff Present:

Julia Hajduk, Community Development Director
Connie Randall, Planning Manager
Bob Galati, City Engineer
Matt Straite, Contract Planner
Kirsten Allen, Planning Dept. Program Coordinator

Planning Commission Members Absent:

None

Council Members Present:

Councilor Sean Garland

WORK SESSION

Chair Simson convened the meeting at 6:30 pm.

Keith Jones, from HHPR, and Karina Ruiz, from Dowa-IBI Group, representing the Sherwood School District gave an update of the proposed site for a new high school location and the proposed schedule. The site consisted of four tax lots at the corner of SW Elwert and Kruger Roads and adjacent right of way totaling about 76 acres with an estimated June 2018 start of construction date. The property is in the Metro Urban Reserves and must be annexed into the City prior to construction. A Metro public hearing regarding expansion of the property into the Urban Growth Boundary will take place on May 24, 2017 at the Sherwood Police Facility. Concept planning, annexation into the city, and land use applications would follow per a very aggressive schedule. The Sherwood School District expects to coordinate with city staff for a contract planner in order to expedite the process.

The Commission recessed at 7:05 pm.

REGULAR MEETING

1. Call to Order/Roll Call

Chair Jean Simson reconvened the meeting at 7:08 pm.

2. Consent Agenda

- a. February 28, 2017 Planning Commission Minutes approval

Motion: From Vice Chair Russell Griffin to approve the consent agenda, seconded by Commissioner Lisa Walker. All Commissioners voted in favor.

3. Council Liaison Announcements

Councilor Garland thanked the Commission for all the work they do and welcomed Commissioners Kai and Matzinger who were new to the Planning Commission.

4. Staff Announcements

Connie Randall, Planning Manager stated interviews for associate and senior planner positions were being conducted. She said the deadline for the Comprehensive Plan Community Advisory Committee applications

would be extended and asked Commission members to encourage their friends and community to apply. She explained that Council wanted to recruit representation from new community members and the intent was to reach out to other boards, committees, and community groups instead of appointing liaisons. The time commitment would be similar to the Sherwood West Preliminary Concept Plan process which was roughly 2-3 hour meetings, bi-monthly. Advisory committee members would be expected to read the materials provided, come to the meetings prepared to talk about the materials having discussed ideas with neighbors. The Comprehensive Plan was expected to be a 2-3 year process.

Ms. Randall said there would be a public hearing on May 9, 2017 for the Cedar Creek Plaza located at the corner of Edy Road and Hwy 99W including the Providence Building and the land surrounding it.

5. Community Comments

None were received

6. New Business

a. Public Hearing – MMSP 17-01 Cannery Square Restroom Facility

Chair Simson read the public hearing statement and asked for ex parte contact, bias, or conflict of interest. None were received. She said the Planning Commission was the final hearing authority.

Matt Straite, contract planner for the City of Sherwood gave a presentation (see record, Exhibit 1) and said The Cannery Square was located in the Old Cannery Area of the Old Town Overlay at the intersection of SW Columbia and Pine Street. He said the site was developed as a 12,000 square foot park constructed in 2010 within a Retail Commercial with a Planned Unit Development Overlay (RC-PUD) zone. The Cannery was surrounded by the RC-PUD except on the northwest, which was Retail Commercial (RC). Mr. Straite said the proposal was to add a “Portland Loo” style, free-standing restroom to the northeast corner of the park. He explained a Portland Loo was a free-standing, single restroom structure that was highly efficient, incredibly durable, stainless steel construction, about 90 square feet with an exterior hand wash station, designed with security in mind and easy to clean.

Mr. Straite said there were a number of findings required to approve the project in three basic categories; Land Use, Community Design, and Historical Resources. He said there were no required setbacks, because the site did not abut a residential zone and the proposed modification was an ancillary structure to a park use which was a permitted in the zone. He explained the project was a minor modification and was designed to blend in with the community. The required landscaping was achieved in the park landscaping and the parking requirements would not change with the addition of the restroom.

Mr. Straite explained that because the property was located within the Old Town Overlay additional standards were applied such as building massing, the door location and finish color. Most of the standards did not apply because the use in ancillary as explained in the staff report. He added there were findings that must be made when making alterations in Old Town, most of which applied to alterations to a historical home or business, but not to a new free standing accessory. He said the standards had been satisfied.

Mr. Straite said staff recommended approval with the conditions in the staff report and offered to answer questions.

Commissioner Matzinger asked regarding odor control. Mr. Straite responded that the facility was designed to be open and vented by nature with louvers on the bottom and top and designed so the wind would go through it. There was no active odor control used.

Chair Simson asked for applicant testimony.

Heather Austin, 3J Consulting, said staff went over the key issues and stated this was a very small addition to an existing site plan and a conditional use permit that has been issued by the City in 2010 for the Cannery Square. The restroom was a minor modification that would generally be a staff level decision, but the location in the Old Cannery Area required it to be brought to the Planning Commission for approval. She said the ability for the City to control the design was limited as it was a pre-fabricated structure that the public works department would acquire, however

it met the required design criteria and other criteria that helped it fit into the cannery area such as the dark brown color, stainless steel exterior (instead of a corrugated metal), and a bit of a cornice on top. Ms. Austin noted that aside from the strict adherence to a standard that would apply to a historical building such as windows on the first floor, which would not make sense, the restroom met the criteria for the minor modification to an approved site plan.

Vice Chair Griffin asked about the color of the structure. **Craig Sheldon**, Public Works Director came forward and confirmed it was manufactured in the state, powder coated, and they would try to match the existing colors at the plaza. Mr. Sheldon said it would be tied down to the ground and could not be pushed over; the bricks inside would be pulled up and a stamped concrete would be used to match the bricks. Vice Chair Griffin had viewed the Portland Loo website and commented on issues with heavy doors and ADA concerns. Mr. Sheldon said the model being purchased would meet ADA requirements.

Vice Chair Griffin asked about lighting inside. Mr. Sheldon said there would be a blue or green light on inside so police officers could see if there was someone inside at night and the lights prevented certain drug use, because you could not see your veins.

Vice Chair Griffin asked if someone could lie down on the ground and look into the restroom and see more than a person's ankles. Mr. Sheldon said you could not see in from the bottom, that he could not speak to from the top, but there was an access from the back through the plumbing pipes in case of an emergency. Vice Chair Griffin expressed concern that you could see straight through the louvers it and some kid would climb on top of it and embarrass someone. Mr. Sheldon indicated his research did not bring it up.

Vice Chair Griffin commented about the door flying open and asked if there was an auto-close feature on the door. Mr. Sheldon was unable to answer, but said the door on the temporary restroom was more likely to fly open. Vice Chair Griffin noted the structure was graffiti resistant. Mr. Sheldon added there was a security camera at Cannery Square and the restroom would go in near the landscaped area in front of where the temporary restroom was located with the door facing Pine Street. He said there would be a baby changing station, restroom, and sink inside. The sink would be inside because an outside sink would not look good in the Old Town district. The floor would be made of brown mixture concrete and there would be a berm to drain towards the back. Mr. Griffin asked about sound buffering for the VPA play performances in the Square during the summer and the Christmas tree lighting in the winter. He said if it was a loud flush everybody on the Square would be able to hear it. Chair Simson stated concern for a loud hand drying station. Mr. Sheldon said it was paper towels and the restroom would be cleaned several times a week just like the other restrooms in a park dependent on use.

The Commission discussed nearby bathroom locations and the need for a permanent restroom at Cannery Square and commented on the potential to use the inside walls of the restroom as a place to advertise for citizen involvement.

Commissioner Kai asked if there was a less visible location to place the restroom. Mr. Sheldon responded that the restrooms were designed as a streetscape restroom and the water, sewer and electricity were close to the designated location and this was the best location. Ms. Austin added that surveillance was easier at the proposed location.

Vice Chair Griffin noted a restroom was not part of the original plan. Mr. Sheldon explained the restroom was a City Council goal and since opening Cannery Square there had been complaints about the portable bathroom not meeting the citizen's expectations along with the need to have a hand washing station.

Chair Simson asked if the applicant was in agreement with the conditions provided by staff. Ms. Austin confirmed the applicant was in agreement with the recommended conditions.

The following motion was received.

Motion: From Vice Chair Russell Griffin to recommend approval of MMSP 17-01 Cannery Square Restroom Facility based on the applicant testimony, public testimony received and the analysis, findings, and conditions in the staff report. Seconded by Commissioner Justin Kai. All present Planning Commissioners voted in favor.

7. Planning Commissioner Announcements

Planning Commission members were provided with each other's contact information. Commissioner Walker's office number was incorrect.

Commissioner Walker asked about a planned unit development around Denali Lane. She asked which planner would be working on the land use approval. Ms. Randall was unsure and said it would depend on when the application was received by the City.

Chair Simson adjourned the meeting at 7:44 pm.

Submitted by:



Kirsten Allen, Planning Department Program Coordinator

Approval Date: May 9, 2017