



Home of the Tualatin River National Wildlife Refuge

Planning Commission Meeting Packet

FOR

Tuesday, December 10, 2013

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
December 10, 2013 – 7:00 PM**

AGENDA

- 1. Call to Order/Roll Call**
- 2. Agenda Review**
- 3. Consent Agenda:**
 - a. October 8, 2013 Planning Commission Minutes**
 - b. October 22, 2013 Planning Commission Minutes**
- 4. Council Liaison Announcements (Mayor Middleton)**
- 5. Staff Announcements (Brad Kilby)**
- 6. Community Comments**
- 7. New Business**
 - a. Public Hearing - PA 13-03 Transportation System Plan Amendment for Adams Avenue North (Brad Kilby)**

The Planning Commission will consider a proposal, by Washington County, to amend the Transportation System Plan and Comprehensive Plan to extend Adams Avenue (near Home Depot) to the west side of Highway 99W. The street extension is intended to address capacity and safety issues in the area, and to designate the functional classification of Adams Avenue to a collector status road. The street is currently not shown or designated in the City TSP
 - b. Public Hearing - PA 13-04 Transportation System Plan Amendment for Baler Way (Brad Kilby)**

The Planning Commission will consider a proposal, by Washington County, to amend the Transportation System Plan and Comprehensive Plan to extend Baler Way north of Tualatin Sherwood Road into the area known as the Adams Avenue North Concept Plan area. The street extension is intended to address capacity and safety issues in the area, and to designate the functional classification of Baler Way to a collector status road. The street is currently not shown or designated in the City TSP.
- 8. Planning Commissioner Announcements**
- 9. Adjourn**

Consent Agenda

**City of Sherwood, Oregon
Planning Commission
Work Session Meeting Minutes
October 8, 2013**

Planning Commission Members Present: Staff Present:

Chair Jean Simson

Vice Chair James Copfer

Commissioner Michael Cary

Commissioner John Clifford

Commissioner Beth Cooke

Commissioner Russell Griffin

Commissioner Lisa Walker

Tom Pessemier, Assistant City Manager

Brad Kilby, Planning Manager

Bob Galati, City Engineer

Michelle Miller, Senior Planner

Michelle Burchfield, Administrative Assist I

Planning Commission Members Absent: None

Council Members Present:

Mayor Bill Middleton

Legal Counsel:

None

1. Call to Order/Roll Call

Chair Simson called the meeting to order at 7:03 pm.

2. Agenda Review

Chair Simson adjusted the agenda by moving the Community Comments to follow the two public hearings. The public hearings consisted of a Landmark Alteration for the development of property within the Old Town Overlay and a Major Site Plan Modification for the Sherwood Community Center.

3. Consent Agenda:

a. August 27, 2013 Planning Commission Minutes

b. September 10, 2013 Planning Commission Work Session Minutes

Planning Manager, Brad Kilby pointed out a typographical error in the August 27, 2013 Planning Commission Minutes changing the word “were” into “where”.

Motion: From Vice Chair Copfer to accept the minutes with the corrections as indicated. Seconded By Commissioner John Clifford. All Commissioners voted in favor (Commissioner Lisa Walker abstained from the August 27th Planning Commission Minutes because she was not in attendance and communicated her approval for the September 10th Work Session Minutes).

4. Council Liaison Announcements

Mayor Middleton announced that the Sherwood Town Center Plan had been adopted and thanked the Commission for the hard work. He said there would be a resolution at the next City Council

meeting organizing a Charter Amendment Committee which would include a member of the Planning Commission.

5. Staff Announcements

Brad Kilby informed the Commission that applications had been received for the Transportation System Plan Citizen Advisory Committee through October 4, 2013 and Commissioners Cooke, Clifford and Russell had agreed to review them. He said that the committee would consist of members of the community with varied interests and asked for a Planning Commissioner to be a liaison to the committee.

Brad announced an Open House by Washington County for the Tualatin Sherwood Road Improvement plans on October 16, 2013 from 5 to 7 pm at the Sherwood Police Department. He commented that the County is in the process of updating their Transportation System Plan (TSP) with more information on their website at www.co.washington.or.us.

Brad said that there was no video for tonight's meeting, only audio and introduced Michelle Burchfield, the new Administrative Assistant for the Community Development Department.

6. Community Comments to follow the public hearings.

7. New Business

a. Public Hearing - 16045 SW 2nd Street Old Town Overlay (LA 13-01)

Chair Simson read the public hearing statement for a quasi-judicial hearing and asked for clarification that the Planning Commission would be making a decision for a variance on the requirements on the Old Town Overlay district. Senior Planner, Michelle Miller explained that the request was to apply the infill standards to the application and that it requires a review from the Planning Commission because it is within the Old Town Overlay.

Michelle began her staff report by indicating that the property was a vacant lot located on 2nd Street that was one tax lot with two separate buildable lots. She said the applicant is proposing a 2400 square feet (sf) single dwelling unit with a rear loaded alley garage. Michelle said the infill standards would be applied to the front yard setback and the nine Old Town Overlay design criteria for residential properties. Michelle explained that the applicant had provided site plans showing building materials and a picture of a house, similar in nature, built in Bend, Oregon. Michelle said the applicant will propose two townhomes next to this single family dwelling on property zoned retail commercial, however said that portion is not part of the application and will be reviewed separately. To answer a question from Commissioner Copfer, Michelle explained that the one tax lot was platted with the original Smockville Plat and contained to buildable lots; one zoned Retail Commercial, one Medium Density Residential Low (MDRL). The application is the lot zoned MDRL.

Michelle explained that the Planning Commission should evaluate the house compared to the residential design standards for the Old Town Overlay. She noted that the Old Town Overlay requires that all windows open, but that the dormer windows on the second floor do not open.

Michelle explained that the windows were a design element and it was impractical for them to be operable. She explained that the applicant proposes using the infill design standards with a reduction of 5 feet in the front yard to accommodate the front porch. Michelle drew attention to the Engineering comments (see Exhibit B in the packet) that proposed an improved curb and gutter with a five foot planter strip and five foot sidewalk, as well as a driveway drop for the alleyway, but no improvements to the alley. Michelle asked for any questions from the Commission.

Commissioner John Clifford asked regarding the fixed dormer windows and emergency egress. Michelle said that it was only the front windows that would be fixed.

With no other questions from the Commission, Chair Simson asked for testimony from the applicant.

Larry Wright, C & L Properties, LLC came forward and said they were a custom home builder. He said they were proposing a house that would fit in with the neighborhood with an old Portland style front porch. Mr. Wright said the windows are above the porch to bring in light for the dining room and great room that are obscured by the front porch and the pictures provided in the packet of houses in the immediate area have fixed windows as well. He said the pillars at the front porch would have stone instead of wood and the house is 2159 sf with a master bedroom on the main floor and a rear loaded garage. He said the landscaping will be provided in the back and the five foot planter strip instead of eleven foot is to provide more room for landscaping in the front. Mr. Wright said the two townhomes will be striking and upgrade the area.

Before any questions from the Commission, Chair Simson asked for any ex parte contact, conflict of interest, or bias regarding the application.

Commissioner Russell Griffin commented that he lived in the Old Town Overlay and it would not affect his decision.

Chair Simson and Commissioners Griffin, Clifford, and Beth Cooke indicated that they had driven by the site.

Commissioner Clifford asked regarding the distance of the Symposium Coffee to the street because it was similar in style to the proposed building. Mr. Wright said he did not know. Discussion followed.

With no other questions for the applicant, Chair Simson asked for citizen comments.

R.J. Claus, 22211 SW Pacific Hwy commented that the City has two standards and has gone back to the 1995 standard that includes the building code, engineering, and land use planning. Mr. Claus commented about Marshall and Swift and that discounts given on some subdivisions and urban renewal were amounting to a gift of the land. He commented that the other standards were used as a block and there was no reason to turn anybody down. Mr. Claus commented that standards have varied and said the City will have a 14th amendment problem. He commented on the cost of houses in Atherton, California and that if the neighbors don't object, the application should be approved. Mr. Claus commented on a conversation he had with the State building inspector about

developments in Sherwood and commented on the code standards. He commented that design and landscaping standards had been dropped and suggested that people will be forced to go to court. Mr. Claus commented that the Planning Commission was more responsible for that with the exception of the City Council. He commented that the citizens should be told that if it looks good and nobody complains then it is okay and then to call the state building official to get rid of City officials in order get a house built safely.

Chair Simson closed the public hearing and reopened the public hearing to hear testimony from the applicant. There was none.

Chair Simson asked if the five foot sidewalk met ADA requirements.

Bob Galati, City Engineer, responded that it did and explained that the Old Town is a conglomeration of sidewalks that range in width from three feet to six feet. He said the five foot sidewalk is similar to existing on either side of the street and that the City would accept it because it meets ADA standards.

With no further questions, Chair Simson closed the public hearing and the Commission moved to deliberation.

Commissioner Cary asked if it was common to see setback variations. Michelle explained the standards for an infill lot were intended to encourage development in areas that have been overlooked by larger subdivisions and said that the maximum allowed setback reduction is to 6 feet. She explained that the lot dimensions may also be reduced by up to 85% of the total dimensions, but the application meets the minimum lot size.

Chair Simson commented that the applicant meets the infill standards completely and the question was if the application complies with the Old Town design standard. She said her opinion regarding the windows was that they were secondary in nature to the building.

Vice Chair Copfer commented that the windows were more like skylights and other commissioners agreed. He asked regarding the zoning of the two lots again. Michelle clarified that the single family lot was zoned Medium Density Residential Low and the other property was zoned Retail Commercial where townhomes are a conditional use.

Commissioner Griffin inquired about existing trees on the lot and if there was a tree abatement program in the infill standards.

Michelle responded that there were no standards for single family. She said there was a large tree to be retained in the back yard and street trees in the planter strip that will replace some of the trees in the front yard.

Commissioner Griffin asked for clarification of the height of the house and pointed out two locations where it was different.

Michelle explained that per the definition 16.10 the height can be the midpoint of the gabled roof and the height had been determined by the submitted building plans to be just less than 24 feet.

Commissioner Clifford asked regarding staff report (page 11) under the Community Design Standard where it states that the applicant has not proposed a home occupation.

Michelle clarified that Home Occupations, or to work from your home, are allowed in the Old Town Overlay and the applicant has not proposed this; the standard is not applicable.

Motion : From Commissioner Lisa Walker to approve the application for LA 13-01 based on the applicant testimony, public testimony received and the analysis, findings and conditions of the staff report. Seconded By Commissioner Russell Griffin. All Commissioners voted in favor.

Chair Simson moved to the next agenda item.

b. Public Hearing – Community Center Major Site Plan Modification (SP 13-02/ VAR 13-01)

Chair Simson did not read the full public hearing statement again, but asked for any ex parte contact, conflict of interest or bias regarding this application.

Commissioner Griffin repeated that he lived in the Old Town district where the Community Center his planned to be built.

Commissions Griffin, Cooke, Cary, Clifford indicated they had driven by or walked the site.

Chair Simson disclosed that she was a member the Planning Commission during the original Planned Unit Development (PUD) process, had driven passed the site and was present for a portion of the City Council meeting where the applicant was presenting to the Council. She commented that the Council seemed generally pleased, but that did not change her ability to make a decision.

Brad Kilby, Planning Manager gave a presentation (see record, Exhibit 1) and said the application was for SP 13-02 and VAR 13-01 for the property located at 22832 SW Washington Street and includes taxlots 2S132BD00151, 800, and 900. He said the application was for the Community Center that the Planning commission approved in 2012 for a retrofit of the Machine Works building, but a failing roof truss was found during inspections and the consulting structural engineer, hired by the City, determined that the building could not be repaired without significant cost. Brad said the building was declared a dangerous building and demolished; therefore, the application was for a major modification to the site plan for a new design.

Brad explained that the site has street frontages on Columbia Street, Pine Street and Washington Street. He said the design north of the site is called a paseo and is intended to tie in the Plaza across the street. Brad showed the previously approved elevation and the proposed new elevation and said the application for the major modification to approved Site Plan 12-01 would still be subject to the approved PUD 09-01. Brad said there was request for a variance to reduce the required amount of glazing on the south side of the building.

Brad showed a drawing of the approved site plan and said the new building will generally occupy the same footprint. He said in the original configuration the building went over the Pine Street right-of-way and the new proposed building will not. Brad said the parking on the south along Columbia Street, the water quality facility, and the loading areas fronting Washington Street would remain the same. He said the modification did not include parking or circulation, but the building and some landscaping.

Brad said that the variance speaks to the Old Town Design Standard that requires that windows occupy at least 50% of the length and 25% of the total ground wall level area. He explained that the site abuts a residential neighborhood and the applicant suggests that the original approved pattern book stated that they would not meet the standard. Brad said he would argue that it was allowed for the retrofit but they have made the case for a variance based on the fact that the property has frontage on three streets. He said they were limited in being able to meet the standard without compromising the residential neighborhood's privacy and there were areas such as a theater that needed dark spaces and a kitchen and dressing rooms that required privacy inside the building.

Brad explained that the PUD has a standard that no more than 40% of the building could be occupied by retail space and the rest was required to be public space. He said the current configuration has 19.6% of the building as retail space.

Brad commented that the Planning Commission is not looking at parking or circulation because the application is for a modification of an approved site plan. He stated that the Planning Commission and City Council had set up a system where a site plan could have a major or minor modification for site plans and he felt that this modification was a major one because it was proposing a new building, but the scope of the review is limited to what the applicant is amending.

Brad said he recommended that the Commission approve the proposed site plan and variance, that the applicant had met the standards or can be conditioned to meet them. He proposed that condition A.9 be amended to say that *the applicant shall continue to comply with the conditions of approval for PUD 09-01* adding "and SP 12-01 where not modified by site plan approval SP 13-02". He proposed striking condition B.1 and said the applicant provided an email to clarify the retail/ public split and calculations on landscaping, specifically (see record, Exhibit 2). Brad suggested amending condition B.4 to reference standard 16.162.080K and provided additional written comments from Clean Water Services, Pride Disposal, Oregon Department of Transportation (ODOT), and email from the applicant (See SP 13-02/VAR 13-01, Exhibits G-J. He added that the packet only captured every other page of the Engineering comments and that they addressed issues primarily in SP 12-01 and areas outside of the modification.

There were no questions for staff. Chair Simson turned the time over to the applicant.

Tom Pessemier, Assistant City Manager, 22560 SW Pine Street, representing the Urban Renewal Agency as the project manager for the Community Center project came forward and said this project has been discussed for a long time and the City was looking forward to completing it. He said favorable cost estimates had been received, design drawings are submitted to the Building Department for review, funding is available for the project and the City is hoping to have it go out to bid in November. Tom said that the project is part of the larger Cannery Development which

includes the Plaza and was purchased from the Cannery as a whole. He explained some of the process there has been for the project; a Request for Proposal to obtain a development partner, planning and design efforts that led to a Planned Unit Development (PUD), and the Subdivision. He said the PUD allowed for modified design standards, grouping densities, and other items that are approved as part of the PUD. Tom commented that there was more than just the poor condition of the building, but the discovery that cost for a new building was roughly equivalent to retrofitting the existing building. He said the committee was struggling with fitting some of the elements [into the Machine Works building] and there was only a 10-15% cost difference in changing it to what would be seen tonight. Tom reminded that the discussion was about a major modification and would be limited to the elements that have been changed; not elements that have already been decided through the other site plan process.

Tom presented Keith Jones, Planner with Harper Houf Peterson Righellis Inc. (HHPR) who would present some of the planning features and Scott Wagner from Ankrom Moisan who would discuss some of the exterior architectural features and other modifications.

Keith Jones, HHPR, said that he has been involved with the project since 2009, as HHPR did the planning and engineering for the project. Mr. Jones referenced Exhibit I, the email sent to staff regarding the cannery design standards: the building base requirement and the requirement to put a cornice or parapet on the entire building. Mr. Jones opted to turn the time over to Mr. Wagner to discuss building design before addressing the issue.

Scott Wagner, Ankrom Moisan Architects, introduced Landscape Architect Kurt Lango and Project Manager Jason Fifield. Mr. Wagner gave a presentation (see record, Exhibit 3) and showed the development plan commenting that it was a privilege to take six acres and reshape it with the help of the Steering Committee. He said the standards have been set up for what happens on the site; the streets are in, the Plaza, apartments and the machine shop was the next thing. Mr. Wagner commented on the benefit of starting over and said that classrooms were added and the building is no longer rectangular but an “L” shape. He said that SW Pine Street was an important element to Old Town and the new design responds to that with the retail area and a lobby. Mr. Wagner said the assembly space is virtually the same except it was moved to accommodate retail and the loading docks off of Washington Street. He said many problems were fixed with the new design including function and some internal elements and the “L” shape created a mini plaza to the community center that should be beneficial to the site. Mr. Wagner said there was space for another building and called it the “Pine Street Experience”. He said they looked at the neighborhood and considered that all four sides of the building should not be the same; from more detailed and decorated to less detailed on the west side adjacent to multi-family and the service entrance side.

Mr. Wagner showed an illustration of the Main Entry facing Washington Street and pointed out the one story retail space on the Pine Street side with a two part parapet showing detail at the top. He commented that almost all historic buildings have some sort of top, this takes some elements of Old Town across the tracks in appropriate places on the building, and the design creates a base, middle and top. Mr. Wagner explained that because of the budget brick cannot be used on all of the building and the design utilizes ground face block, modified cement plaster, metal panels, and brick. The brick is used between the storefront windows at the retail space. He said there were fabric canopies over each storefront and main entrance.

Mr. Wagner said at the middle of the site is the mini plaza and lobby. He stated brick was used to make it look like a civic building, to recall downtown, and to frame the glass entry. Mr. Wagner said the glass corner was to draw you into the space. He explained that the lobby was about 60 feet long and there were other windows in the space that were tall and high to drop light into the space. Mr. Wagner said the metal panels were about breaking up the scale of the tallest walls of the building on the west side where the assembly space is. He commented that it is two stories on the inside at the edges of the building which should be broken up on the residential side. Mr. Wagner pointed out other elements of main elevation that included ground face block and clear glass with black frames. He commented that the glass was in reference to the industrial buildings that used to be on the site.

Mr. Wagner showed elevations of the east side that faces Pine Street and front side. He commented that the detail decreases from the more detailed by the retail spaces to less detail on the Washington Street side. Mr. Wagner remarked that the latter side was a service zone and not a pedestrian world; a feeder space without windows, enclosed and controlled and the design reflects that.

Mr. Wagner showed the west (Washington Street) and south (Columbia Street) elevations. He explained that on the west side there were doors to the kitchen, two stage doors, dressing rooms, and roll up doors that load directly onto the stage. Mr. Wagner explained that there will be landscaping between the entrances plus existing trees. He described the south side where there are two private single family homes across the street and there will be trees added by the parking on Columbia Street. He discussed the use of the metal, masonry, and windows to break up the walls into smaller pieces and said the windows at the retail space activates that part of the site at Columbia and towards Pine.

Keith Jones commented on the changes to the staff recommendation that were asked for in the email dated October 7, 2013.

- Condition B1 - 10% landscaping requirement in the parking area. Mr. Jones said Kurt Lango had recalculated the percentage and meets the requirement by over the 10%. He commented that the west phase parking lot had an option for a drive thru and those minimums have been met. Mr. Jones requested that Condition B1 be removed.
- Condition B4 - Building Base standard requires a base of at least two feet above grade goes around the base of the building with a different [color and] material. Mr. Jones showed illustrations of the proposed building elevations that had a cement base that follows along the bottom of the building. He said that the base would be interrupted by glazing and at the entry. Mr. Jones commented that the code does not require the base to be continuous and he believed the standard was met. Mr. Wagner added that in the more public places stone was used for the base and painted concrete was used where fewer people will walk by. Chair Simson received confirmation that there were two different materials used for the base and main part of the wall. Mr. Jones requested that Condition B4 be removed.
- Condition B3 – Parapets required. Mr. Jones commented that the intent of the design was to activate Pine Street, and the paseo facing into Old Town, to be pedestrian friendly and draw

people in. He remarked on transitioning from a single family neighborhood and simplifying the design where the theater is. Mr. Jones said it did not make architectural sense to provide a parapet on that part of the building but it did on the retail portion facing Pine Street and the paseo. He affirmed that it was required by the code, but the Cannery Square was approved as a Planned Unit Development with an architectural pattern book where on page 12 of the pattern book it says the requirement was not intended to be met fully for the Machine Works building. Mr. Jones suggested this gave the Commission the discretionary authority on how that was applied and said they submitted language, for the Commission to consider, where the condition would apply to lower portion of the commercial area of the building.

The applicant reserved two minutes for rebuttal.

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

Vice Chair Copfer asked how many retail spaces were provided in the building. Mr. Wagner replied that there was 3000 square feet of retail space available that could be divided to up to three spaces he added that there was also a classroom that could be reached from the outside of the building.

Chair Simson commented that the Commission had an opportunity to put something in the community that looks good from all sides and should hold the City to a higher standard. She said the question before the Commission was if the 50% glazing should be required and asked regarding architectural features can be put on the back wall to make it more appealing.

Mr. Wagner explained that the design was trying to relate to the lines of the building and the retail space creates a line that becomes a block element. He described how the use of metal breaks up the space and draws the eye to various places. Discussion followed about the large blank spaces on the southwest corner of the building.

Commissioner Griffin commented that the dressing room was in that area and opened onto the stage. He suggested a narrow band of fixed windows at the top of the dressing room to break up the space. Mr. Wagner responded that the theatre consultant used advised against it because of the potential for the light to leak onto the stage. Discussion followed.

Chair Simson said the design guidelines require street frontage to have architectural features and asked if the Commission could allow not having the glazing if it could be substituted with interesting architectural features. She expressed her concern for the south elevation saying that the west side had landscaping that creates a pedestrian scale interest.

Vice Chair Copfer asked what the walls were made of and was informed that they were a concrete base with veneer faced framed walls. Vice Chair Copfer asked about the material on the west side and was informed that it was stone.

Commissioner Michael Cary enquired about the seating inside and the occupancy load. He was informed that it was the same plan and the occupancy load had not changed.

Commissioner Griffin asked if the materials chosen matched City offices or the Plaza and how they were connected to what is existing. Mr. Wagner responded that the buildings in old town had various colors of brick and masonry buildings as well as non-masonry buildings. He said the brick chosen will give the community center its own distinctive look and still refer the masonry buildings in town. Mr. Wagner added that in order to be responsible to the budget we cannot cover the whole building in brick and the next durable substantial material is ground faced block which is used on the back services side and cost a lot less per square foot. Mr. Wagner spoke of brick pavers remaining from the Cannery Square Plaza that will be used to connect the two sites.

Commissioner Griffin asked regarding signage for the retail spaces. Mr. Wagner said that signage has not been addressed by the Steering Committee, but there are some options such as above or on the awning. There is also the community center sign that has not been addressed.

Commissioner Griffin asked about the material used around the tall windows spaces on the west end of the front of the building. Mr. Wagner responded that it was a thick panel that fits in the window system and was opaque with metal on the outside and drywall on the inside.

Commissioner Clifford asked about the *Addition at Back of Stage -Alternate #5* shown on page A1.00 on the plans. Mr. Wagner explained that it was an option to add onto the building later should there be a need for more “back stage” space for the theater. Chair Simson asked staff if an approval by the Planning Commission would be an approval for this option. Brad Kilby, Planning Manager said that it would not and could come in as a Minor Modification at a later date.

Vice Chair Copfer asked if other color options were explored. Mr. Wagner confirmed and said that high contrast and low contrast schemes were explored and the one that was chosen was a palette that was more friendly and fit the character of Old Town Sherwood. Discussion followed.

Commissioner Clifford asked regarding the materials the canopies were made from. Mr. Wagner replied that the canvas canopies are over a steel frame and the front door has a steel canopy.

Vice Chair Copfer commented about having a ticket booth and asked if it was still considered. Mr. Wagner replied that it was not part of the scope, but there was a will call area at the end of the lobby.

Chair Simson asked for Citizen Comments

Note: Julia Hajduk, Community Development Director commented that if witnesses would like to receive a decision in the mail then their address must be on the testimony form.

Lori Randel, Sherwood resident commented that the blank side of the building could have a mural. She said it did not have to cover the whole side; it was something residents have wanted as well as

something that Main Street was looking at. She said that murals above the plantings and tree line would take care of the blank space and would be pleasant for neighbors to look at. Ms. Randel said she was curious if the building would be Americans with Disabilities Act (ADA) compliant with 388 seats and if there would be an elevator in the building. Commissioner Griffin responded that the requirement was 400. Ms. Randel asked if the texture of the walls would allow for a mural to be painted on in the future.

Robert James Claus, Sherwood resident commented that the design would carry the theme of the [public works building]. He made the Commission aware that the money required to bring the Robin Hood Theater “state of the art” was \$900,000 and it was torn down. He requested a two week continuance so he could submit written comments. Mr. Claus commented that colored renderings are misleading and asked for a model of the building. He said the City Hall was like an orange box with a roof on it and suggested that it had a contract signed three years earlier. Mr. Claus commented that if the Community Center was a done deal the public should know about it. He said that rule one in any public project is do no harm financially and said there were no answers or analysis regarding the retail space so it was a liability. He commented that the space would be used by staff and take money out of our budget. Mr. Claus commented on the use of tin sheet metal as architectural and the building of Walmart. He commented on financing for the building, PUD changes, and wrecking funds for a building without a structural report. Mr. Claus suggested the Commission get a model of the building and look at it. He commented on planning against the automobile in a suburban community and the use of cars and transportation.

Nancy Taylor, Sherwood resident commented that she wanted to talk about other civic centers she has observed in her life. She commented on appearance and asked how it would play out in 100 years. She said she has seen beautiful centers including the Hult Center in Eugene where they use lighting to make a nice building beautiful. Ms. Taylor explained that inside it is exquisite and looks like Christmas candy on the walls with amazing acoustics. She commented regarding the center in Edmonds, Washington, Fiddlers green in Denver Colorado and Red Rock Amphitheater. Ms. Taylor commented that when she looked at the drawings she thought of a place where she would park by the side of the road to go inside to look at rocks, She said she saw no pride in the building and hoped for better. She suggested looking for grant money and thinking outside of the box. Ms. Taylor commented about using murals on the blank walls and the urban art scene found in big and small downtowns. She said Sherwood is a marvelous place. Let’s keep it that way.

Susan Claus, Sherwood resident commented that it was a tragedy that when the City started urban renewal it was supposed to be for \$35 million with \$20 million committed for the arts center that was supposed to be a big, beautiful, signature part of our old town. Ms. Claus said [urban renewal] started in 2000 and that in 2003 at a SURPAC meeting Jim Patterson and Ross Schultz changed the direction of urban renewal by deciding that instead of working on the arts center it has turned into a bunch a projects for staff overrides and to put money in the general fund. She commented on the \$2

two million for the projects and said it was a poor excuse, looked like a museum in Russia, and not an arts center. Ms. Claus suggested using metalwork artists in Sherwood.

Ms. Claus asked about providing adequate parking and commented on nearby apartment parking and 80 parking spaces for 394 seats in the arts center. She commented about the activity at the center after staff leaves and attracting people from other towns. Ms. Claus said that visitors won't ride the rail system or the bus, but come in cars and staff is anti-automobile. She said as a town that values the arts community we need to be successful and the high school has more parking but overflows into the residential areas. Ms. Claus suggested that the Planning Commission is part of the checks and balances and has the ability to open the question of parking to ensure that the eighty spaces are used for the art center and not used by tenants of the apartment building. She asked the Planning Commission not to let anybody bully them into not doing what is best of the citizens.

Eugene Stewart, Sherwood property owner commented that the design looked too modern for downtown. He commented on metal awnings and said that a few years ago the Mason's were not permitted metal awnings and asked why it changed. Mr. Stewart commented that there is too much glass and does not match anything. He said he gave Brad Kilby a picture of a new and old building in downtown Portland that blended in well but this does not blend in. Mr. Stewart stated that he owned property across the tracks and parking is going to come up as a problem. He acknowledged that the Planning Commission was not supposed to look at that, but if you get 390 people in an average of three people to a car you have 130 cars, plus cars for support staff. Mr. Stewart asked what happens if another event is going on downtown and suggested that it be studied. He said a 3D model would help envision more and the current design does not look like downtown Sherwood. Mr. Stewart commented that not enough of the community gave input and questioned if Goal 1 for citizens involvement was met.

Chair Simson called for a recess and reconvened the meeting. She reminded that a continuance was requested and explained that the hearing would be continued to the next Planning Commission meeting on October 22, 2013. Chair Simson explained that the record would remain open and anyone could submit written testimony up until the hearing.

Chair Simson gave the applicant an opportunity for rebuttal.

Keith Jones commented that he wanted to remind the Commission that it was a major modification and the scope of what is being reviewed was limited. He said that the commission had authority to look at the approval criteria and the code and apply it to the project. Mr. Jones commented that he did not hear anything in the testimony that directly addressed any of the criteria approval of the code that is not met by the project. He said that staff agrees that the approval criteria is met .

Tom Pessemier, Assistant City Manager, requested that the comment period be staged so the applicant has time to respond to comments and agreed with the October 22, 2013 meeting date. Tom said he hoped the Commission would consider the requests for the condition changes.

Chair Simson asked for clarification on the process regarding if the record remained open for a continuance.

Chris Crean, legal counsel for the City, responded that when somebody requests a continuance there are two options: Continue the hearing to a date certain which cannot be less than seven days, or hold the record open for a period of not less than seven days. He explained that the Commission could hold the record open for additional written evidence or argument and anyone would have an opportunity to respond by the 22nd.

Chair Simson asked the commission what they would like to do. Discussion followed. Chair Simson said that it was important to allow people to speak and she wanted the community to have an opportunity to speak at that time and new evidence would be accepted at that the meeting on October 22.

Vice Chair Copfer commented on some of the testimony received regarding budget and other concerns and said that the role of the Planning Commission was to ensure that the project met the criteria and those concerns were not within the scope of the Planning Commission.

Tom Pessemier asked for clarification on the process and asked how the time would be divided. Chair Simson confirmed that verbal testimony would be accepted [at the next meeting] and the same time guidelines would likely be used unless there were objections from the Commission.

Vice Chair Copfer asked if it was within the Commissions scope to decide based on whether it likes the aesthetics of the building or only if the modification meets the criteria.

Chair Simson explained that the Commission was acting in a Quasi-Judicial capacity which meant it was reviewing the application as if it was a judge in a hearing. She said the Commission compares the evidence against a set of criteria and if it meets the criteria then that criteria is used to base the decision on. She said the Planning Commission cannot look at the budget or how many seats it has.

Commissioner Walker asked if parking can be considered.

Chris Crean responded that the Commission can only bring up issues that are implicated by the requested change; unless the new structure will generate more [traffic] trips then the old one then parking is not an issue. Chair Simson added that the traffic engineer had indicated that it would not.

Commissioner Walker commented that in terms of aesthetics saying aesthetics is not code, but subjective and based on the architectural pattern book. She asked if the Commission can decide that they don't like the look of the building and want a different color or more interest on the outside.

Chair Simson responded that the pattern book says earth tones and there is variance request specific for the glazing. Discussion followed.

Commissioner Walker commented that the modification looks completely different from what was previously approved.

Chair Simson said the Commission would have to apply the criteria of the pattern book to a building that did not exist when it was adopted and decide how much of it has to comply.

Commissioner Cary asked if the Commission can request that the design be modified to reflect public comment within reason. He expounded that perhaps the design could be spruced up according to what the public would like to see.

Brad Kilby explained that if the applicant is conditioned to do something there has to be a finding to back it up and the finding has to respond to specific criteria that was not met.

Staff was directed to craft a finding that would enable the replacement of the 50% glazing standard with architectural features that resembling the same pedestrian type scale and interaction that the glazing would have been. Then the applicant would have to prove how the architectural features on all sides of the building adjacent to the public right of way meet that criterion.

Motion: From Vice Chair Copfer that the Community Center Major Site Plan Modification (SP 13-02) public hearing be continued to October 22, 2013, leaving the record open and accepting written and verbal testimony on the 22nd. Seconded by Commissioner Beth Cooke. All Commissioners voted in Favor.

6. Community Comments

Andy Tiemann, DR Horton Project Manager said his company was currently building a subdivision in Sherwood called Daybreak Subdivision. He commented that DR Horton was interested in proposing a code amendment to allow different or additional setbacks requirements in the Medium Density Residential Low (MDRL), Medium Density Residential High (MDRH), and High Density Residential (HDR) zones which have a twenty foot front setback. Mr. Tiemann said that DR Horton's building designs, common in the Portland Metro area, are pedestrian oriented, porch forward designs and an extra front yard setback would allow their homes to be closer to the street which would allow variable rear yard sizes and larger homes to be built in those zones. He said his company has looked at proposing a code amendment for Sherwood that would allow different setbacks to the porch, to the front of the home and maintaining a 20 foot setback to the garage. Mr. Tiemann remarked that in September Ryan O'Brien submitted a letter that was emailed to the Planning Commission regarding changes to the front yard setbacks and showed pictures of homes in Sherwood and in other jurisdictions that have that flexibility for front setbacks (see record, Exhibit 4). He asked for some initial feedback regarding proposing a code amendment, because there are costs and time associated with requesting the change. Mr. Tiemann said they build in the Portland Metro area and every jurisdiction he has worked with has flexible front yard setbacks to allow porches and houses to be more dominant forward and the pictures show that decent front yards, larger rear yards, and bigger homes are possible.

Chair Simson said the builder would need to go through the code amendment process where there would be a public hearing with the Planning Commission making a recommendation to the City Council who is the final decision maker. She said that from personal experience, the City of Sherwood has worked to try to make things work and the development behind Target is an example of that. Chair Simson said she could not predict what would happen but did not see a problem with approaching the subject with an open mind.

Vice Chair Copfer asked what the timeframe was. Mr. Tiemann answered that they hoped to start building homes in the spring and take advantage of those setbacks. Vice Chair Copfer asked how big of a variation they would be asking for. Mr. Tiemann answered that the current setback is 20 feet and they would suggest 10 feet to the porch and 14 feet to the front of the home. He acknowledged that it might be aggressive but they have built homes in Hillsboro and Happy Valley with similar setback and it still affords a good street scene. Discussion followed with the Planning Commission showing interest in Mr. Tiemann's suggestion.

Ann Reid and Katy Boedigheimer from Rose's Restaurant and Bakery commented regarding the traffic signal between the Regal Cinema and Albertsons. Ms. Reid said she oversees operations and Ms. Boedigheimer grew up in Sherwood and is the General Manager. Ms. Reid said the restaurant has been at the Sherwood Cinema Center for over 10 year, serves this community whole heartedly from amazing customers who come into the restaurant to those who have food catered and delivered. She said Rose's supports the Sherwood community through local school events, athletics, and local non-profits with weekly specials for veterans, seniors, and kids. Ms. Reid stated that Rose's sponsors the Robin Hood Festival and the Onion Festival and is promoting the 80 year history of Rose's through the Sherwood location, as the last Rose's in the area. She said they are working with local bakeries and the chef to promote the original Rose's recipes. Ms. Reid said that with over forty employees they are a local business that is highly concerned about access to their restaurant for customers, employees, and fellow tenants in the Cinema Center and across the street. She expressed concern about the light removal and accessibility to the Sherwood Cinema Center and wanted to do all that was possible to save our signal or have a good alternate option on the table. Ms. Reid commented that she did not see the sense in having the hundreds of cars that come for lunch or dinner, a movie or other business to use Baler Way past the Les Schwab. She explained that the parking lot is full at times and expressed concern for traffic and pedestrian safety. She said that going somewhere else may be more convenient to their customers, gaining new customers will be more difficult, and if revenue drops it will affect employees. Ms. Reid said they needed the Planning Commission's help in contacting Washington County and having them reopen the decision to remove our signal and give the citizens an opportunity to review options with the county to give better option for accessibility.

Ms. Boedigheimer added that she graduated from Sherwood High School and her parents still live here. She said she was speaking on behalf of Rose's employees and customers. Ms. Boedigheimer said she had been told that this is not a city issue and maintained that it is. She said that the people

that live here do not want the light taken out and wanted to have the support of the people that can control that. Ms. Boedigheimer commented that it was upsetting that their voices regarding how they feel were not being heard. She said she wanted to make sure that everyone knows that if the light is taken out it will affect us. Ms. Boedigheimer commented on the different approach that is planned and said that the main point is that they need the light.

Chair Simson asked if they were invited to any of the other meetings.

Ms. Reid answered that their first meeting was on October 1st after the decision was made and they were never approached as a business regarding the effect on them.

Chair Simson asked staff how the Planning Commission can act, stating that it was a Council decision. Brad said it was a good question and staff would discuss it. He explained that it is up to the City Council to decide whether to advocate for or against it, as a city .

Vice Chair Copfer commented that the road and the light belong to the county and he had heard a number of people about the light. He suggested that people want the City to get behind the citizens and go to bat against the County and indicated that from the City's prospective we want the light left alone.

Chair Simson asked if the Planning Commission could provide a document to Council that will be affective. Brad said he was unsure and would need to discuss with other staff. He asked if the Planning Commission was comfortable that it was representing the choice that 18,000 people wanted to make.

Vice Chair Copfer said he had heard from a great number of people who want the light to stay and verbally we should say to our mayor that the City should take a stance one way or the other.

Chair Simson pointed out that the Planning Commission was appointed, not elected and needed the support of the City Council.

Commissioner Cooke commented on the condition of development that was placed on the owner at the time of development. Chair Simson said staff could be directed to review the application regarding the condition and obtain information and stated that support for action comes at the City Council level.

Julia Hajduk, Community Development director offered that staff had examined the application and it was determined that the County could proceed without needing any land use action. Staff has worked with the County through the process and made clear to the County that access to the businesses is extremely important. She explained that the County has gone through the process with alternatives, evaluations, and open houses and it is their decision on how they proceed with the design. Julia said there was still room to discuss the design, not necessarily the light, but how those businesses are accessed. She said the City wanted the intersection to improve and the businesses have to have access.

Chair Simson asked if Council could approach the Oregon Department of Transportation (ODOT) regarding a right in/ right out access on Hwy 99 and asked if the Planning Commission had a vehicle that could inform council in a formal setting.

Mayor Middleton responded that the project was a County program and the County could choose to remove all funding and not do the project. He said the City could take a stand, but is trying to work through the process with the County to find alternatives. Mayor Middleton expressed that in his opinion the worse thing would be to make demands of the county. He said that when dealing with other organizations we give suggestions, but aren't often influential.

Julia added that City staff is working to with them explore options and they have submitted for a Transportation System Plan amendment to help facilitate the Baler Way extension. We also heard a citizen comment at the last council meeting about emergency access and that is why we want public involvement. We will make sure that we are conveying those concerns to the county through this process. We support and encourage where we can but ultimately it is their decision.

Discussion followed when Commissioner Griffin commented on the County's process and the input that the City should have about work that will be done in the City. Vice Chair Copfer supported Commissioner Griffin's efforts for the City to take a stance and commented on the impact that removing the light will have on the businesses. Chair Simson reminded that it was up to Council to do so. Julia commented that, as the liaison, the Mayor could express the Commission's wishes to the Council. Mayor Middleton added that rather than taking a stance, the City was trying to work the project in a way that was best for everybody and is concerned about those businesses.

Commissioner Cooke asked if the City provided funding in circumstances like this for business relocation. Julia responded that it would be part of the private negotiations that the County would do with property owners, but she was not aware of any funding.

Chris West, Sherwood resident for 13 years, said he spoke to Council the previous week regarding the same signal and like many of the residents, heard about the decision to remove the light in the last couple of weeks. Mr. West said he recognized that things need to change as the City grows and commented on limiting factors for the interchange; the signal timing at Hwy 99W driven by ODOT, a single lane of traffic from Teton Avenue to passed Les Schwab, and a single lane that crosses Roy Rogers. He said anyone could stand by the Burger King at 5 o'clock any night and see that the problem is not the traffic light that accesses Albertsons and Regal Cinemas and commented that removing the light would not change the traffic problem; adding more through lanes will, especially crossing 99W to Roy Rogers. Mr. West said there was a requirement for the signal with two left hand turn lanes and now the County says none are needed. He commented that he did not receive notice because the noticing requirement of the County is to notify property owners within 500 feet of the project. Mr. West said he did not see anything in the Gazette or Oregonian until he saw an article about the upcoming Open House to tell us about the County's decision. Mr. West asked who would pay for the Baler Way extension and where it was in the process. He submitted a draft letter

for the City Council to send to the County Board of Commissioners (see record, Exhibit 5) and asked the Planning Commission to recommend that City Council send a letter asking the County to withdraw the decision to remove the light. Mr. West commented on the County's plan to put in a pedestrian light at that location and asked how it would improve the flow of traffic. He commented about issues with public involvement and having to wait to the end of the meeting to voice his concerns. He said there was an active Facebook page with over 800 likes in a week's time called Save Our Signal and commented that the City and County needs to learn about that kind of public involvement.

Chair Simson responded that the Planning Commission could accept the letter, but would not be able to take action if it was not on the agenda.

Eugene Stewart, property owner in Sherwood, commented that he remembered when Washington County came to Sherwood and said that land use planning within the urban growth boundary is our responsibility and the County will accept whatever the City decides. He said there must have been some sort of IGA and should be looking at that agreement to see if the City does have say on transportation within our city. Mr. Stewart commented on the County proposing an amendment to the TSP for how people will get to their property on a road which isn't even funded to be built yet, saying that an island property will be created that will not be accessed from Roy Rogers Road. He said he did not understand the thought process other than to get the road improved and we should look at a long range program to make it a much better solution than what we have. Mr. Stewart commented on hearing that that intersection is one of the busiest intersections in the state of Oregon, adding that it was a major problem and the only access for trucks to get to I-5, with the only other access for trucks is where 99W meets I-5 in Tigard. He said he understood that we are not going to get the best solution, but we need to look at the long range plan and not the short term. Mr. Stewart asked why Tualatin-Sherwood Road is not four lanes and if we need to start talking about having a bypass around Sherwood now so that as development comes we can get around. He commented that one traffic study showed that Saturday and Sunday are the busiest times because of people going to the casinos and the coast and traffic going through is not stopping. Mr. Stewart said the system is failing someplace.

Mayor Middleton indicated that he had to leave and invited public input at the City Council meetings. He said that he was the liaison to the Council and the entire Council makes decisions on actions before them.

Chair Simson said there were no more public comment cards. She asked staff to provide an agenda item for Planning Commissioner Announcements so that Planning Commission liaisons to the Charter Committee, TSP Update, and Cedar Creek Trail could provide feedback.

Chair Simson noted that she went to Planning Commissioner training recently and it would be worth the time for the Commission to learn from them. She asked if Chad Jacobs from Beery, Elsner, Hammond could provide the presentation regarding ex parte contact.

Brad Kilby added that there was a need for a Planning Commission Liaison for the TSP update and gave details. He said the TSP update will come before the Planning Commission for a

recommendation to City Council. Julia added that the Charter Committee has not been formed yet. Commissioner Griffin was selected by consensus to be on the TSP Citizen's Advisory Committee.

8. Adjourn

Chair Simson adjourned the meeting at 9:49 pm.

Submitted by:

Kirsten Allen
Planning Department Program Coordinator

Approval Date: _____

**City of Sherwood, Oregon
Planning Commission
Work Session Meeting Minutes
October 22, 2013**

Planning Commission Members Present: Staff Present:

Chair Jean Simson

Vice Chair James Copfer

Commissioner John Clifford

Commissioner Beth Cooke

Joseph Gall, City Manager

Tom Pessemier, Assistant City Manager

Julia Hajduk, Community Development Director

Brad Kilby, Planning Manager

Michelle Burchfield, Administrative Assist I

Planning Commission Members Absent:

Commissioner Michael Cary

Commissioner Russell Griffin

Commissioner Lisa Walker

Council Members Present:

Mayor Bill Middleton

Legal Counsel:

Chris Crean

1. Call to Order/Roll Call

Chair Simson called the meeting to order at 7:14 pm.

2. Agenda Review

The agenda consisted of a continued public hearing for SP 13-02/ VAR 13-01 and new business regarding appointment of a Planning Commission member to the Charter Committee.

3. Consent Agenda:

There was no Consent Agenda

4. Council Liaison Announcements

Mayor Middleton reminded of the Veteran's Day Event on Monday, November 11, 2013 and asked Julia Hajduk, Community Development Director to address the Tualatin Sherwood/ 99W Corridor project.

Julia commented that at a previous Planning Commission meeting there was a lot of citizen input about the Tualatin Sherwood Road widening project and that City Council had a Washington County representative at this meeting. Julia informed that Commission that staff was directed by City Council to work with Oregon Department of Transportation (ODOT) and the County to get a right in access off of 99W north of the intersection for that project.

5. Staff Announcements

Brad commented that Planning Commission meetings for November and December would fall days before Thanksgiving and Christmas and suggested alternate dates for meetings because there were

five potential projects to come before the Commission. He suggested several alternative meeting dates and said he would utilize email to decide future meeting dates.

Brad reminded the Commission of the Annual Appreciation Dinner at City Hall December 3rd @ 6pm and said they would discuss the Planning Commission Report for that dinner at the Planning Commission Work Session on November 12th. Brad gave each of the Commissioners present a copy of the form (see record, Exhibit 1).

Brad reported that the first Citizen's Advisory Committee meeting for the Transportation System Plan Amendment was held on October 21, 2013 where they discussed what a Transportation System Plan is and what the committee's responsibilities will be regarding the Transportation System Plan (TSP) update. He said there were ten people appointed to the Committee with a good representation from various interests and Commissioner Russell Griffin as the Planning Commission liaison.

6. Community Comments

Neil Shannon, Sherwood resident, commented that he wanted to take the opportunity to speak regarding the Brookman Road Annexation as the meeting was recorded and broadcast. He said he was in opposition to the partial annexation of Brookman Road, but in favor of the entire Brookman Road Concept Plan being adopted by the City. Mr. Shannon said two years ago, the residents of that area voted against the annexation and now a portion of the property owners are seeking to bring in roughly 97 acres of that Plan and he felt that it was diluting the opportunities available in the Brookman Road area. He said he a jigsaw boundary line for the City of Sherwood would create differences between neighboring property owners within and outside the City and would bring complexity to the planning of it. Mr. Shannon urged a vote against the annexation.

7. Old Business

a. Continued Public Hearing – Community Center Major Site Plan Modification (SP 13-02/ VAR 13-01)

Chair Simson read the public hearing statement and asked for any ex parte contact, bias or conflicts of interest.

Commissioner John Clifford disclosed that he had contact with Landscape Architect, Kurt Lango in a professional capacity that was unrelated to the project and there were no comments or discussion regarding the agenda item.

Vice Chair James Copfer disclosed that he was the technical director for the Foundation for the Performing Arts and the Voices for Performing Arts, but it would not affect his ability to make a decision.

Chair Simson disclosed that all of her previous contacts were in public meetings. She asked that those giving testimony to include their mailing address on the blue comment card if they would like to be notified of any action by mail.

Chair Simson turned the time over to Brad Kilby for the Staff Report.

Brad reviewed the information given at the previous public hearing (see record, Exhibit 2) and said the public hearing record had been held open to allow for additional testimony. He explained that the applicant had submitted revised plans that were included in the Planning Commission packet and reminded the Commission that the project was approved to convert the old Machine Works building in 2012, but the building was not structurally sound and was demolished. Brad showed illustrations of the approved building and the proposed new building. Brad said the new building will be in the same location, but not placed in the public right of way the way that the old building was. He explained that it was a major modification to and approved site plan (SP 12-01) with a final development plan approved as PUD 09-01. Brad showed the approved site plan and the proposed modified site and said there were three trees that would be removed to the north of the building.

Brad explained that there is a variance request to reduce the required amount of glazing on the south side of the building per *Section 16.162.080H (Ground Floor Windows)* that requires that windows occupy at least 50% of the length of and 25% of the total ground level wall area.

Brad said the current proposal has 3,000 square feet of commercial space to 15, 285 square feet of building or 19.6% of the building. He said the original decision allowed a 40/60 split and this is within the confines of what was approved.

Brad reviewed section 16.90.30.A.1.b.3 which limits the scope of the review for a modification request. He said it was suggested at the previous meeting that the Planning Commission could open up the discussion to review parking, landscaping, and other issues, but those items have no bearing on this request because the scope of this review is limited.

Brad showed an illustration of the southwest corner of the building as modified by the applicant and said the applicant would address the issue more fully. He said that staff recommended approval of the application with proposed conditions and reminded the Commission that there were some proposed revisions to those conditions.

Chair Simson asked for clarification on condition B.4 and suggested that the applicant had met the condition and could be removed. Staff concurred. The item was tabled until deliberations and Chair Simson turned the time over to the applicant.

Tom Pessemier, Assistant City Manager and Project Manager for the Community Center Project said they would go through some of the highlights of the project and any changes the Commission wanted to see. He introduced Keith Jones and Scott Wagner, the planner and architect for the project.

Keith Jones, Harper Houf Peterson Righellis Inc.(HHPR) explained that his firm had been working with the project since 2009 and said that he had requested that staff amend three of the conditions of approval: the landscaping requirement (B.1), the building base (B.4), and the parapet requirement (B3). He said that two of these conditions had already been satisfied and described the parapet requirement. Mr. Jones explained that the code requires the installation of a two-part parapet around the entire perimeter of the building and said that the applicant had suggested that the

two-part parapet does not work architecturally around all of the building. It can work on the retail portion, he said, but because of the mass of the building at the theater portion, it does not work with the architectural design. Mr. Jones said that this is justified by referencing the 2009 development approval that allowed some exceptions to the standards through the project PUD Architectural Pattern Book (which laid out the requirements that the phases of the PUD would follow). Mr. Jones stated that the Pattern Book identifies that the Machine Works phase of the PUD is not required to meet that Code provision in its entirety.

Mr. Jones commented on the changes made to the wall as requested by the Planning Commission and turned the time over to Scott Wagner.

Scott Wagner, Ankrom Moisan Architects gave a presentation (see record, Exhibit 3) that showed the site development. He said some sides of the building were more important such as Pine Street and the paseo facing Old Town. Mr. Wagner commented that Columbia Street was more subdued and Washington Street was the service side. He said the south side of the building benefits from the retail and becomes more service-oriented towards Washington Street. Mr. Wagner commented that the Planning Commission had asked what kind of neighbor the Community Center was architecturally on the lesser sides of the building. He said there was space available for landscaping on the Washington Street side and discussed the materials used, the elements used to break up the wall, and the lack of windows at the southwest corner. He said there were no windows because the space would be used for make-up and dressing rooms and they did not want light leaking onto the stage. Mr. Wagner said they considered comments and showed a revised elevation of the corner of the building. He said they were trying to respond to all of the issues and end up with a composition that makes sense for the building. Mr. Wagner described the use of stone, brick, and metal and the addition of glass windows on the south side. He talked about how the light from the window could be masked through curtains or blinds and pointed out that the windows were above the makeup light and mirrors. Mr. Wagner said that these changes addressed the visual concerns expressed by the Planning Commission.

Tom Pessemier asked to save the remainder of their time for rebuttal. The applicant used 10:41 minutes.

Commissioner John Clifford inquired about adding a metal awning to the new windows on the south in the future should there prove to be too much light coming through. Mr. Wagner confirmed and gave suggestions for blocking out light. Mr. Wagner explained that the intent now was to use a window treatment inside to black out the light. Discussion followed.

Chair Simson asked for public testimony.

Lori Randel, Sherwood resident said she did not care for the windows and asked if the idea of a mural was gone. Ms. Randel commented that she would like the City Council to hear that the smaller retail space in the center should be given to visual artists to do a cooperative gallery. She remarked that the original intent of the center was to have performing and visual arts in it. Ms. Randel encouraged others to tell the City Council that they would like to see the space offered up to visual artists for a cooperative gallery or classrooms for programing that is ready to go and funded through non- profits in town.

Eugene Stewart, Sherwood property owner said the building was not visually acceptable; not the color scheme, the design does not remind him of Old Town, and does not seem right. He commented that if this is the best we can have I guess we are stuck with it. Mr. Stewart commented on house the building height was measured and asked why there was not a requirement for a 6' planting strip as a visual break up from the residences behind it.

Mr. Stewart commented on the citizen involvement plan that Planning Director Brad Kilby had sent him and said he did not think we met Goal 1. He suggested that the Planning Commission and staff need to sit down and decide what the Citizen Involvement Plan is, start following it, and make it work.

With no public testimony, Chair Simson asked for rebuttal from the applicant.

Keith Jones commented that the maximum allowed height is 40feet and the proposed building height is 26 feet. Scott Wagner commented that the site falls about 30 inches on Pine Street and another three to four feet to the southwest corner [on Washington]. So the building proper from finished floor to top does not exceed the height. Keith Jones said his understanding was that the height was measured from the average grade. Brad Kilby added that it was measured from a reference datum that he could explain further, but the City would verify that the building did not exceed the height. Chair Simson said it was necessary.

Mr. Jones commented that because the property is within and PUD the streets were laid out as part of the approval. He said the streets are unique with the downtown streetscapes, curbed streets and green street planters. Mr. Jones noted that Columbia Street acts as a one-way connector with angled parking. Mr. Jones said he did not hear any other comments that were directed at the approval.

Chair Simson asked regarding the color palette.

Mr. Wagner said the Cannery Square Planned Unit Development (PUD) has its own set of color criteria with warm and natural tones that criteria were followed.

Commissioner Cooke asked regarding an empty planter along Columbia Street. Mr. Wagner answered that there were more trees and light poles not shown in the illustration.

Tom Pessemier added that having a mural was looked into but not being proposed. He said the wall is rough, but people do murals on brick walls from time to time, where they have to put a coating on the wall. He said it would be more difficult with the metal. Tom commented that it would not be very difficult to add a mural if the community wants to do it at a later time.

With no other questions for the applicant, Chair Simson closed the public hearing and asked for final comments from staff. None were received.

Chair Simson asked if the Commission was in favor of the changes recommended by staff to amend condition A.9 and to strike conditions B.1 and B.4. The Commission was.

Chair Simson asked for comments regarding the variance request regarding glazing. She explained that the variance can be approved if the standards are maintained to the greatest extent reasonably possible while permitting reasonable economic use of the land and asked if they had met the criteria. Vice Chair Copfer and Commissioner Clifford conveyed that they had.

Chair Simson concurred, saying that the Code encourages interesting and active ground floors where the activities are happening in the building. She commented that the activities are not happening on the southwest corner, but the applicant has brought pedestrian scale interest to the side of the building that is architecturally appealing. Commissioner Cooke agreed.

Brad Kilby asked if the Commission wished to discuss the parapets. Chair Simson answered that per the PUD, parapets were to be on all sides of the building and the applicant's testimony was that the former Machine Works Building, and the use of the building as a Community Center, would not work well with parapets on the theater side.

Vice Chair Copfer commented that there was discussion regarding the parapets two weeks ago and as shown on the final, it looked acceptable. Commissioner Clifford agreed.

Chair Simson added that the intent of the Code was to have a top, middle and base and the metal creates a top, middle and base consistent with the PUD.

Motion: From Vice Chair Copfer for the Sherwood Planning Commission to approve the application for SP 13-02 Major Modification to the Site Plan for the Community Center accepting the changes proposed by staff and the revised elevation received with the windows and changes to architectural features and based on the applicant testimony, public testimony received, analysis, findings and conditions. Seconded by Commissioner John Clifford. All present Planning Commissioners in favor (Commissioners Cary, Griffin, and Walker were absent).

8. New Business

a. Discussion regarding the Planning Commission appointment to the "Charter Committee".

Brad Kilby explained that a committee was being formed and every board and commission was asked to provide a liaison to assist in reviewing the City Charter. He said the charter was written in 2005 and this would be the first citizen review.

Julia added that it was recommended to review the charter for housekeeping about every five years and it was a good time to review. She said the Council has decided to utilize the knowledge and citizen connections from the different board and commission members along with three citizens at large. Julia said it would meet approximately twice a month until March in order to put it on the May 2014 ballot.

Mayor Middleton commented that the charter was like the City's constitution and was available on the City website (<http://www.sherwoodoregon.gov/citycouncil/page/city-charter>). He said in the past, the review has been done by a small group of Council members and once completed each item will be on the ballot separately. Mayor Middleton gave two examples of possible changes such as

changing the mayoral term from two years to four years and doing away with [Council] positions, having the top candidates with the majority of votes elected. Linda Henderson is in charge of the committee.

City Manager Joseph Gall added that the Charter Committee will be a very public process and anybody interested in serving can still be involved through that process.

Vice Chair Copfer and Commissioner Cooke were interested in serving with Commissioner Cooke being chosen because of past experience with charter review process in Lafayette, Oregon.

9. Planning Commissioner Announcements

Chair Simson made known that she had attended a Washington County Transportation System Plan open house where she found out that Council had directed staff to work with the County. She said she was excited to see so many in attendance. Commissioner Cooke said she was also in attendance.

Brad Kilby said there was a training opportunity through the League of Oregon Cities on Saturday November 2, 2013 regarding land use and the City was hosting. He asked if there were any commissioners interested.

10. Adjourn

Chair Simson adjourned the meeting at 8:10 pm.

Submitted by:

Kirsten Allen
Planning Department Program Coordinator

Approval Date: _____

New Business Agenda

Item A

CITY OF SHERWOOD

Date: December 3, 2013

Staff Report

PA 13-03 – Adams Avenue Transportation System Plan Amendment

To: SHERWOOD PLANNING COMMISSION

From: PLANNING DEPARTMENT



Brad Kilby, AICP, Planning Manager

Proposal overview: Washington County is proposing an amendment to the Sherwood Transportation System Plan (TSP) to extend Adams Avenue from its existing terminus at SW Pacific Hwy (near Home Depot) to the west side of SW Pacific Hwy. The primary purpose of the street extension is to develop access options for the properties located north and west of the intersection of SW Pacific Highway and Adams Avenue near home depot and to address safety issues in the area.

I. OVERVIEW

- A. Applicant: Harper Houf Peterson Righellis Inc.
Attn: Stefanie Slyman, AICP
205 SE Spokane St., #200, Portland, OR 97212

503-221-1131 or stefanies@hhpr.com
- Owner: Washington County Department of Land Use and Transportation
Capital Project Management Division
Attn: Dan Erpenbach
1400 SW Walnut Street, Hillsboro, OR 97123

503-847-7877 or Daniel_erpenbach@co.washington.or.us
- B. Location: Adams Avenue from its existing terminus at SW Pacific Hwy (near Home Depot) to the west side of SW Pacific Hwy. TLIDs 2S129B000200, 2S129B000102, 2S129B000105, and 2S129B000104.
- C. Review Type: The proposed text amendment requires a Type V review, which involves public hearings before the Planning Commission and City Council. The Planning Commission will make a recommendation to the City Council who will make the final decision. There will be a twenty-one (21) day appeal period after the Council issues their decision. Any appeal of the City Council decision would go directly to the Oregon Land Use Board of Appeals.

- D. Public Notice and Hearing: Notice of the December 10, 2013 Planning Commission hearing on the proposed amendment was published in The Tigard Times on November 28th and December 5th 2013, and in the December 2013 edition of the Gazette. Notice was also posted in 5 public locations around town and on the web site on November 20th, 2013. While this is a legislative amendment, additional courtesy notice was mailed to immediately affected property owners on November 20th, 2013, and provided to the businesses located within those properties.

The applicant held a public meeting on July 17, 2013 from 5:30 to 7:30 PM at the Sherwood Police Department Community Room, 20495 SW Borchers Drive. Notice to property owners and recognized neighborhood organizations within 1,000 feet of the subject property were mailed on June 27, 2013, July 2, 2013 and July 8, 2013.

- E. Review Criteria:
The required findings for the Plan Amendment are identified in Section 16.80.030 of the Sherwood Zoning and Community Development Code (SZCDC). In addition, the amendment must be consistent with Goals 1, 2 and 12 of the Statewide Planning Goals and Chapter 6 of the Comprehensive Plan.

- F. Background:
Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road, which includes street widening, access management, Intelligent Transportation Systems (ITS), and off-corridor circulation. The street widening and access management elements are being addressed as part of the MSTIP 3d Tualatin Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over the next year as the County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing.

II. PUBLIC COMMENTS

The City posted notices in five locations around the city and provided courtesy mailed notice to directly related property owners in the vicinity of the road extension. In addition, business owners were provided with notice of the proposal. Notice was also published in the Tigard Times on November 28th and December 5th 2013, and in the December Gazette. The applicant hosted a public meeting on July 17, 2013 for property owners and recognized neighborhood organizations located within 1,000 feet of the subject property. Comments from the public meeting are summarized below:

- A connection from SW Pacific Hwy through to SW Borchers Road will create access, congestion and safety problems at the intersection of SW Borchers and SW Roy Rogers Road. This is the only ingress and egress for neighborhoods in the northwest corner of the SW Pacific Hwy and Tualatin Sherwood Road (i.e. Heron Ridge, Conzelmann Farm Estates, and Hunters Ridge Condominiums).
- Diverting traffic from SW Pacific Hwy to Borchers will have negative impacts to neighborhoods such as increased traffic and noise and decreased safety, livability, and property values.
- SW Pacific Hwy to Borchers connection (full connection) will have negative impacts to the Tualatin River National Wildlife Refuge to the north such as increased impervious surface area that may contribute to flooding, pollutants, and light pollution impacting the refuge. A short dead end road to the properties located away from the slope leading to the floodplain would be preferred per Fish and Wildlife Service comment.

- The connection through to Borchers would cross a site that is desired by some residents for potential park use. There is a lack of park facilities for these neighborhoods on the north side of SW Roy Rogers Road.
- Topography in this area would require crossing a ravine that would entail an expensive bridge.
- Traffic on SW Roy Rogers Road is a major problem for residents that the proposed 99W road connection would not help.
- Need to look at transportation facilities and solutions beyond the immediate project area.
- In response to the County's position that it will not pursue a connection from SW Pacific Hwy through to Borchers with the proposed TSP Amendment, questions were asked regarding how a future alignment could be approved. The project team responded that any future map amendment would require another neighborhood meeting followed by a formal land use approval process by the City.

III. AGENCY/DEPARTMENTAL COMMENTS

The City requested comments from affected agencies. All original documents are contained in the planning file and are a part of the official record on this case. The following information briefly summarizes those comments:

Bonneville Power Administration – Julie Goodrich of the BPA provided comments attached to this report as Exhibit B, that indicates that the BPA has no objection to the proposal but that any future construction beneath the powerlines will require a BPA Right Of Way Use permit which would include clearance measurements to the closest BPA tower and overhead wires, and road specification.

DLCD, ODOT, Washington County, Metro, Clean Water Services, Tualatin Valley Fire and Rescue (TVF&R), Kinder Morgan, Pride Disposal, The Sherwood School District, The Sherwood Engineering, Building, and Public Works Departments, Portland General Electric, Northwest Natural Gas, and Raindrops to Refuge were provided the opportunity to comment on this application but did not provide written or verbal comments.

IV. APPLICABLE DEVELOPMENT CODE CRITERA

16.80.030 – Review Criteria

A. Text Amendment

An amendment to the text of the Comprehensive Plan shall be based upon a need for such an amendment as identified by the Council or the Commission. Such an amendment shall be consistent with the intent of the adopted Sherwood Comprehensive Plan, and with all other provisions of the Plan, the Transportation System Plan and this Code, and with any applicable State or City statutes and regulations, including this Section.

FINDING: The applicant's proposal requests the modification of the Sherwood Comprehensive Plan Figure 8-1 (Functional Classification Map) and would adhere to the existing policies and the intent of the Plan. No text amendment would be required. Therefore, this criterion is not applicable.

B. Map Amendment

An amendment to the City Zoning Map may be granted, provided that the proposal satisfies all applicable requirements of the adopted Sherwood Comprehensive Plan, the Transportation System Plan and this Code, and that:

1. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan and the Transportation System Plan.

ANALYSIS: Compliance with the Comprehensive Plan policies is discussed below in Section V.B.

2. There is an existing and demonstrable need for the particular uses and zoning proposed, taking into account the importance of such uses to the economy of the City, the existing market demand for any goods or services which such uses will provide, the presence or absence and location of other such uses or similar uses in the area, and the general public good.

ANALYSIS: The parcels that would be impacted by future physical improvements are located within the Light Industrial (LI) and General Commercial (GC) zoning districts. The parcels (TLIDs 2S129B000200, 2S129B000102, 2S129B000105, and 2S129B000104) are currently in residential, agricultural, and commercial uses. The commercial uses are clustered directly adjacent to SW Pacific Hwy where the proposed street would intersect with SW Pacific Hwy. This intersection of SW Pacific Hwy and a private road is currently controlled with a traffic light that was installed as part of the Home Depot construction. The Adams Avenue extension approved by Ordinance 2009-008 (Adams Avenue North Extension Plan) would terminate at this intersection on the east side of SW Pacific Hwy once constructed. The existing residential use at the west end of the proposal receives access from SW Roy Rogers Rd through a driveway, but does not have access to SW Pacific Hwy.

According to the applicant, the proposed street would allow for the future development of a public transportation facility that would provide surrounding land uses with improved access and circulation. As demonstrated in the attached memorandum from DKS Associates, dated September 17, 2013, the affected parcels when built out or redeveloped, would generate 5,000 average daily trips (ADT). The applicant states that the proposed street location would support the existing and future pattern of development in the area by consolidating access for multiple properties at the existing signalized intersection on SW Pacific Hwy and continue the extension of Adams Avenue as a designated collector.

3. The proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve all potential uses in the proposed zoning district.

ANALYSIS: According to the applicant, the proposed street is timely in that Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road. The proposed TSP amendment is one element. According to public comments submitted during the public meeting held July 17, 2013, there are existing traffic issues on SW Roy Rogers Road. The County is pursuing access management on SW Roy Rogers Road which necessitates that alternate access be provided for properties in the NW corner of the intersection of SW Pacific Hwy and SW Roy Rogers Road. Washington County is also presently designing improvements to Tualatin Sherwood Road to reduce congestion and improve safety in the area with construction scheduled to begin in 2014. As the scope of the City's current TSP update does not address new streets; Washington County has made application to do so which is both timely and consistent with the pattern of development in the area.

The Adams Avenue North Extension Plan approved by Ordinance 2009-008 proposed street patterns supporting urbanization and commercial development within City limits. Within the City limits, the properties that would be impacted by the proposed street are surrounded to the west, south and east by housing and commercial developments. The future development of the properties that would be impacted by the proposed street would be consistent with the development pattern in the area.

4. Other lands in the City already zoned for the proposed uses are either unavailable or unsuitable for immediate development due to location, size or other factors.

ANALYSIS: The proposed street would not alter the zoning or proposed uses of the properties potentially impacted by its construction. This criterion is not applicable.

FINDING: Compliance with the Comprehensive Plan policies is discussed below in Section V.B. Staff finds that due to the projected ADT, the existing Adams Avenue extension, anticipated future development of the area and existing level of traffic on SW Roy Rogers Road, there is an existing and demonstrable need for the proposed street. Additionally, because of the investment and improvements currently being implemented by the County in conjunction with the recent approval of Ordinance 2009-008, staff finds that the proposed amendment is timely. These criteria are satisfied.

C. Transportation Planning Rule Consistency

1. Review of plan and text amendment applications for effect on transportation facilities. Proposals shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-12-0060 (the TPR). Review is required when a development application includes a proposed amendment to the Comprehensive Plan or changes to land use regulations.

ANALYSIS: The attached memorandum submitted by the applicant from DKS Associates, dated September 17, 2013, provides the required review in accordance with OAR 660-12-0060.

2. "Significant" means that the transportation facility would change the functional classification of an existing or planned transportation facility, change the standards implementing a functional classification, allow types of land use, allow types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility, or would reduce the level of service of the facility below the minimum level identified on the Transportation System Plan.

ANALYSIS: Based on the TSP, there is no existing or planned transportation facility at the location of the proposed street. On the east side of SW Pacific Hwy a collector is proposed by the Adams Avenue North Extension Plan approved by Ordinance 2009-008. The proposed street would also be a collector and would terminate in a stub prior to connecting with SW Roy Rogers Road. The applicant is not proposing a connection with SW Roy Rogers Road in response to public concerns about existing traffic and County concerns about safety. As demonstrated in the attached memorandum from DKS Associates, the affected parcels when built out or redeveloped, could generate 5,000 average daily trips (ADT). The memorandum further states that since the proposed street would not be a through street, there would be no change in traffic circulation or increased trips on other public roads as a result of the amendment and future construction.

3. Per OAR 660-12-0060, Amendments to the Comprehensive Plan or changes to land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:

a. Limiting allowed uses to be consistent with the planned function of the transportation facility.

- b. Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses.**
- c. Altering land use designations, densities or design requirements to reduce demand for automobile travel and meet travel needs through other modes.**

ANALYSIS: As demonstrated in the attached memorandum from DKS Associates, the proposed TSP amendment would not result in a significant impact to a transportation facility. The applicant is proposing to stub the proposed street in response to physical site constraints, access mitigation on SW Roy Rogers Road, and public traffic concerns on SW Roy Rogers Road. As a result, the street is proposed to address this future increase in ADT based on existing zoning designations and would not require alterations of land use designations or design requirements.

FINDING: Based on the analysis above, staff finds that the review of the plan and text amendment application for impact on transportation facilities provided by DKS Associates accurately determined that the proposed street would not have a significant impact on existing transportation facilities.

V. APPLICABLE COMPREHENSIVE PLAN POLICIES

B. GOALS, POLICIES, AND STRATEGIES

Goal 1: Provide a supportive transportation network to the land use plan that provides opportunities for transportation choices and the use of alternative modes serving all neighborhoods and businesses.

Policy 1 – The City will ensure that public roads and streets are planned to provide safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities. Existing rights of way shall be classified and improved and new streets built based on the type, origin, destination and volume of current and future traffic.

ANALYSIS: According to the applicant, the proposed street would provide needed internal circulation for several large parcels zoned LI and GC. Per the DKS Associates memorandum, these parcels would generate up to 5,000 trips related to the movement of goods and services based on the existing zoning designations.

The applicant is proposing the street as a collector, consistent with the purpose of collectors, which is to "Provide both access and circulation within and between residential and commercial/industrial areas." (TSP Table 1. Functional Classification Definitions). The Comprehensive Plan defines collectors as being "typically greater than 0.5 to 1.0 miles in length." However, the proposed street would be approximately 0.25 miles in length due to topographic and environmental constraints relative to the ravine immediately west of the proposed alignment. The applicant states that this shorter length is also proposed in response to neighborhood concerns about additional traffic to the residential areas to the west if the street was longer in length or a through-connection.

Due to its intersection with SW Pacific Hwy, an ODOT facility, the proposed street will be subject to ODOT approval for Grant of Access for a Public Approach. Per OAR 734-051-2020 (4)(e)(B) (i):

"The department (ODOT) may determine that a benefit to the state highway system exists where the proposed connection is a public facility with a functional classification of collector or higher (emphasis added) and is identified in an adopted transportation system plan, consistent with OAR 660-012-0000 through 660-012-0070,"

As a matter of practice ODOT requires that such access be designated as collectors at a minimum. The proposed public street designation as a collector would be consistent with this provision.

Policy 2 – Through traffic shall be provided with routes that do not congest local streets and impact residential areas. Outside traffic destined for Sherwood business and industrial areas shall have convenient and efficient access to commercial and industrial areas without the need to use residential streets.

ANALYSIS: The proposed street terminates approximately 0.25 miles from its intersection with SW Pacific Hwy and does not create through traffic, which may be a concern if all of the properties located west of Highway 99 aren't provided with direct access to the proposed facility. It is contained wholly within commercial and light industrial zoned properties and does not impact residential areas. The street will provide outside traffic with direct access to these commercial and industrial areas without the need to use intervening residential streets. This policy does not prohibit non-through traffic routes.

Policy 3 – Local traffic routes within Sherwood shall be planned to provide convenient circulation between home, school, work, recreation and shopping. Convenient access to major out-of-town routes shall be provided from all areas of the city.

ANALYSIS: The proposed street provides access for multiple properties at a signalized intersection that connects to the larger transportation system that provides circulation between home, school, work, recreation, and shopping. This new street also provides direct access to SW Pacific Hwy, a major arterial that connects to out-of-town destinations. During the public meeting held on July 17, 2013, participants voiced concerns about the negative impacts to the neighborhood and the Tualatin River National Wildlife Refuge if the proposed street was allowed to connect to SW Borchers Road. The participants felt that if the connection were allowed, traffic circulation between home, school, work, recreation and shopping would be negatively impacted by increasing traffic and noise and decreased safety, livability, and property values. In response, the applicant has proposed to terminate the proposed street in a stub on the east side of Tualatin River National Wildlife Refuge.

Policy 8 – The City of Sherwood shall consider infrastructure improvements with the least impact to the environment.

ANALYSIS: The proposed street would be located within the urban growth boundary and would avoid known environmental resources including wetlands, riparian habitat and areas designated as Refuge Sanctuary within the Tualatin River National Wildlife Refuge.

FINDING: Based on the above analyses, staff finds that because the street 1) provides needed internal circulation that facilitates the safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities; 2) is substantially consistent with the City's collector street definition; and 3) is consistent with ODOT's minimum desired collector functional classification for access to SW Pacific Hwy, the criteria of Policy 1 are satisfied. Additionally, the proposed street would be a stub and therefore not congest or impact residential streets. Access from SW Pacific Hwy would provide the required convenient and efficient access to the commercial and industrial uses in the area. In response to site constraints and public comments the proposed street would not impact circulation between home, school, work, recreation and shopping. These criteria are satisfied.

Goal 2: Develop a transportation system that is consistent with the City's adopted comprehensive land use plan and with the adopted plans of state, local, and regional jurisdictions.

Policy 1 – The City shall implement the transportation plan based on the functional classification of streets shown in Table 8-1.

ANALYSIS: The designation for the proposed street is a collector street which is one of the City's functional classifications implemented by the TSP.

Policy 2 – The City shall maintain a transportation plan map that shows the functional classification of all streets within the Sherwood urban growth area. Changes to the functional classification of streets must be approved through an amendment to the Sherwood Comprehensive Plan, Part 2, Chapter 6 – Transportation Element.

ANALYSIS: The applicant is requesting an amendment to the City's Transportation System Plan which is part of the Sherwood Comprehensive Plan, Part 2, Chapter 6 – Transportation Element to include the proposed street. If approved, this application would result in an update to the transportation plan map.

Policy 3 – The Sherwood transportation system plan shall be consistent with the City's adopted land use plan and with transportation plans and policies of other local jurisdictions, specially Washington County, Clackamas County, City of Wilsonville, and the City of Tualatin.

ANALYSIS: As demonstrated in the responses to the applicable TSP policies, the proposed amendment is consistent with the adopted TSP. The adopted TSP has been found to be consistent with the City's adopted land use plan and transportation plans and policies of other local jurisdictions.

Policy 5 – The City shall adopt a street classification system that is compatible with Washington County Functional Classification System for areas inside the Washington County

ANALYSIS: The proposed functional classification for the new public street is a collector street which is one of the City's functional classifications in its adopted TSP that has been deemed to be compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan.

FINDING: Based on the above analyses, staff finds that the collector and local street classifications of the proposed street would be based on the function classification of streets shown in Table 8-1, which has already been deemed compatible with the Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan. If approved, this application would result in an update to the transportation plan map to reflect the classifications of the proposed future street. These criteria are satisfied.

Goal 3: Establish a clear and objective set of transportation design and development regulations that addresses all elements of the city transportation system and that promote access to and utilization of a multi-modal transportation system.

Policy 7- The City of Sherwood will generally favor granting property access from the street with the lowest functional classification, including alleys. Additional access to arterials and collectors for single family units shall be prohibited and use access from frontage roads and local streets. Frontage roads shall be designed as local streets.

ANALYSIS: The proposed street would allow for access from the affected properties onto a collector street instead of an arterial (Tualatin Sherwood Road) or a state highway (SW Pacific Hwy) thereby providing access onto a public street with a lower functional classification than surrounding transportation facilities. Property-

specific access to the street would be regulated by the City at a future design phase or a land use action and is not applicable to the proposed TSP amendment.

Policy 8: The City will adopt access control and spacing standards for all arterial and collector streets to improve safety and promote efficient through street movement. Access control measures shall be generally consistent with Washington County access guidelines to ensure consistency on city and county roads.

ANALYSIS: The proposed street would align with the existing signalized access at SW Pacific Hwy. The proposed street does not propose to change the City's adopted standards for access control or spacing for arterials or collectors.

FINDING: Based on the analyses above, staff finds that the proposed street would meet and promote the transportation design and development regulations adopted by the City. Specifically, the proposed street would provide the impacted properties with access to a lower functional classification than is currently available and would utilize an existing signalized intersection. These criteria are satisfied.

VI. APPLICABLE STATEWIDE PLANNING GOALS

Goal 1 (Citizen Involvement)

ANALYSIS: Based on affidavits and meeting minutes submitted with the application, Washington County provided notice for and conducted a neighborhood meeting in compliance with the public notification requirements for a Type V land use application. Notice of the December 10, 2013 Planning Commission hearing on the proposed amendment was published in The Tigard Times on November 21st and December 5th, 2013 and in the December 2013 edition of the Gazette. Notice was also posted in 5 public locations around town and on the web site on November 12th 2013. While this is a legislative amendment, courtesy notice was mailed to immediately affected property owners on November 20th. Individual businesses within the affected area were canvassed and provided with notice of the hearing as well. Furthermore, the City will host a public hearing before the planning commission and a public hearing before the City Council providing the community and affected stakeholders the opportunity to participate in this land use review consistent with the intent of Statewide Planning Goal 1.

FINDING: The applicant and staff utilized the public notice requirements of the Code to notify the public of this proposed plan amendment. The City's public notice requirements have been found to comply with Goal 1 and, therefore, this proposal meets Goal 1.

Goal 2 (Land Use Planning)

ANALYSIS: As found in the narrative submitted by the applicant as part of this application, all applicable land use approval criteria for a TSP map amendment has been addressed. As described in the paragraphs above, staff has reviewed the applicant's proposal in accordance with the approval process for a Type V (Legislative) land use application.

FINDING: The proposed amendment, as demonstrated in this report is processed in compliance with the local, regional and state requirements and therefore meets Statewide Planning Goal 2.

Goal 3 (Agricultural Lands)

Goal 4 (Forest Lands)

Goal 5 (Natural Resources, Scenic and Historic Areas and Open Spaces)

Goal 6 (Air, Water and Land Resources Quality)

Goal 7 (Areas Subject to Natural Hazards)

- Goal 8 (Recreational Needs)**
- Goal 9 (Economic Development)**
- Goal 10 (Housing)**
- Goal 11 (Public Facilities and Services)**

FINDING: The Statewide Planning Goals 3-11 do not specifically apply to this proposed plan amendment; however, the proposal does not conflict with the stated goals.

Goal 12 (Transportation)

FINDING: Compliance with Goal 12 is demonstrated at the local level through the adoption and maintenance of a transportation system plan (TSP). Amendments to the TSP are implemented through the Transportation Planning Rule ("TPR"). Staff has assessed the proposals consistency with the TPR above in Section IV (16.80.030 – Review Criteria). Therefore, the proposal is consistent with Goal 12.

- Goal 13 (Energy Conservation)**
- Goal 14 (Urbanization)**
- Goal 15 (Willamette River Greenway)**
- Goal 16 (Estuarine Resources)**
- Goal 17 (Coastal Shorelands)**
- Goal 18 (Beaches and Dunes)**
- Goal 19 (Ocean Resources)**

FINDING: The Statewide Planning Goals 13-19 do not specifically apply to this proposed plan amendment; however, the proposal does not conflict with the stated goals.

VII. RECOMMENDATION

Based on a review of the applicable code provisions, agency comments and staff review, staff finds that the Plan Amendment is consistent with the applicable criteria and therefore, staff **recommends that the Planning Commission forward a recommendation of APPROVAL** of PA 13-03 to the City Council for their consideration.

EXHIBITS

- A. Application materials
- B. November 27, 2013 letter from Julie Goodrich of the Bonneville Power Administration

received

SEP 20 2013

Building Dept.

BMK



Home of the Tualatin River National Wildlife Refuge

Case No. PA13-03
Fee 5330
Receipt # 2282
Date 9/20/2013
TYPE IV

City of Sherwood Application for Land Use Action

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

- Annexation
- Plan Amendment (Proposed Zone N/A)
- Variance (list standard(s) to be varied in description)
- Site Plan (Sq. footage of building and parking area)
- Planned Unit Development
- Conditional Use
- Partition (# of lots _____)
- Subdivision (# of lots _____)
- Other: _____

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 Departments/Planning/Fee Schedule.

Owner/Applicant Information:

Applicant: Dan Erpenbach, Washington County DLUT Phone: 503-846-7877
 Applicant Address: See narrative Email: See narrative
 Owner: N/A Phone: N/A
 Owner Address: N/A Email: N/A
 Contact for Additional Information: Applicant's Rep: Stefanie Slyman, HHPR Inc. 503-221-1131

Property Information:

Street Location: Proposed street extends Adams Ave from northern terminus at Hwy 99W to the west
 Tax Lot and Map No: Tax Map 2S 01 29B: Tls 102, 103, 104, 105, 200
 Existing Structures/Use: Office, commercial, and light industrial uses
 Existing Plan/Zone Designation: GC, LI, Undesignated Concept Plan area recently brought into UGB
 Size of Property(ies) Per Tls above (in acres): 6.38, 1.54, 0.43, 1.37, 9.40

Proposed Action:

Purpose and Description of Proposed Action: Washington County proposes to amend the City of Sherwood's Transportation System Plan (TSP) to extend Adams Avenue from its existing terminus at Hwy 99W (near Home Depot) to the west side of Hwy 99W. The primary purpose is to develop access and street system improvements to address capacity and safety issues in the area.
 Proposed Use: New public street designated as a collector street
 Proposed No. of Phases (one year each): N/A

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.

Daniel J. Eganbach
Applicant's Signature

9-17-13
Date

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.

3 * copies of Application Form completely filled out and signed by the property owner (or person with authority to make decisions on the property).

N/A **Copy of Deed** to verify ownership, easements, etc.

N/A **At least 3 * folded** sets of plans

At least 3 * sets 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)

N/A **Signed checklist** verifying submittal includes specific materials necessary for the application process

* **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.

HWY 99W/ADAMS AVE TSP AMENDMENT

PROPOSAL OVERVIEW

Applicant:

Dan Erpenbach, Capital Project Management Division
Washington County Department of Land Use and Transportation
1400 SW Walnut Street
Hillsboro, OR 97123
503-846-7877 Daniel_erpenbach@co.washington.or.us

Applicant's Representative:

Stefanie Slyman, AICP
Harper Houf Peterson Righellis Inc.
205 SE Spokane St., #200
Portland, OR 97212
503-221-1131 stefanies@hhpr.com

Summary:

The applicant, Washington County, proposes to amend the City of Sherwood's Transportation System Plan to extend Adams Avenue from its existing terminus at Highway 99W (near Home Depot) to the west side of Highway 99W. The primary purpose of the street extension is to develop access and street system improvements to address capacity and safety issues in the area. As shown in **Figure 1**, the extension would be designated as a collector street. This amendment would modify Figure 8-1 (Functional Classification Map).

Review Type:

The proposed map amendment requires a Type V (Legislative) review before the Planning Commission and City Council. As required, a Neighborhood Meeting to present the proposal was held for which notice was provided to property owners within 1,000' of the proposed map amendment. Documentation of the meeting has been submitted with the application materials.

Background:

Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road, which includes roadway widening, access management, Intelligent Transportation Systems (ITS), and off-corridor circulation. The roadway widening and access management elements are being addressed as part of the MSTIP 3d Tualatin-Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over the next year as the County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing. The purpose of this TSP amendment is to address the off-corridor circulation element of the County's overall strategy for making safety and capacity improvements for Tualatin Sherwood Road.

RECEIVED

APPLICABLE DEVELOPMENT CODE CRITERIA

16.80.030 - Review Criteria

B. Map Amendment

An amendment to the City Zoning Map may be granted, provided that the proposal satisfies all applicable requirements of the adopted Sherwood Comprehensive Plan, the Transportation System Plan and this Code, and that:

1. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan and the Transportation System Plan.

RESPONSE: *As is demonstrated further in this application, the amendment is consistent with the applicable goals and policies of the Comprehensive Plan and the Transportation System Plan.*

3. The proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve all potential uses in the proposed zoning district.

RESPONSE: *The proposed map amendment will allow for the future development of a public transportation facility that will provide surrounding land uses with improved access and circulation. The area to be served is zoned Light Industrial – LI and General Commercial – GC, zoning districts that, when built out or redeveloped, will generate 5,000 trips. The proposed location supports the existing and future pattern of development in the area by consolidating access for multiple properties at an existing signalized intersection on Highway 99W. This alignment provides a continuation of Adams Avenue to the east, a designated collector, thereby supporting the pattern of development in the area.*

The amendment is timely in that Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road on the whole, of which the TSP amendment is one element. The County is pursuing access management on SW Roy Rogers Road which necessitates that alternate access is provided for properties in the NW corner of the intersection of Highway 99W and SW Roy Rogers Road. This TSP amendment will provide the map amendment needed for this future alternate access. Washington County is also presently designing improvements to Tualatin Sherwood Road to reduce congestion and improve safety in the area with construction to begin in 2014. As the scope of the City's current TSP update does not address new roadways; Washington County has made application to do so which is both timely and consistent with the pattern of development in the area. This criterion is met.

C. Transportation Planning Rule Consistency

1. Review of plan and text amendment applications for effect on transportation facilities. Proposals shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-12-0060 (the TPR). Review is required when a development application includes a proposed amendment to the Comprehensive Plan or changes to land use regulations.

RESPONSE: *The proposed TSP amendment is an amendment to the Comprehensive Plan subject to review to determine whether it significantly affects a transportation facility. The attached memorandum from DKS Associates, dated September 17, 2013, provides this review in accordance with OAR 660-12-0060. This criterion is met.*

2. "Significant" means that the transportation facility would change the functional classification of an existing or planned transportation facility, change the standards implementing a functional classification, allow types of land use, allow types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility, or would reduce the level of service of the facility below the minimum level identified on the Transportation System Plan.

RESPONSE: *As demonstrated in the attached memorandum from DKS Associates, dated September 17, 2013, the proposed TSP amendment will not result in a significant effect to a transportation facility. This review criterion is met.*

3. Per OAR 660-12-0060, Amendments to the Comprehensive Plan or changes to land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:
 - a. Limiting allowed uses to be consistent with the planned function of the transportation facility.
 - b. Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses.
 - c. Altering land use designations, densities or design requirements to reduce demand for automobile travel and meet travel needs through other modes.

RESPONSE: *The proposed TSP amendment does not result in a significant effect to a transportation facility; therefore, this criterion does not apply.*

APPLICABLE COMPREHENSIVE PLAN POLICIES

B. GOALS, POLICIES, AND STRATEGIES

Goal 1: Provide a supportive transportation network to the land use plan that provides opportunities for transportation choices and the use of alternative modes serving all neighborhoods and businesses.

Policy 1 – The City will ensure that public roads and streets are planned to provide safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities. Existing rights of way shall be classified and improved and new streets built based on the type, origin, destination and volume of current and future traffic.

RESPONSE: *The proposed roadway provides needed internal circulation for several large parcels zoned Light Industrial-LI and General Commercial-GC. Per the traffic memorandum, these parcels will generate up to 5,000 trips related to the movement of goods and services within these major land use activities.*

The proposed designation for this roadway is a collector, consistent with the purpose of collectors which is to "Provide both access and circulation within and between residential and commercial/industrial areas." (TSP Table 1. Functional Classification Definitions). Per the City's definition, these are "typically greater than 0.5 to 1.0 miles in length." At 0.25 miles in length, the proposed roadway is shorter than this typical length due to topographic and environmental constraints relative to the ravine immediately west of the proposed alignment. This shorter length is also proposed in response to neighborhood concerns about additional traffic to the residential areas to the west if the roadway was longer in length or a through-connection.

Although the proposed roadway is shorter than the typically-defined length in the City's collector definition, there are no standards to preclude a "stub" collector. Moreover, while stub collectors

are not currently found in the City of Sherwood, they are utilized by Washington County, in which there are existing stub collectors as well as ones mapped in the County TSP.

The justification for a collector designation is further due to its intersection with Hwy 99W, an ODOT facility, for which future access as a public roadway will be subject to ODOT approval for Grant of Access for a Public Approach. Per OAR 734-051-2020 (4)(e)(B) (i):

*"The department (ODOT) may determine that a benefit to the state highway system exists where the proposed connection is a public facility with a **functional classification of collector or higher** (emphasis added) and is identified in an adopted transportation system plan, consistent with OAR 660-012-0000 through 660-012-0070;"*

Although alternate documentation may be provided to prove a benefit to the state highway system, as a matter of practice ODOT requires that such access be designated as collectors at a minimum. The proposed public roadway designation as a collector is consistent with this provision.

Therefore, because the roadway 1) provides needed internal circulation that facilitates the safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities; 2) is substantially consistent with the City's collector street definition; and 3) is consistent with ODOT's minimum desired collector functional classification for access to Hwy 99W, this criterion is met.

Policy 2 – Through traffic shall be provided with routes that do not congest local streets and impact residential areas. Outside traffic destined for Sherwood business and industrial areas shall have convenient and efficient access to commercial and industrial areas without the need to use residential streets.

RESPONSE: *The proposed roadway terminates approximately 0.25 miles from its intersection with Hwy 99W and does not create through traffic. It is contained wholly within commercial and light industrial zoned properties and does not impact residential areas. The roadway will provide outside traffic with direct access to these commercial and industrial areas without the need to use intervening residential streets. This criterion is met.*

Policy 3 – Local traffic routes within Sherwood shall be planned to provide convenient circulation between home, school, work, recreation and shopping. Convenient access to major out-of-town routes shall be provided from all areas of the city.

RESPONSE: *The proposed roadway provides access for multiple properties at a signalized intersection that connects to the larger transportation system that provides circulation between home, school, work, recreation, and shopping. This new roadway also provides direct access to Hwy 99W, a major arterial that connects to out-of-town destinations. This criterion is met.*

Policy 6 – The City shall work to ensure the transportation system is developed in a manner consistent with state and federal standards for the protection of air, land and water quality, including the State Implementation Plan for complying with the Clean Air Act and the Clean Water Act.

RESPONSE: *The proposed map amendment does not preclude future compliance with these standards which are implemented by Clean Water Services (water quality) and the Oregon Department of Environmental Quality (air quality). This review criterion is met.*

Policy 8 – The City of Sherwood shall consider infrastructure improvements with the least impact to the environment.

RESPONSE: *The proposed roadway is located within the urban growth boundary and avoids known environmental resources including wetlands (Figure 2) and riparian habitat (Figure 3) and areas designated as Refuge Sanctuary within the Tualatin River National Wildlife Refuge (Figure 4). This review criterion is met.*

Goal 2: Develop a transportation system that is consistent with the City's adopted comprehensive land use plan and with the adopted plans of state, local, and regional jurisdictions.

Policy 1 – The City shall implement the transportation plan based on the functional classification of streets shown in Table 8-1.

RESPONSE: *The designation for the proposed roadway is a collector street which is one of the City's functional classifications implemented by the TSP. This criterion is met.*

Policy 2 – The City shall maintain a transportation plan map that shows the functional classification of all streets within the Sherwood urban growth area. Changes to the functional classification of streets must be approved through an amendment to the Sherwood Comprehensive Plan, Part 2, Chapter 6 - Transportation Element.

RESPONSE: *The proposed roadway will amend the City's Transportation System Plan which is part of the Sherwood Comprehensive Plan, Part 2, Chapter 6 - Transportation Element. This criterion is met.*

Policy 3 – The Sherwood transportation system plan shall be consistent with the city's adopted land use plan and with transportation plans and policies of other local jurisdictions, especially Washington County, Clackamas County, City of Wilsonville, and the City of Tualatin.

RESPONSE: *As demonstrated in the responses to the applicable TSP policies, the proposed amendment is consistent with the adopted TSP. The adopted TSP has been found to be consistent with the city's adopted land use plan and transportation plans and policies of other local jurisdictions. Therefore, because the proposal is consistent with the adopted TSP, this criterion is met.*

Policy 5 – The City shall adopt a street classification system that is compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan (Ordinance 588).

RESPONSE: *The proposed functional classification for the new public roadway is a collector street which is one of the City's functional classifications in its adopted TSP that has been deemed to be compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan. This criterion is met.*

Goal 3: Establish a clear and objective set of transportation design and development regulations that addresses all elements of the city transportation system and that promote access to and utilization of a multi-modal transportation system.

Policy 7 – The City of Sherwood will generally favor granting property access from the street with the lowest functional classification, including alleys. Additional access to arterials and collectors for single family units shall be prohibited and use access from frontage roads and local streets. Frontage roads shall be designed as local streets.

RESPONSE: *The proposed roadway will allow for access onto a collector street instead of an arterial (Tualatin Sherwood Road) or a state highway (Hwy 99W) thereby providing access onto*

a public street with a lower functional classification than surrounding transportation facilities. Property-specific access to the roadway will be regulated by the City at a future design phase or a land use action and is not applicable to the proposed TSP amendment. This criterion is met.

Policy 8: The City will adopt access control and spacing standards for all arterial and collector streets to improve safety and promote efficient through street movement. Access control measures shall be generally consistent with Washington County access guidelines to ensure consistency on city and county roads.

RESPONSE: *The proposed roadway will align with an existing signalized access at Hwy 99W. This TSP amendment does not propose to change the City's adopted standards for access control or spacing for arterials or collectors. This criterion is met.*

APPLICABLE STATEWIDE PLANNING GOALS

GOAL 1 (Citizen Involvement)

RESPONSE: *The applicant, Washington County provided notification for and conducted a neighborhood meeting in compliance with the public notification requirements for a Type V land use application. Further public notice is to be provided by the City of Sherwood which includes opportunities for written and oral testimony at public hearings before the Planning Commission and City Council. This criterion is met.*

GOAL 2 (Land Use Planning)

RESPONSE: *The applicant, Washington County, has addressed all applicable land use approval criteria for a TSP map amendment. The application will be reviewed by the City of Sherwood in accordance with the approval process for a Type V (Legislative) land use application. This criterion is met.*

GOAL 12 (Transportation)

RESPONSE: *Goal 12 is implemented through the Transportation Planning Rule ("TPR"). As demonstrated in the previous responses for Transportation Planning Rule Consistency under 16.80.030 - Review Criteria, the proposal is consistent with the TPR. Therefore, the proposal is consistent with Goal 12. This criterion is met.*

PROPOSED SHERWOOD TSP AMENDMENT
HWY 99W/ADAMS AVE EXTENSION
FIGURE 1



LEGEND

- PROPOSED COLLECTOR ROADWAY
- PROPOSED LOCAL ROADWAY

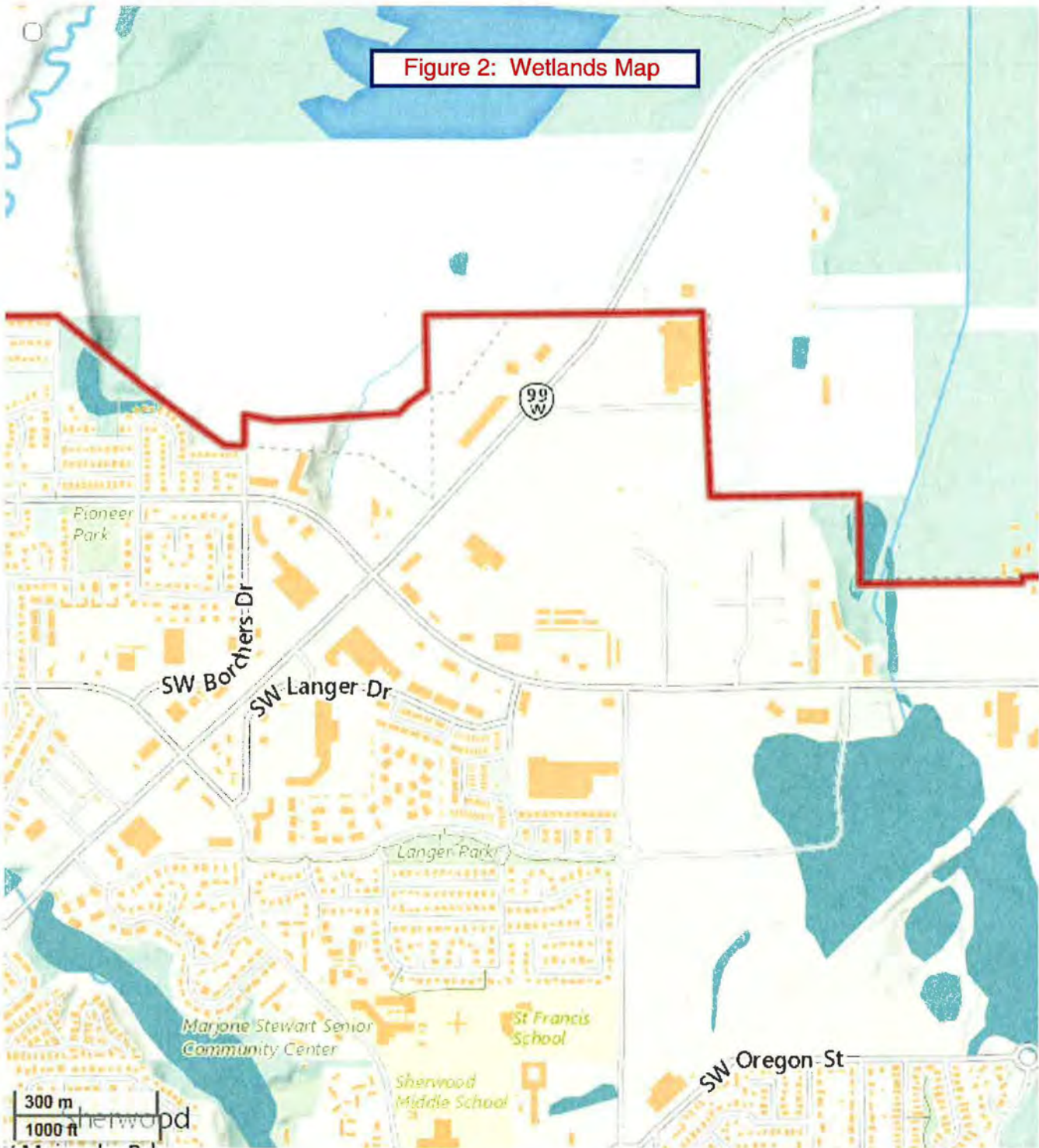


Figure 2: Wetlands Map



Data Resource Center
 600 NE Grand Ave, Portland, OR 97232
 503.797.1742 – drc@oregonmetro.gov

This Web site is offered as a public service, integrating various government records into a region-wide mapping system. The property assessment records are a multi-county integration of Clackamas, Multnomah and Washington County records. MetroMap blends each county's records into a common database on a quarterly basis. Therefore, to view each county's official records, go to their respective web sites or offices. The other MetroMap data are derived from city, county, state, federal and Metro sources. The metadata (data about the data) are included on this site, including the sources to be consulted for verification of the information contained herein. It describes some cases where Metro blends city and county records by generalizing the disparities. Metro assumes no legal responsibility for the compilation of multi-source government information displayed by Metro Map.

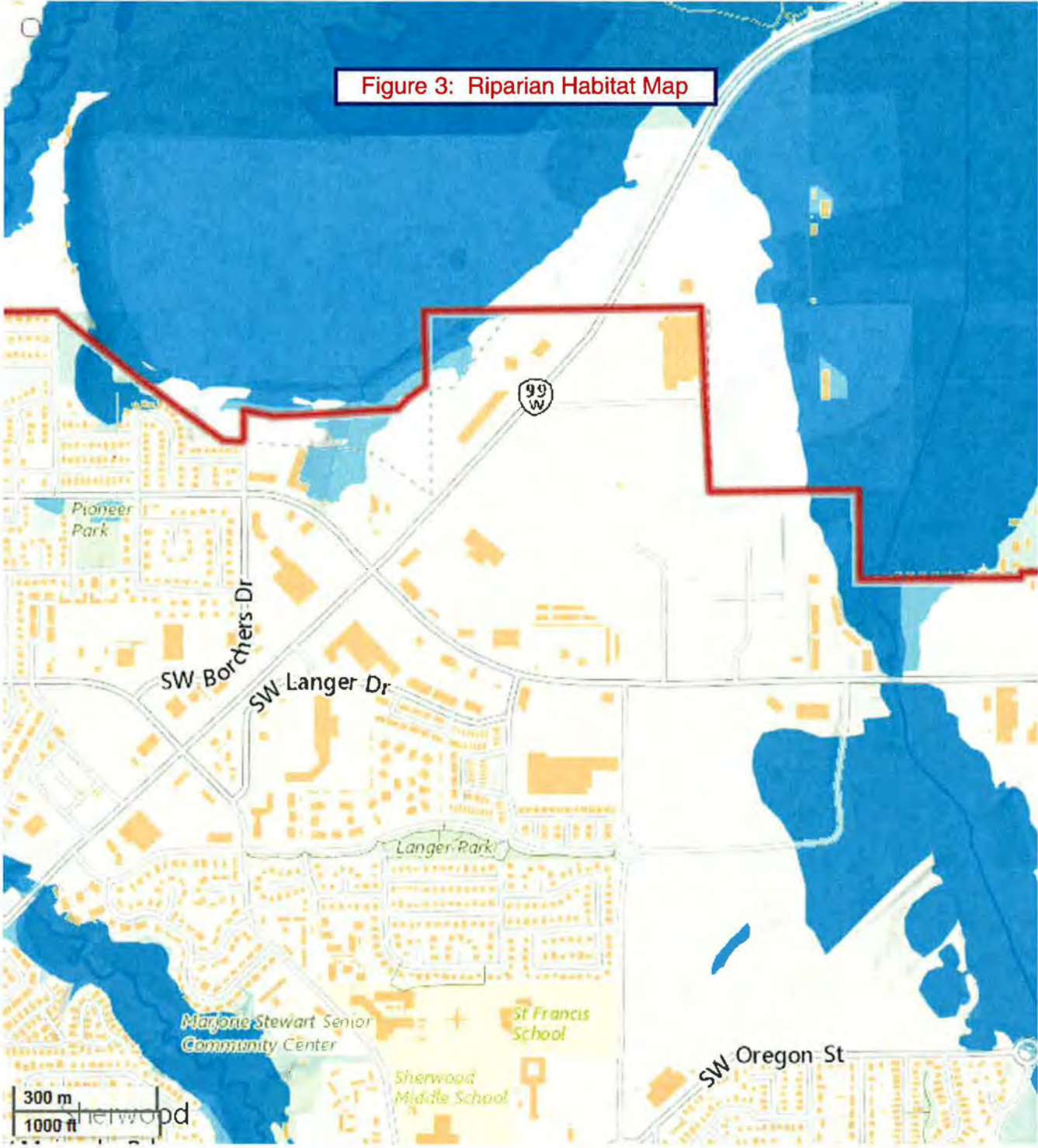


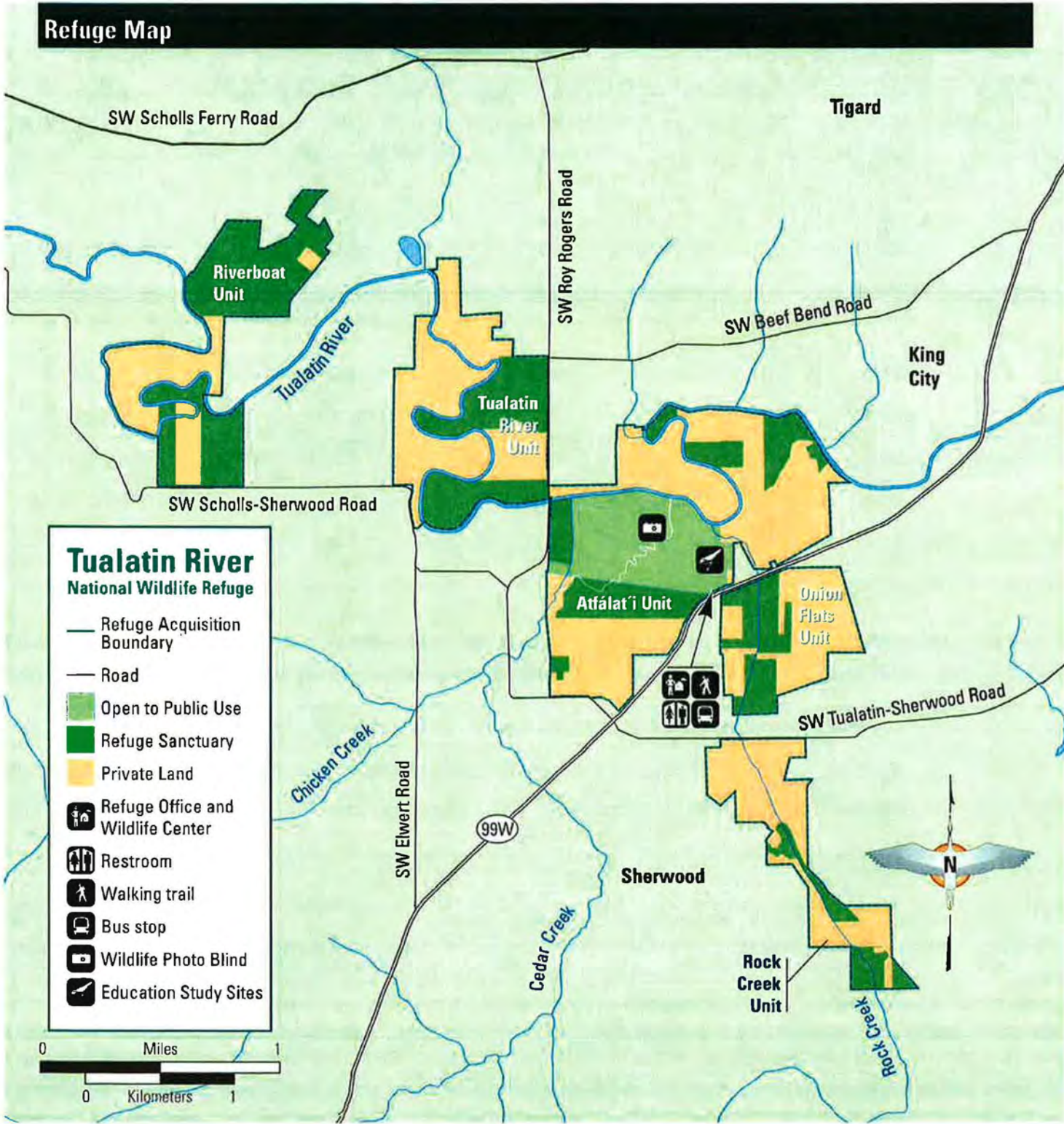
Figure 3: Riparian Habitat Map



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Figure 4: Tualatin River National Wildlife Refuge





720 SW Washington St.
Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

MEMORANDUM

DATE: September 17, 2013

TO: Ben Austin, HHPR

FROM: Peter Coffey, PE

SUBJECT: **Sherwood TSP Amendment (Highway 99W/Adams Avenue) – TPR Findings** P#12038-001

This memorandum summarizes findings to support a proposed amendment to the Sherwood Transportation System Plan (TSP)¹ related to future roadway connections in Sherwood. The amendment would include the proposed extension of Adams Avenue from its existing terminus at Highway 99W (near Home Depot) to the west side of Highway 99W. The primary purpose of the street extension is to develop access and street system improvements to address capacity and safety issues in the area.

As part of Sherwood's Comprehensive Plan, amendments to the TSP require that OAR 660-012-0060, the Transportation Planning Rule (TPR), is addressed to ensure that the amendment does not further degrade the transportation system. The following sections summarize the relevant sections of the TSP and findings for the proposed amendment. Based on the Sherwood TSP, a future collector public street connection to the west side of Highway 99W at Adams Avenue would not have a significant impact on the transportation system and would meet TPR requirements.

BACKGROUND AND CONTEXT

The following section provides background and context for several planning elements: current planning projects, Sherwood's TSP, and relevant past planning studies.

Current Planning Projects

Washington County has been planning for future corridor improvements to Tualatin-Sherwood Road. Through this planning process, the County is addressing safety and capacity issues on Tualatin-Sherwood Road through the City of Sherwood area. The approach to addressing these issues includes four primary elements:

1. Access Management
2. Roadway Widening
3. Intelligent Transportation Systems (ITS)
4. Off-Corridor Circulation

The roadway widening element is being addressed as part of the MSTIP 3d Tualatin-Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over the next year as the

¹ City of Sherwood Transportation System Plan, adopted through Ordinance 2005-006, March 2005.

RECEIVED

SEP 20 2013

BY PA 13-03
PLANNING DEPT 52



County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing. The proposed Baler extension will address the off-corridor circulation element. This TSP amendment addresses the access management element.

Sherwood TSP

Sherwood's TSP was adopted in March 2005.² The TSP provides a framework for a transportation system that guides future growth in Sherwood, including functional class and mapping of existing and planned future roads. The TSP has a planning horizon of year 2020 and is currently being updated to address Metro compliance requirements and include a horizon year of 2035. The proposed amendment to the TSP would include updating Figure 8-1: Functional Classification.

Previous Planning Studies

Several significant planning studies in and around Sherwood have been completed since the TSP was adopted in 2005. These studies include both concept planning for new growth areas (Brookman, Tonquin Employment, Adams, etc.) as well as planning for future transportation corridors (Adams Avenue, 124th Avenue, 99W/I-5 Connector, etc.). One particular study that is directly relevant for this proposed TSP amendment is the Adams Avenue North Concept Plan³.

The Adams Avenue North Concept Plan provided a concept for future land use types and the transportation system for the area generally bounded by Highway 99W to the west, Tualatin-Sherwood Road to the south, and Adams Avenue to the east and north. The plan included a street network (Figure 1) with Adams Avenue (designated a collector roadway) connecting Tualatin-Sherwood Road to Highway 99W (near Home Depot).

The proposed amendment to the Sherwood TSP is consistent and compatible with the Adams Avenue North Concept Plan that was completed since the Sherwood TSP. Specifically, the proposed element of an extension of a collector roadway (Adams Avenue) across Highway 99W is consistent with the road network included in the Adams Avenue North Concept Plan.

² City of Sherwood, Oregon, Ordinance 2005-006, March 15, 2005.

³ Adams Avenue North Concept Plan, August 2009.



Figure 1 – Adams Avenue North Concept Plan and Roadway Network

METHODOLOGY

In order to protect the future function of Roy Rogers Road as an arterial facility, the County is seeking to clarify future site access and roadway network in Sherwood. Specifically, the County desires to clarify how properties in the northern quadrant of the Highway 99W/Tualatin-Sherwood Road intersection (west of Highway 99W and north of Roy Rogers Road) achieve access. Access to some properties is currently provided directly to Roy Rogers Road. Providing future access to other streets in place of Roy Rogers Road would help maintain the intended function of arterial mobility. Access to properties in this area, primarily to the north and west, is somewhat constrained by topography (a ravine) and the Tualatin River National Wildlife Refuge. Potential future access to this area could be provided via a public street connection that extends from Adams Avenue west of Highway 99W. The future street extension is located in a uniquely constrained area and will likely require



Sherwood TSP Amendment (Highway 99W/Adams Avenue)—TPR Findings

September 17, 2013

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collector designation in order to satisfy ODOT's Grant of Access requirements⁴. Designating the roadway as a collector would provide needed transportation infrastructure to serve these properties.

Among other components, the TSP includes plans for future public street network and system connectivity. The future public roadway connections are mapped in Figure 8-1 (Functional Class) and Figure 8-7 (Local Street Connectivity). The functional class map shows planned public roadway connections designated as neighborhood or higher (also includes collector, arterial, and principal arterial facilities). In some cases, future local streets are designated on the map, though the inclusion is not comprehensive and is limited to three locations that show potential alignments. In general, future local road connections are typically limited to Figure 8-7 Local Street Connectivity. The Sherwood TSP currently includes local street connectivity arrows in the vicinity of the proposed amendment. The proposed amendment seeks to further clarify access within this area and address the location of an access point to the existing Sherwood street network.

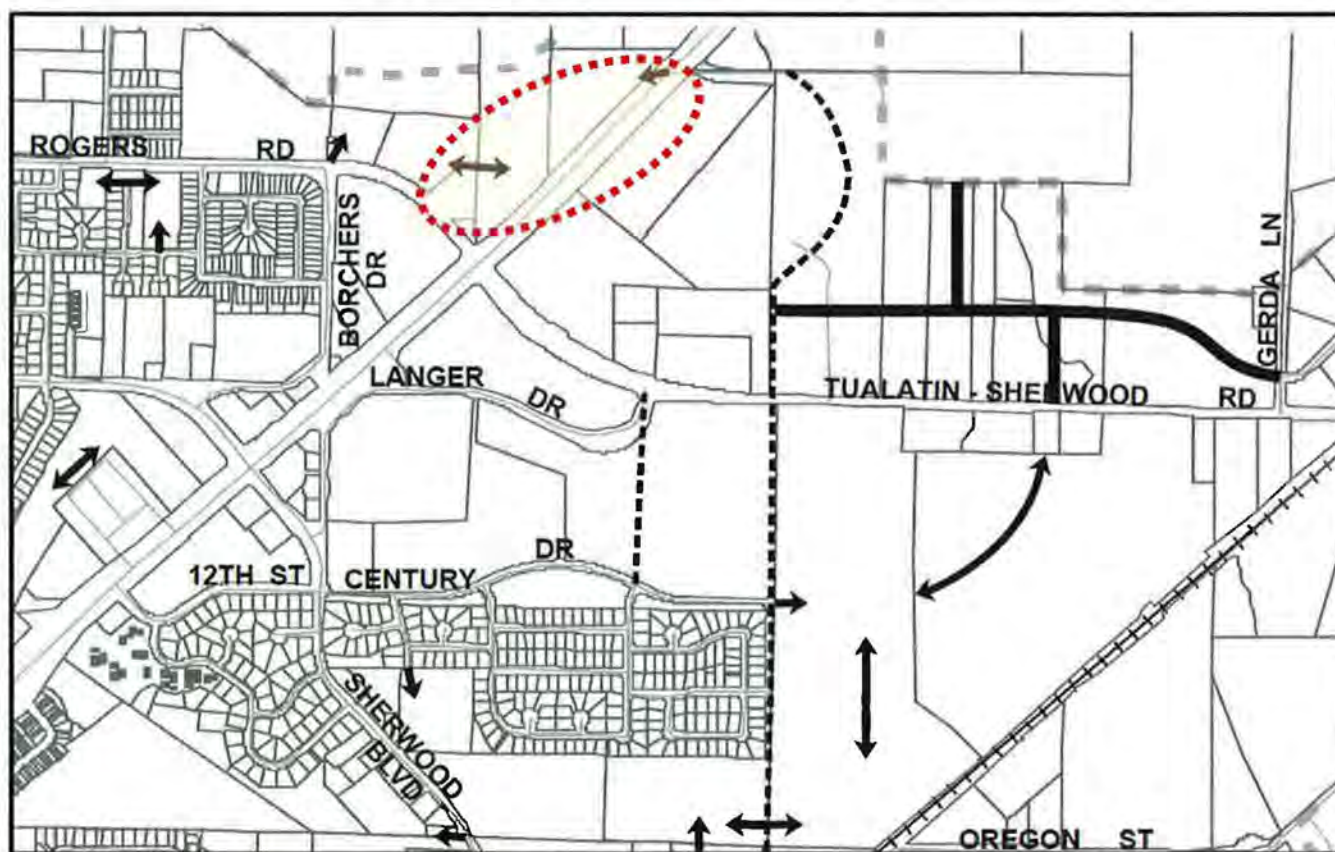


Figure 2: Local Street Connectivity Map Excerpt (Highlight Added)

The local street connectivity map indicates a future local road connection (designated with an arrow) at Highway 99W as a western extension to Adams Avenue, as shown in Figure 2. Washington County has proposed a future collector roadway at this location which is an extension of Adams Avenue from its existing terminus at Highway 99W to the west side of Highway 99W as shown in Figure 3. This future connection would allow properties

⁴ Oregon Administrative Rule (OAR) 734-051-2020 (4)(e)(B)(i), Amended May 2012.



Sherwood TSP Amendment (Highway 99W/Adams Avenue)—TPR Findings

September 17, 2013

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located in the northern quadrant of the Highway 99W/Tualatin-Sherwood Road intersection access to a new public road. While the actual alignment of this roadway is not yet planned, the general alignment indicates that properties located east of the ravine are planned to have public street access to an internal road connecting to the Highway 99W/Adams Avenue intersection.



Figure 3: Functional Class Map Excerpt – Washington County Proposed Amendment and Map Revision

TPR FINDINGS

As shown in Figure 3, extension of a public street from Adams Avenue at Highway 99W to the west to serve properties north of Highway 99W/Tualatin-Sherwood Road is consistent with the Sherwood TSP. As described above, due to physical constraints in this location, a through street connection is not part of this application. If the public street is a “stub street” and provides access to adjacent properties without connecting to other public streets (other than Highway 99W at Adams Avenue), then the future public street would not change traffic circulation or increase trips on other public roads and is consistent with conditions as planned in the Sherwood TSP.



Sherwood TSP Amendment (Highway 99W/Adams Avenue)—TPR Findings

September 17, 2013

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Prior analysis⁵ was conducted to determine the potential impacts of land development in the area of the proposed extension. Through trip generation development, it was anticipated that approximately 500 PM peak hour trips will use the western leg of Adams Avenue at Highway 99W. As listed in Table 1, the functional classification of the roadway would not change the level of traffic carried by the future public street.

Table 1: Approximate PM Peak Hour Traffic Volume (Two-Way) On Western Leg of Highway 99W/Adams Avenue Intersection

	As Previously Reported*	As Local Street	As Collector Street	Change with TSP Amendment (Collector Street)
PM Peak Hour Traffic	500	500	500	0
Average Daily Traffic (ADT)**	5,000	5,000	5,000	0

Note: * Prior documentation (*Technical Memorandum: Sherwood Adams Avenue North Improvements: Sensitivity Analysis*, prepared by DKS Associates, October 1, 2009; attached.) notes potential growth of 400 additional PM peak hour trips from 10.2 vacant acres zoned General Commercial and Light Industrial. Existing counts indicate approximately 100 PM peak hour vehicles use the western leg of the Highway 99W/Adams Avenue intersection.

**ADT approximated to be 10*PM peak hour traffic; or 5,000 daily vehicle trips.

By not changing circulation or increasing traffic on other public roads, the proposed collector would not impact the transportation system beyond conditions planned in the City’s TSP. Therefore, modification to Sherwood TSP Figure 8-1 Functional Class to clarify the public street extension would meet OAR 660-012-0060 and would not impact the transportation system.

Attachments: *Technical Memorandum: Sherwood Adams Avenue North Improvements: Sensitivity Analysis*, prepared by DKS Associates, October 1, 2009

⁵ *Technical Memorandum: Sherwood Adams Avenue North Improvements: Sensitivity Analysis*, prepared by DKS Associates, October 1, 2009. This memorandum documents 10.2 acres of land that is vacant and zoned general commercial and light industrial. The 10.2 acres is estimated to generate approximately 400 new PM peak hour vehicle trips to be added to the existing 100 PM peak hour vehicle trips.

TECHNICAL MEMORANDUM

TO: Ben Austin, P.E., Harper Houf Peterson Righellis

FROM: Chris Maciejewski, P.E.
France Campbell, P.E.

DATE: October 1, 2009

SUBJECT: **Sherwood Adams Avenue North Improvements:
Sensitivity Analysis**

P08232-000

This memorandum presents the results of the sensitivity analysis to determine the potential impacts of land development west of Highway 99W. Land use assumptions, trip generation, intersection operations, and potential improvements needed at the Highway 99W/Adams Avenue intersection are described to inform the City of the ultimate intersection design needs.

Land Use

The land west of Highway 99W near the intersection of Highway 99W/Adams Avenue intersection was assumed to develop under the City's current zoning. As shown in Figure 1, the potential development area is bound by Highway 99W, Tualatin-Sherwood Road, the Urban Growth Boundary (UGB) to the north, and wetlands/rural land to the west. No development was assumed in BPA/PGE transmission easement area shown in Figure 1.

Figure 1: Potential Development Area



The potential developable area (approximately 10 acres) is zoned as General Commercial and Light Industrial. Based on permitted uses in those zones, potential development was estimated as listed in Table 1.

Table 1: Land Use Assumption for Potential Developable Area

Area	Zoning	Land Use (ITE Code)	Acres	Total KSF	Dev KSF
A	LI	Light Industrial (710)	2.3	100.2	25.0
B	GC	General Commercial (820,934)	4.3	187.3	46.9
C	LI	Light Industrial (710)	3.6	156.8	39.2
Total			10.2	444.3	111.1

Trip Generation

Trip generation was estimated based on rates provided by the Institute of Transportation Engineers¹ (ITE) for similar land use types (e.g. light industrial, restaurants, retail uses, and office uses). The potential development area is estimated to generate 273 total new PM peak hour trips (105 trips in, 168 trips out). The total new trips account for the estimated pass-by trips². The total number of new trips was used to verify that the City's 43 trips per net developable acre CAP³ was not exceeded in any of the potential development areas shown in Figure 1. Any locations exceeding the City's trip CAP were scaled down to conformance. The total trip generation for the area west of Highway 99W is shown in Table 2.

Table 2: Trip Generation Summary

Area	Land Use (ITE Code)	PM Peak Hour Trips		
		In	Out	Total
A	Light Industrial (710)	6	31	37
B*	General Commercial (820, 934)	153	152	305
C	Light Industrial (710)	10	48	58
Pass-by Trips		64	63	127
Total New Trips		105	168	273

* Area developed was limited by City's 43 trips per acre CAP

¹ *Trip Generation Manual, 8th Edition*, Institute of Transportation Engineers, 2008.

² *Trip Generation Handbook, 2nd Edition*, Institute of Transportation Engineers, 2004.

³ City of Sherwood Municipal Code Chapter 16.108.070 (CAP), Section D4.

Operations Analysis

The total new trips generated by the potential development areas were assumed to have access to the transportation network via the west leg of the Highway 99W/Adams Avenue intersection, a connection to the existing right-in/right-out along the west side of Highway 99W south of Adams Avenue, and via a new right-in/right-out along the north side of Tualatin-Sherwood Road west of Highway 99W. The new trips were assigned using the 2030 travel demand model used for the Adams Avenue North Preferred Concept Plan.

As listed in Table 3, with the development of the potential development area, the Highway 99W/Adams Avenue intersection would fail to meet the ODOT mobility standard (v/c ratio of 0.99⁴). To meet ODOT mobility standards at the Highway 99W/Adams Avenue intersection with the potential development, the following mitigations would be needed:

- Construct a eastbound left turn lane, restripe existing shared through-left lane to a through only lane
- Construct a westbound left turn lane, restripe existing shared through-left lane to a through only lane

As shown in Table 3, with the recommended improvements, the Highway 99W/Adams Avenue intersection will meet ODOT mobility standards with a v/c ratio of 0.99.

Table 3: Future Year 2030 Intersection Performance (PM Peak Hour)

Scenario	Agency	Standard	LOS	v/c Ratio
<i>Highway 99W/Adams Avenue Intersection</i>				
With Potential Development	ODOT	v/c ≤ 0.99	D	1.07
With Potential Development – Mitigated	ODOT	v/c ≤ 0.99	D	0.98

LOS = Level of Service
V/C = Volume-to-Capacity Ratio

Summary

The results of this sensitivity analysis indicate that additional improvements will be required to serve potential growth west of Highway 99W. The findings are not based on a detailed Traffic Impact Study for the site, but are appropriate for the City to plan for future improvements. To protect the feasibility of implementing these improvements in the future, it is recommended that right-of-way dedication and/or building setbacks be pursued with the Adams Avenue North project.

⁴ 1999 Oregon Highway Plan, Amendment to Table 7, December 13, 2000.




Affidavit of Mailing

DATE: August 6, 2013

STATE OF OREGON)
)
Washington County)

I, Kimi Haughn, representative for the Sherwood TSP Amendments 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 6/27/13, 7/2/13 & 7/8/13


Representatives Name: Kimi Haughn
Name of the Organization: Washington County



**July 17, 2013 Neighborhood Meeting Summary
for Proposed Amendments to City of Sherwood Transportation System Plan**

Applicant:	Dan Erpenbach, Washington County Department of Land Use and Transportation
Project Team:	Ben Austin, Harper Houf Peterson Righellis Inc. Stefanie Slyman, Harper Houf Peterson Righellis Inc. Peter Coffey, DKS Associates
Meeting Time and Date:	5:30PM – 7:30PM; July 17, 2013
Meeting Location:	Sherwood Police Department, Community Room 20495 SW Borchers Dr., Sherwood, OR
Noticing:	<p>The Washington County Department of Land Use and Development provided required noticing for the neighborhood meeting with a postcard that included meeting information, type of land use action proposed, and proposed road locations. See Figure 1 for noticing information included in the postcard mailer.</p> <p>Notice was sent via U.S Mail to property owners within 1,000' radius of the proposed TSP amendment alignments postmarked June 27 and July 8. An additional courtesy bulk mailing to the postal carrier routes in these areas was postmarked on July 2.</p> <p>E-mail notification was also given as a courtesy to parties who had previously expressed interest in the separate Tualatin Sherwood Road widening project.</p>
Meeting Participants:	72 people signed into the meeting as documented in the attached sign-in sheets. See attached Meeting Sign In Sheets .

SUMMARY OF PRESENTATION AND COMMENTS RECEIVED

5:30 Welcome

Stefanie Slyman of Harper Houf Peterson Righellis Inc. welcomed meeting participants, introduced the project team, reviewed the meeting purpose and agenda, and asked participants for questions or concerns about the purpose of the meeting or its format. No questions or issues were raised.

5:40 TSP Plan Amendment Process

Stefanie Slyman described the Type V (Legislative) land use process associated with the proposed amendments to the City of Sherwood's Transportation System Plan (TSP). She explained that the extent of the request is at the planning level and is limited to the general location and functional classification of the two proposed roads. The City's current TSP Figure 8-1 was shown to indicate a map would be amended by the proposal and the level of detail entailed. She further explained that the TSP amendment does not address specific alignments or design nor does it identify impacts, cost, funding, or timing. She also described the City's decision-making process for the TSP amendment, to include public hearings before the Planning Commission and City Council, with the decision to be made by the Council. She noted that future notification regarding the application would be made by the City per the requirements for Type V Legislative reviews, not by the County.

5:45 Tualatin Sherwood Road Big Picture

Dan Erpenbach of Washington County discussed why the County is proposing to amend the City's TSP to add two new roadways. One roadway would begin at Highway 99W, north of Roy Rogers Road, and continue west; the other would begin at Tualatin-Sherwood Road and create an extension of Baler Way to the north. Roy Rogers Road and Tualatin-Sherwood Road are under county jurisdiction. Both roads suffer from heavy traffic congestion creating operational and safety issues. The County is implementing four strategies to relieve congestion, improve operations, and improve safety; the strategies include:

1. Widening of Tualatin-Sherwood and Roy Rogers Roads
2. Implementing an Intelligent Traffic System (ITS) from I-5 to Borchers
3. Managing Accesses along Tualatin-Sherwood and Roy Rogers Roads
4. Creating Off-Corridor Circulation

The first strategy, widening Tualatin-Sherwood and Roy Rogers Roads, will be implemented with the completion of the current road widening project. The first phase of the ITS strategy, from I-5 to Teton, has been implemented and the second phase, from Teton to Borchers, will be constructed during the road widening project and implemented at the completion of the widening project.

The proposed TSP amendments address the third and fourth strategies. Washington County recognizes there are properties within the Roy Rogers / Tualatin-Sherwood corridor that can be developed. The county would like to be ahead of the developments and have an adopted TSP in place that address

where accesses should be located. Having an access and circulation plan in place ahead of development will keep from having to react to traffic created after development.

The 99W TSP amendment proposal addresses access and circulation for the properties northwest of the Roy Rogers / 99W intersection. Requiring access off of 99W, at the existing signal, may allow the access off of Roy Rogers to be closed (the Roy Rogers access does not meet access spacing standards). Local business access and circulation can be performed once within the development(s) instead of using the 99W and Roy Rogers corridors.

The Baler extension TSP amendment proposal addresses access and circulation for the properties north of the existing Baler / Tualatin-Sherwood signal. The proposed amendment is consistent with the City's adopted Adams Avenue concept plan. Local business access and circulation can be performed coming off of the proposed road eliminating the potential for multiple accesses off of Tualatin-Sherwood Road.

The proposed TSP amendments will allow some relief to the congestion along the Tualatin-Sherwood / Roy Rogers corridor by allowing better management of accesses and aid in the planning of off-corridor circulation.

6:00 Presentation of Proposed Roadways

Ben Austin of Harper Houf Peterson Righellis Inc. presented an updated map to indicate the extent of the roadways proposed by the County to amend the City's TSP. As shown in the attached **Figure 2**, the yellow dashed lines indicate the approximate length and location of the roads to be proposed. The gray dashed lines indicate where future connectivity could be achieved. The yellow and gray dashed lines together are consistent with the length and location of the roadways as provided in the notice mailed to property owners within 1,000' of the proposed alignments.

At the meeting, the County noted that the gray dashed lines shown on the Hwy 99W connection will not be proposed by the County as part of the current TSP amendment. The gray dashed lines shown on the Baler Extension are still under consideration for the amendment pending further consultation with the City and findings of a traffic study.

Peter Coffey of DKS Associates noted that the County intends to propose these roads as Collectors; however, this is to be confirmed by the traffic study which will identify the appropriate functional classification and identify benefits of the roadways to Tualatin Sherwood Road.

6:15 Q&A

Stefanie Slyman facilitated the session in a format that allowed all participants who wished to speak the opportunity to ask questions or provide feedback. Questions and comments were first solicited regarding the Highway 99W alignment, followed by a brief break, and then comments were further solicited regarding the Baler extension. All participants were additionally given the opportunity to submit written comments at the meeting on a form provided by the County.

Following is a summary of the **key questions and concerns** raised by participants during the facilitated question and answer period and as summarized from comments provided in writing. Complete written comments, including those submitted electronically, resulting from the neighborhood meeting are included in **Meeting Comment Forms**.

99W Connection Comments

- A connection from Hwy 99W through to SW Borchers Road will create access, congestion and safety problems at the intersection of SW Borchers and SW Roy Rogers Road. This is the only ingress and egress for neighborhoods in the northwest corner of the Hwy 99W and Tualatin Sherwood Road (i.e. Heron Ridge, Conzelmann Farm Estates, and Hunters Ridge Condominiums).
- Diverting traffic from Hwy 99W to Borchers will have negative impacts to neighborhoods such as increased traffic and noise and decreased safety, livability, and property values.
- Hwy 99W to Borchers connection (full connection) will have negative impacts to the Tualatin River National Wildlife Refuge to the north such as increased impervious surface area that may contribute to flooding, pollutants, and light pollution impacting the refuge. A short dead end road to the properties located away from the slope leading to the floodplain would be preferred per Fish and Wildlife Service comment.
- The connection through to Borchers would cross a site that is desired for potential park use. There is a lack of park facilities for these neighborhoods on the north side of SW Roy Rogers Road.
- Topography in this area would require crossing a ravine that would entail an expensive bridge.
- Traffic on SW Roy Rogers Road is a major problem for residents that the proposed 99W road connection would not help.
- Need to look at transportation facilities and solutions beyond the immediate project area.
- In response to the County's position that it will not pursue a connection from Hwy 99W through to Borchers with the proposed TSP Amendment, questions were asked regarding how a future alignment could be approved. The project team responded that any future map amendment would require another neighborhood meeting followed by a formal land use approval process by the City.

Baler Extension Comments

- The extension of Baler is too close in and should be located farther outside of this area.

- Vehicles approaching 99W from the east on Tualatin Sherwood Road already use Cipole Road as an alternate route. Better access at Cipole Road by the DMV should be created to relieve congestion.
- In response to the question whether bike and pedestrian connectivity would be included, the project team noted these facilities are included in the designation of the street types.
- Regarding the timing of actual construction of the Baler Extension, this could happen at any time depending on factors such as redevelopment or the widening of Tualatin Sherwood Road.
- The project team reiterated that a summary of the neighborhood meeting would be submitted as part of the land use application to the City and that otherwise meeting minutes would not be distributed.

7:30 Meeting Adjourned

Washington County staff and the project team remained in the meeting room to answer questions on an individual basis until approximately 8:00PM.

Figure 1

Postcard Mailer sent to Properties within 1000' of Proposed Road Locations



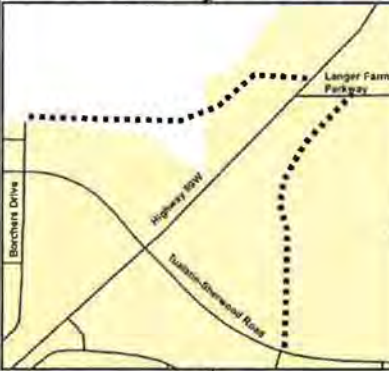
<h2>Washington County Neighborhood Meeting</h2> <h3>Transportation System Plan Amendment (Sherwood)</h3> 		
<p>You're invited to attend a NEIGHBORHOOD MEETING Wednesday, July 17, 2013 5:30 p.m. (Formal Presentation) Hosted at: Sherwood Police Department 20495 SW Borchers Drive, Sherwood</p> 	<p>Washington County invites you to attend a neighborhood meeting to learn about the proposal of two new future roads located in the northeast Sherwood area. Both proposed roads, located north of Tualatin-Sherwood Road, will address capacity and connectivity needs.</p> <p>Staff from Washington County and design consultant, Harper Houf Peterson and Righellis, will give a presentation at 5:30 p.m. to go over the proposal. The public will then be given an opportunity to provide comments to staff.</p> <p>Following this neighborhood meeting, Washington County plans to submit a comprehensive plan amendment application to the City of Sherwood. This amendment will identify and add these roads on the City's Transportation System Plan (TSP).</p>	<p>Proposed Road Locations</p>  <p>Contact information: Daniel Erpenbach Project Manager (503) 846-7877 daniel_erpenbach@co.washington.or.us</p>
<p>Assistive Listening and Other Services Assistive Listening Devices, interpreters, and/or sign language can be arranged. Please notify the county if you require these services by calling (503) 846-7800 (voice) or (503) 846-4598 (TTY - Text Telephone unit).</p>		

Figure 2

TSP Amendment Road Locations Presented at Neighborhood Meeting



NEIGHBORHOOD MEETING SIGN IN SHEET

Proposed Project: Sherwood TSP Amendments

Proposed Project Location: Hwy 99W and Baker Extension

Project Contact: Dan Erpenbach, Washington County

Meeting Location: Sherwood Police Department

Meeting Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Kathryn Anderson Schach	20935 SW Kean Rd Albina Oregon 97006	kath1022@sw.com		<input checked="" type="checkbox"/>		
CHERYL HART	20510 SW ROY ROGERS	oregonchart@comcast.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
JOHN CARSWELL	20510 SW ROY ROGERS	john@swell-hunters-ride.com		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
S. VIBS	20512 SW R. ROGERS		<input checked="" type="checkbox"/>			
ROB BLAZEK	15762 SW 79TH TIGARD	rblazek@popcitygroup.com				<input checked="" type="checkbox"/>
Dane + Carmen Robins	20512 SW Roy Rogers	ROBINSDL@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Karyn Gharib	20508 SW Roy Rogers Rd	karyng64@hotmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Delores Fulmer	255 E Roy Jagsels	_____	<input checked="" type="checkbox"/>			
SCOTT PHELAN	22292 SW FISK TER	_____	<input checked="" type="checkbox"/>			
PETE SCHMIDT	19255 SW PACIFIC HWY SHERWOOD 97140	PETER_Schmidt@EWS.gov				Govt.
Liz Bacon	15897 SW Baker Way	nopehild@yahoo	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Walter Bell	20294 SW Lavender Pl	wbell5@comcast.net	<input checked="" type="checkbox"/>			
Barbara Johnson	20439 SW Lavender Pl	_____	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Joni Hammond	20763 SW Nettle Pl	jonimikeduck@hotmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Bob Lake	22915 SW Katka		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
BRIAN THOMAS	1501 SW Taylor, Suite 100 Portland, OR 97205	bthomasey@seinvestments.com		<input checked="" type="checkbox"/>		
Tina Silver	20605 SW Jonquod Terr	silvercam96@yahoo.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Scott Steckley	2800 E 9th St., Newberg	steckleys@callnet.net				Engl.
Philip G. Galt	6501 SW Meade Ave	Philip G. Galt, PE				Atty

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Barb Anderson	18007 SW Belton Rd Sherwood, OR 97140			X		
Arnold Conzelmann	11964 S. V. 175 th Ave Beaverton					
Anne Sweeney	20512 SW Roy Rogers Rd #221					
Alexis Gables	26508 SW Roy Rogers Rd #227			X		
Debra Gables	" " " " "			X		
MARK MUGA	16440 SW Lanier Dr				X	
Pat Nordstrom	17023 SW Lundy Way		X	X		
Walter Roofus	3224 N.E. Wasco Pt Dr			X		
Ryan Kliebert	20508 SW Roy Rogers Rd unit 228			X		
Dantine deRoover	20330 Sullwender Pl		X			
Don Lu	20512 SW Roy Rogers Rd #223		X			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
ERHARDT STEINBORN	PO Box 938 Sherwood	ef.steinborn@frontier.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
JIM MORSE	5930 SW JEAN RD. LD. 97035	JKM@PAC.LUMBER.COM		<input checked="" type="checkbox"/>		
Joel Stenning	20280 SW Lavender	joel.stenning@frontier.com		<input checked="" type="checkbox"/>		
Rene' Duricka	20378 SW Lavender Pl	parents@duricka.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Mike Leonard	20364 SW Lavender	—	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Kris Covert	20252 SW Lavender Terr Sherwood	Kris.covert@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Tobi Bodway	20497 SW Arnold Pl	tobibodway@yahoo.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Walter Stiles	20508 SW Ray Rogers Rd	shmrackk@comcast.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John Stiles	" " "	" "	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John M. Hummer	20512 SW Ray Rogers Rd #114	lin-hummer@comcast.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Nancy Taylor	17036 SW Lynley Way	nctaylor@aol.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
BOB GRANT	CITY OF SHERWOOD					<input checked="" type="checkbox"/>

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Rick Salters	ALBERTSONS #579	500579.dir@ALBERTSONS.COM			/	
Pam + Clarence Kunger	5555 SW Tual/Stroud Rd	pamcki.kunger@frontier.com				
Sharon Thompson	20508 SW Roy Rogers Rd	slyNN120@yahoo.com	/			
Jan Jenson	22466 SW Nottingham Ct					/
Travis Spreen	20488 SW Lavender Pl	tspreen@comcast.net		/		
MATTLANGER	21315 SW BAKER WY	matl.langer04@gmail.com	/	/	/	
CHRIS DANIEL	5335 SW PATRONS TER #10	cdaniel@pioneercenters.com		/	/	
Debra Annun	20510 SW Roy Rogers Rd #304	debrakayannun@yahoo.com		/		
PAUL MAUER	17059 SW BAKER WY		/	/		
Stephen Emery	20547 SW Lavender PL. Sherwood	steve.emery@comcast.net	/	/		
Amber Dahl	20945 SW Peace Hwy Sherwood			/	/	
Amber Dahl	20487 SW Lavender Pl Sherwood	amberdahl@gmail.com	/			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
JEFF ARNOLDSON	801 MAIN ST. VASCO, WA	JEFFA@ALBINA.COM		X	X	
MARK SCOTT	20260 SW Pacific Hwy	mark-scotte@home depot.com			X	
MARINE PRATT	24508 Roy Rogers Rd	—				X
Alvin Berg	20512 SW Roy Rogers Rd	alberg126@hotmail.com		X		
Steve Salvatore	20471 SW Roy Rogers Rd.	salvatore6766@hotmail.com				X
Margaret Speight	20015 SW Pacific Hwy	maggiesp8@speight.us		✓	✓	
Cam Donald	22631 SW SAUNDERS DR		X	X	X	X
Mike Coenen	17112 SW Green Haven Dr	m.coenen@comcast.net	X	X		

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
John Olson	20512 SW Roy Eugene St	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Lisa Stennings	20280 SW Lavender Pl		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John McManis	16508 SW Sidney Ln		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Eugene Stewart	PO Box 534	Eugene5103@aol.com		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Lee McClure	20512 SW Roy Eugene St	lee.mclure1@yahoo.com				
Chris Flores	16690 SW Daffodil St Sherwood, OR 97140	chrisiflores@gmail.com	<input checked="" type="checkbox"/>			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
ANTHONY D. BEVEL	17036 SW LYNNLY WAY	RUGBY BEVEL @ AOL com	X			

Updated October 2010




Affidavit of Mailing

DATE: August 6, 2013

STATE OF OREGON)
)
Washington County)

I, Kim Haughn, representative for the Sherwood TSP Amendments 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 4/27/13, 7/2/13 & 7/8/13


Representatives Name: Kim Haughn
Name of the Organization: Washington County



Department of Energy
Bonneville Power Administration

November 27, 2013

In reply refer to: TERR/3

BPA Case No. 20140069

BPA Tract No. OC-K-97-A-42; OC-K-96-A-41

Transmission line: John-Day Keeler No. 1 (Oper. as Pearl-Keeler No. 1), 500 kV

Sites: SW Baler Way, Sherwood OR; SW Adams Ave N., Sherwood, OR proposed road extensions

Your reference: Proposed City of Sherwood Transportation Plan and Comprehensive Plan Amendment

Mr. Brad Kilby
Planning Manager
City of Sherwood
22560 SW Pine St
Sherwood, OR 97140

Dear Mr. Kilby;

BPA is in receipt of the Washington County proposals to amend the City of Sherwood's Transportation System Plan and the Comprehensive Plan Amendment for SW Baler Way and SW Adams Avenue North, in Sherwood. The application for Land Use Action has been assigned BPA Case No. 20140069.

Bonneville Power Administration (BPA) has no objection to either Plan or Amendment as proposed, as long as the transmission line facilities and right-of-way are not adversely affected.

The proposed uses located in the transmission line right-of-way will require a BPA Right of Way Use Application prior to construction, which should include clearance measurements to the closest BPA tower and overhead wires, and road specifications, prior to construction. Applications must be submitted to BPA for any use proposed within the rights-of-way, link: http://transmission.bpa.gov/LanCom/Real_Property.cfm.

Note that BPA imposes certain restrictions and/or prohibitions on the use of property encumbered by our transmission line rights-of-way. BPA's easements may prohibit structures, parking, and lighting within the rights-of-way.

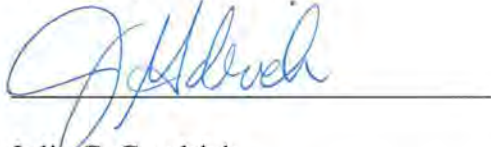
BPA's priorities focus on the safety of human life and integrity of the power transmission system. It is critical that BPA does not allow activities on the rights-of-way that can jeopardize either of these priorities.

Exhibit B

Please direct any communication to the Real Property Field Services Office at Bonneville Power Administration and myself by telephoning 503-230-5500 directly, or by emailing jcgoodrich@bpa.gov for more information on this application process.

Thank you for the opportunity to comment on this proposal.

Sincerely,



Julie C. Goodrich
Right of Way Agent, Real Property Field Services
David Evans & Associates, Contractor to Bonneville Power Administration

Official File - TR-3/Portland (Tract No. OC-K-97-A-42; OC-K-96-A-41)

Jcgoodrich:bjc:11/27/2013(W:\EMPLOYEE FOLDERS\Field
Services\GOODRICH\Public Notices Replies\City of Sherwood\City of Sherwood
Transportation Plan Amendments LTR2.doc)

New Business Agenda

Item B

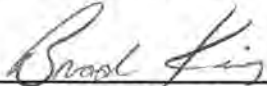
CITY OF SHERWOOD
Staff Report

Date: December 3, 2013

PA 13-04 – Baler Way Transportation System Plan Amendment

To: SHERWOOD PLANNING COMMISSION

From: PLANNING DEPARTMENT



Brad Kilby, AICP, Planning Manager

Proposal overview: Washington County proposes to amend the City of Sherwood's Transportation System Plan (TSP) to add a new street to extend Baler Way north of Tualatin Sherwood Road into the Adams Avenue North Concept Plan area. The primary purpose is to develop access and street system improvements to address capacity and safety issues in the area. The new public street would be designated in part as a collector street and in part as a local street.

I. OVERVIEW

- A. Applicant: Harper Houf Peterson Righellis Inc.
Attn: Stefanie Slyman, AICP
205 SE Spokane St., #200, Portland, OR 97212

503-221-1131 or stefanies@hhpr.com
- Owner:
Washington County Department of Land Use and Transportation
Capital Project Management Division
Attn: Dan Erpenbach
1400 SW Walnut Street, Hillsboro, OR 97123

503-847-7877 or Daniel_erpenbach@co.washington.or.us
- B. Location: The proposed future street begins north of Tualatin Sherwood Rd at its intersection with Baler Way. Tax Map 2S 01 29B; TLs 900, 901, 1100, 1400, 1500, 1800, and 1900.
- C. Review Type: The proposed text amendment requires a Type V review, which involves public hearings before the Planning Commission and City Council. The Planning Commission will make a recommendation to the City Council who will make the final decision. There will be a twenty-one (21) day appeal period after the Council issues their decision. Any appeal of the City Council decision would go directly to the Oregon Land Use Board of Appeals.
- D. Public Notice and Hearing: Notice of the December 10, 2013 Planning Commission hearing on the proposed amendment was published in The Tigard Times on November 28th and December 5th 2013, and in the December 2013 edition of the Gazette. Notice was also posted in 5 public locations around town and on the web site on November 20th, 2013.

While this is a legislative amendment, additional courtesy notice was mailed to immediately affected property owners on November 20th, 2013, and provided to the businesses located within those properties.

The applicant held a public meeting on July 17, 2013 from 5:30 to 7:30 PM at the Sherwood Police Department Community Room, 20495 SW Borchers Drive. Notice to property owners and recognized neighborhood organizations within 1,000 feet of the subject property were mailed on June 27, 2013, July 2, 2013 and July 8, 2013.

E. Review Criteria:

The required findings for the Plan Amendment are identified in Section 16.80.030 of the Sherwood Zoning and Community Development Code (SZCDC). In addition, the amendment must be consistent with Goals 1, 2 and 12 of the Statewide Planning Goals and Chapter 6 of the Comprehensive Plan.

F. Background:

Washington County is currently making safety and capacity improvements to Tualatin-Sherwood and Roy Rogers Road, which includes roadway widening, access management, Intelligent Transportation Systems (ITS), and off-corridor circulation improvements. The roadway widening and access management elements are being addressed as part of the Major Streets Transportation Improvement Program (MSTIP 3d) Tualatin Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over the next year as the County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing. The purpose of this TSP amendment is to address the off corridor circulation element of the County's overall strategy for making safety and capacity improvements for Tualatin Sherwood Road.

II. PUBLIC COMMENTS

The City posted notices in five locations around the city and provided courtesy mailed notice to directly related property owners in the vicinity of the road extension. In addition, business owners were provided with notice of the proposal. Notice was also published in the Tigard Times on November 28th and December 5th 2013, and in the December Gazette. The applicant hosted a public meeting on July 17, 2013 for property owners and recognized neighborhood organizations located within 1,000 feet of the subject property. Comments from the public meeting are summarized below:

- The extension of Baler is too close in and should be located farther outside of this area.
- Vehicles approaching 99W from the east on Tualatin Sherwood Road already use Cipole Road as an alternate route. Better access at Cipole Road by the DMV should be created to relieve congestion.
- In response to the question whether bike and pedestrian connectivity would be included, the project team noted these facilities are included in the designation of the street types.
- Regarding the timing of actual construction of the Baler Extension, this could happen at any time depending on factors such as redevelopment or the widening of Tualatin Sherwood Road.
- The project team reiterated that a summary of the neighborhood meeting would be submitted as part of the land use application to the City and that otherwise meeting minutes would not be distributed.
- There has also been a concern raised over future access to Les Schwab from the Baler street extension given its location near the Tualatin-Sherwood road intersection.

III. AGENCY/DEPARTMENTAL COMMENTS

The City requested comments from affected agencies. All original documents are contained in the planning file and are a part of the official record on this case. The following information briefly summarizes those comments:

Bonneville Power Administration – Julie Goodrich of the BPA provided comments attached to this report as Exhibit B, that indicates that the BPA has no objection to the proposal but that any future construction beneath the powerlines will require a BPA Right Of Way Use permit which would include clearance measurements to the closest BPA tower and overhead wires, and road specification.

DLCD, ODOT, Washington County, Metro, Clean Water Services, Tualatin Valley Fire and Rescue (TVF&R), Kinder Morgan, Pride Disposal, The Sherwood School District, The Sherwood Engineering, Building, and Public Works Departments, Portland General Electric, Northwest Natural Gas, and Raindrops to Refuge were provided the opportunity to comment on this application but did not provide written or verbal comments.

IV. APPLICABLE DEVELOPMENT CODE CRITERA

16.80.030 – Review Criteria

A. Text Amendment

An amendment to the text of the Comprehensive Plan shall be based upon a need for such an amendment as identified by the Council or the Commission. Such an amendment shall be consistent with the intent of the adopted Sherwood Comprehensive Plan, and with all other provisions of the Plan, the Transportation System Plan and this Code, and with any applicable State or City statutes and regulations, including this Section.

FINDING: The applicant's proposal requests the modification of the Sherwood Comprehensive Plan Figure 8-1 (Functional Classification Map) and Figure 8-7 (Streets Where ROW is Planned for More Than Two Lanes) and would adhere to the existing policies and the intent of the Plan. No text amendment would be required. Therefore, this criterion is not applicable.

B. Map Amendment

An amendment to the City Zoning Map may be granted, provided that the proposal satisfies all applicable requirements of the adopted Sherwood Comprehensive Plan, the Transportation System Plan and this Code, and that:

- 1. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan and the Transportation System Plan.**

ANALYSIS: Compliance with the Comprehensive Plan policies is discussed below in Section V.B.

- 2. There is an existing and demonstrable need for the particular uses and zoning proposed, taking into account the importance of such uses to the economy of the City, the existing market demand for any goods or services which such uses will provide, the presence or absence and location of other such uses or similar uses in the area, and the general public good.**

ANALYSIS: According to the applicant, the proposed map amendment would allow for the future development of a public transportation facility that would provide surrounding land uses with improved access and circulation. The area to be served is zoned Light Industrial, Light Industrial-PUD, Office Commercial and General Commercial. Based on a memorandum from DKS Associates, dated September 17, 2013, when built out or redeveloped, the area served by the proposed public transportation facility would generate up to 6,000

average daily trips (ADT) by 2035, which is ten times the current ADT. This projected increase in traffic volume provides the demonstrable need for additional connectivity throughout the area. Currently there are no public transportation facilities providing access through the affected area. To support the existing businesses and encourage future development of the area, additional transportation routes will become necessary in the future.

- 3. The proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve all potential uses in the proposed zoning district.**

ANALYSIS: Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road on the whole. The proposed TSP amendment is one element. In particular, the County is presently designing improvements to Tualatin Sherwood Road to include the Baler intersection in order to reduce congestion and improve safety in conjunction with construction scheduled to begin in 2014. Development within the affected area that would be served by the proposed transportation facility is likely going to be intensified in the future. It is timely to designate the location of future facilities prior to development of the affected area in order to provide for efficient travel routes given the existing development patterns. The proposed transportation facility would be consistent with the Adams Avenue North Extension Plan, which was approved by Ordinance 2009-008, and the I-5 to 99W Connector Project. Specifically, the Adams Avenue North Extension – Preferred Concept Plan identifies the proposed public transportation facility as a “potential future road connection.”

The applicant states that the proposed public transportation facility would provide additional connectivity off of Tualatin Sherwood Road, a major arterial. Additionally, the proposed transportation facility would align with and provide a continuation of SW Baler Way to the south, a designated collector.

- 4. Other lands in the City already zoned for the proposed uses are either unavailable or unsuitable for immediate development due to location, size or other factors.**

ANALYSIS: The proposed roadway would not alter the zoning or proposed uses of the properties potentially impacted by its construction. This criterion is not applicable.

FINDING: Compliance with the Comprehensive Plan policies is discussed below in Section V.B. Staff finds that due to the projected ADT, the existing Adams Avenue extension, and anticipated future development of the area, there is an existing and demonstrable need for the proposed roadway. Additionally, because of the investment and improvements currently being implemented by the County in conjunction with the recent approval of Ordinance 2009-008, staff finds that the proposed amendment is timely. These criteria are satisfied.

C. Transportation Planning Rule Consistency

- 1. Review of plan and text amendment applications for effect on transportation facilities. Proposals shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-12-0060 (the TPR). Review is required when a development application includes a proposed amendment to the Comprehensive Plan or changes to land use regulations.**

ANALYSIS: The attached memorandum submitted by the applicant (Exhibit A) from DKS Associates, dated September 17, 2013, provides the required review in accordance with OAR 660-12-0060.

2. **"Significant" means that the transportation facility would change the functional classification of an existing or planned transportation facility, change the standards implementing a functional classification, allow types of land use, allow types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility, or would reduce the level of service of the facility below the minimum level identified on the Transportation System Plan.**

ANALYSIS: The current TSP does not identify the transportation facility at the location as proposed. No changes are proposed to the functional classifications, types of land use, levels of land use, or access that would reduce the level of service of any of the surrounding, existing, or proposed facilities below the minimum level identified in the TSP. The Adams Avenue North Extension Plan approved by Ordinance 2009-008, proposes a new collector extending Adams Avenue north and then east to connect to SW Pacific Hwy just south of Home Depot. The proposed public transportation facility would extend Baler Way north from Tualatin-Sherwood Road and split to connect to Adams Avenue to the east and also to the north. The northern portion of the proposed public transportation facility would be a local road, while the southern portion would be designated as a collector.

3. **Per OAR 660-12-0060, Amendments to the Comprehensive Plan or changes to land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:**
 - a. **Limiting allowed uses to be consistent with the planned function of the transportation facility.**
 - b. **Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses.**
 - c. **Altering land use designations, densities or design requirements to reduce demand for automobile travel and meet travel needs through other modes.**

ANALYSIS: As demonstrated in the attached memorandum from DKS Associates, the proposed TSP amendment would not result in a significant impact to a transportation facility. Specifically, the memorandum found that:

- The proposed TSP amendment includes an extension of Baler Way from Tualatin-Sherwood Road to Adams Avenue at the east as a collector, and a local road connecting the Baler Way extension to Adams Avenue to the north. These proposed modifications to the transportation network are consistent with previous local plans that have been completed since the Sherwood TSP was adopted in 2005.
- The proposed Baler Way extension is expected to have minimal impacts to study intersections; all intersections are projected to meet mobility targets.
- The proposed Baler Way extension will meet access management standards.
- The segment connecting Baler Way at Tualatin-Sherwood Road to the northern collector at Adams Avenue shall be a collector street. This facility would provide enhanced regional connectivity and connect Baler Way (which is currently a collector south of Tualatin-Sherwood Road) to the proposed northern collector, which would provide a regional connection.
- The north segment should be a local street as its primary function is to serve local land uses as planned in the Adams Avenue North Concept Plan. There will likely be limited motor vehicle turning movements at the local street intersection with Adams Avenue near Home Depot due to the close spacing to Highway 99W.

FINDING: Based on the analysis above, staff finds that the review of the plan and text amendment application for impact on transportation facilities provided by DKS Associates accurately determined that the proposed roadway would not have a significant impact on existing transportation facilities. It should be noted that future development of the improvement would likely require the City to evaluate and possibly relocate existing access locations for the purposes of improving safety along the future collector.

V. APPLICABLE COMPREHENSIVE PLAN POLICIES

B. GOALS, POLICIES, AND STRATEGIES

Goal 1: Provide a supportive transportation network to the land use plan that provides opportunities for transportation choices and the use of alternative modes serving all neighborhoods and businesses.

Policy 1 – The City will ensure that public roads and streets are planned to provide safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities. Existing rights of way shall be classified and improved and new streets built based on the type, origin, destination and volume of current and future traffic.

ANALYSIS: According to the applicant, the proposed roadway would provide needed internal circulation for several large parcels zoned Light Industrial, Light Industrial-PUD, Office Commercial and General Commercial. Per the DKS Associates memorandum, these parcels would generate up to 6,000 trips related to the movement of goods and services based on the existing zoning designations.

The proposed designation for this roadway between Tualatin Sherwood Road is a collector, consistent with the purpose of collectors, which is to "Provide both access and circulation within and between residential and commercial/industrial areas." (TSP Table 1. Functional Classification Definitions). This facility would specifically provide enhanced regional connectivity and connect Baler Way to the proposed northern collector, which would provide a regional connection. The north segment of the roadway is proposed as a local street as its primary function is to serve local/and uses as planned in the Adams Avenue North Concept Plan.

The justification for a collector designation for the southern segment is per Washington County's access management standards. Washington County's Community Development Code specifies that an arterial, which is the functional classification of Tualatin Sherwood Road, shall only be intersected by collectors or other arterials. There is already an intersection at this location.

Policy 2 – Through traffic shall be provided with routes that do not congest local streets and impact residential areas. Outside traffic destined for Sherwood business and industrial areas shall have convenient and efficient access to commercial and industrial areas without the need to use residential streets.

ANALYSIS: As described in the analysis above, the proposed roadway would create additional connectivity to and within a commercial and industrial area. There are no existing local streets in the area that are connected to residential areas. The entire area served by the proposed facility is zoned either commercial or industrial.

Policy 3 – Local traffic routes within Sherwood shall be planned to provide convenient circulation between home, school, work, recreation and shopping. Convenient access to major out-of-town routes shall be provided from all areas of the city.

ANALYSIS: The proposed roadway would provide the interior of the site with direct access to Tualatin Sherwood Road, a major arterial connected to out-of-town destinations, and is consistent and compatible with

the northern collector at Adams Avenue. Additionally, it would separate interior travel within the site from the regional travel on Tualatin-Sherwood Road and Adams Avenue. Having multiple routes to choose from at varying classification levels would provide more convenient circulation into and through the site. The proposed alignment is also consistent with the Adams Avenue North Concept Plan that was approved by Ordinance 2009-008 and determined to be compliant with Sherwood's Comprehensive Plan.

Policy 8 – The City of Sherwood shall consider infrastructure improvements with the least impact to the environment.

ANALYSIS: According to the City's interactive map, the proposed roadway would be located within the urban growth boundary and would avoid known environmental resources including wetlands, riparian habitat and areas designated as Refuge Sanctuary within the Tualatin River National Wildlife Refuge.

FINDING: Based on the above analyses, staff finds that the proposed roadway would 1) provide needed internal circulation that facilitates the safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities; 2) be substantially consistent with the City's collector street and local street functional classification definitions; and 3) be consistent with Washington County access standards. Additionally, the proposed roadway would provide multiple interior routes throughout the site with a variety of road classifications to distinguish between regional and local travel. This route separation would facilitate the convenient circulation between home, school, work, recreation and shopping. These criteria are satisfied.

Goal 2: Develop a transportation system that is consistent with the City's adopted comprehensive land use plan and with the adopted plans of state, local, and regional jurisdictions.

Policy 1 -The City shall implement the transportation plan based on the functional classification of streets shown in Table 8-1.

ANALYSIS: The proposed functional classifications for the proposed roadway include a collector street for the segment connecting Baler Way at Tualatin Sherwood Road to the northern collector at Adams Avenue, and local street for the north segment. Both classifications are consistent with the City's functional classifications per the TSP's definitions.

Policy 2- The City shall maintain a transportation plan map that shows the functional classification of all streets within the Sherwood urban growth area. Changes to the functional classification of streets must be approved through an amendment to the Sherwood Comprehensive Plan, Part 2, Chapter 6 – Transportation Element.

ANALYSIS: The applicant is requesting an amendment to the City's Transportation System Plan which is part of the Sherwood Comprehensive Plan, Part 2, Chapter 6 – Transportation Element to include the proposed roadway. If approved, this application would result in an update to the transportation plan map.

Policy 3- The Sherwood transportation system plan shall be consistent with the city's adopted land use plan and with transportation plans and policies of other local jurisdictions, especially Washington County, Clackamas County, City of Wilsonville, and the City of Tualatin.

ANALYSIS: As demonstrated in the responses to the applicable TSP policies, the proposed amendment is consistent with the adopted TSP. The adopted TSP has been found to be consistent with the City's adopted land use plan and transportation plans and policies of other local jurisdictions.

Policy 5 – The City shall adopt a street classification system that is compatible with Washington County Functional Classification System for areas inside the Washington County

ANALYSIS: The proposed functional classifications for the proposed roadway include a collector street for the segment connecting Baler Way at Tualatin Sherwood Road to the northern collector at Adams Avenue, and local street for the north segment. These are consistent the City's functional classifications in its adopted TSP that has been deemed to be compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan.

FINDING: Based on the above analyses, staff finds that the collector and local street classifications of the proposed roadway would be based on the function classification of streets shown in Table 8-1, which has already been deemed compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan. If approved, this application would result in an update to the transportation plan map to reflect the classifications of the proposed roadway. These criteria are satisfied.

Goal 3: Establish a clear and objective set of transportation design and development regulations that addresses all elements of the city transportation system and that promote access to and utilization of a multi-modal transportation system.

Policy 7 – The City of Sherwood will generally favor granting property access from the street with the lowest functional classification, including alleys. Additional access to arterials and collectors for single family units shall be prohibited and use access from frontage roads and local streets. Frontage roads shall be designed as local streets.

ANALYSIS: The proposed roadway would allow for commercial and industrial access onto a collector street or local street. As discussed earlier in this report, future development of the improvement would likely require the City to evaluate and possibly relocate existing access locations for the purposes of improving safety. Property-specific access to the roadway will be regulated by the City at a future design phase or a land use action and is not applicable to the proposed TSP amendment.

Policy 8 – The City will adopt access control and spacing standards for all arterial and collector streets to improve safety and promote efficient through street movement. Access control measures shall be generally consistent with Washington County access guidelines to ensure consistency on city and county roads.

ANALYSIS: The proposed roadway would align with an existing signalized access at SW Baler Way. This TSP amendment does not propose to change the City's or County's adopted standards for access control or spacing for arterials or collectors.

FINDING: Based on the analyses above, staff finds that the proposed roadway would meet and promote the transportation design and development regulations adopted by the City. Specifically, the proposed roadway would provide the impacted properties with access to a lower functional classification than is currently available and would utilize and existing signalized intersection. These criteria are satisfied.

VI. APPLICABLE STATEWIDE PLANNING GOALS

Goal 1 (Citizen Involvement)

ANALYSIS: Based on affidavits and meeting minutes submitted with the application, Washington County provided notification for and conducted a neighborhood meeting in compliance with the public notification requirements for a Type V land use application. Notice of December 10, 2013 Planning Commission hearing on the proposed amendment was published in The Tigard Times on November 21st and December 5th and in the December edition of the Gazette. Notice was also posted in 5 public locations around town and on the

web site on November 12th. While this is a legislative amendment, courtesy notice was mailed to immediately affected property owners on November 20th. Individual businesses within the affected area were canvassed and provided with notice of the hearing as well. Furthermore, the City will host a public hearing before the planning commission and a public hearing before the City Council providing the community and affected stakeholders the opportunity to participate in this land use review consistent with the intent of Statewide Planning Goal 1.

FINDING: The applicant and staff utilized the public notice requirements of the Code to notify the public of this proposed plan amendment and will provide opportunity to participate in the review both in writing and at a public hearing. The City's public notice requirements have been found to comply with Goal 1 and, therefore, this proposal meets Goal 1.

Goal 2 (Land Use Planning)

ANALYSIS: As found in the narrative submitted by the applicant as part of this application, all applicable land use approval criteria for a TSP map amendment have been addressed. As described in the paragraphs above, staff has reviewed the applicant's proposal in accordance with the approval process for a Type V (Legislative) land use application.

FINDING: The proposed amendment, as demonstrated in this report is processed in compliance with the local, regional and state requirements.

Goal 3 (Agricultural Lands)

Goal 4 (Forest Lands)

Goal 5 (Natural Resources, Scenic and Historic Areas and Open Spaces)

Goal 6 (Air, Water and Land Resources Quality)

Goal 7 (Areas Subject to Natural Hazards)

Goal 8 (Recreational Needs)

Goal 9 (Economic Development)

Goal 10 (Housing)

Goal 11 (Public Facilities and Services)

FINDING: The Statewide Planning Goals 3-11 do not specifically apply to this proposed plan amendment; however, it is noted that there is no evidence in the record to suggest that the proposal conflicts with the stated goals.

Goal 12 (Transportation)

FINDING: Compliance with Goal 12 is demonstrated at the local level through the adoption and maintenance of a transportation system plan (TSP). Amendments to the TSP are implemented through demonstrating compliance with the Transportation Planning Rule ("TPR"). Staff has assessed the proposals consistency with the TPR above in Section IV (16.80.030 – Review Criteria) and found the proposal to be consistent with the City's adopted TSP. Therefore, the proposal is consistent with Goal 12.

Goal 13 (Energy Conservation)

Goal 14 (Urbanization)

Goal 15 (Willamette River Greenway)

Goal 16 (Estuarine Resources)

Goal 17 (Coastal Shorelands)

Goal 18 (Beaches and Dunes)

Goal 19 (Ocean Resources)

FINDING: The Statewide Planning Goals 13-19 do not specifically apply to this proposed plan amendment; however, the proposal does not conflict with the stated goals.

VII. RECOMMENDATION

Based on a review of the applicable code provisions, agency comments and staff review, staff finds that the Plan Amendment is consistent with the applicable criteria and therefore, staff **recommends that the Planning Commission forward a recommendation of APPROVAL** of PA 12-04 to the City Council for their consideration.

EXHIBITS

- A. Application materials
- B. November 27, 2013 letter from Julie Goodrich of the Bonneville Power Administration



Home of the Tualatin River National Wildlife Refuge



Case No. PA 13-04
Fee 5330
Receipt # 2261
Date 9/20/13
TYPE II

City of Sherwood Application for Land Use Action

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

- Annexation
- Plan Amendment (Proposed Zone N/A)
- Variance (list standard(s) to be varied in description)
- Site Plan (Sq. footage of building and parking area)
- Planned Unit Development
- Conditional Use
- Partition (# of lots _____)
- Subdivision (# of lots _____)
- Other: _____

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 Departments/Planning/Fee Schedule.

Owner/Applicant Information:

Applicant: Dan Erpenbach, Washington County DLUT Phone: 503-846-7877
 Applicant Address: See narrative Email: See narrative
 Owner: N/A Phone: N/A
 Owner Address: N/A Email: N/A
 Contact for Additional Information: Applicant's Rep: Stefanie Slyman, HPR Inc. 503-221-1131

Property Information:

Street Location: Proposed street begins north of Tualatin Sherwood Rd at intersection with Baler Way
 Tax Lot and Map No: Tax Map 2S 01 29B: TLs 900, 901, 1100, 1400, 1500, 1800, 1900
 Existing Structures/Use: Commercial and light industrial uses; one residence
 Existing Plan/Zone Designation: GC, LI-PUD, LI, OC
 Size of Property(ies) Per TLs above (in acres): 5.15, 4.36, 12.42, 1.72, 1.26, 12.62, 11.03

Proposed Action:

Purpose and Description of Proposed Action: Washington County proposes to amend the City of Sherwood's Transportation System Plan (TSP) to add a new street to extend Baler Way north of Tualatin Sherwood Road into the Adams Avenue North Concept Plan area. The primary purpose is to develop access and street system improvements to address capacity and safety issues in the area.
 Proposed Use: New public street designated in part as a collector street and in part as a local street
 Proposed No. of Phases (one year each): N/A

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.

Daniel J. Epenbach
Applicant's Signature

9-17-13
Date

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.

- 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. *N/A*
- At least 3 * folded sets of plans** *N/A*
- At least 3 * sets 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)
- Signed checklist** verifying submittal includes specific materials necessary for the application process *N/A*

* **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.

BALER WAY TSP AMENDMENT

PROPOSAL OVERVIEW

Applicant:

Dan Erpenbach, Capital Project Management Division
Washington County Department of Land Use and Transportation
1400 SW Walnut Street
Hillsboro, OR 97123
503-846-7877 Daniel_erpenbach@co.washington.or.us

Applicant's Representative:

Stefanie Slyman, AICP
Harper Houf Peterson Righellis Inc.
205 SE Spokane St., #200
Portland, OR 97212
503-221-1131 stefanies@hhpr.com

Summary:

The applicant, Washington County, proposes to amend the City of Sherwood's Transportation System Plan (TSP) to add a new street which would extend Baler Way north of Tualatin Sherwood Road into the area immediately west of Adams Avenue, known as the Adams Avenue North Concept Plan area. The primary purpose of the street extension is to develop access and street system improvements to address capacity and safety issues in the area. As shown in **Figure 1**, the Baler Way extension would be designated as a collector for the southern and eastern segments and as a local street for the northern segment. This amendment would modify Figure 8-1 (Functional Classification Map) and Figure 8-7 (Streets Where ROW Is Planned for More Than Two Lanes).

Review Type:

The proposed map amendment requires a Type V (Legislative) review before the Planning Commission and City Council. As required, a Neighborhood Meeting to present the proposal was held for which notice was provided to property owners within 1,000' of the proposed map amendment. Documentation of the meeting has been submitted with the application materials.

Background:

Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road, which includes roadway widening, access management, Intelligent Transportation Systems (ITS), and off-corridor circulation. The roadway widening and access management elements are being addressed as part of the MSTIP 3d Tualatin-Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over the next year as the County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing. The purpose of this TSP amendment is to address the off-corridor circulation element of the County's overall strategy for making safety and capacity improvements for Tualatin Sherwood Road.

RECEIVED

SEP 20 2013

BY DA 13-04
PLANNING DEPT

APPLICABLE DEVELOPMENT CODE CRITERIA

16.80.030 - Review Criteria

B. Map Amendment

An amendment to the City Zoning Map may be granted, provided that the proposal satisfies all applicable requirements of the adopted Sherwood Comprehensive Plan, the Transportation System Plan and this Code, and that:

1. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan and the Transportation System Plan.

RESPONSE: *As is demonstrated further in this application, the amendment is consistent with the applicable goals and policies of the Comprehensive Plan and the Transportation System Plan.*

3. The proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve all potential uses in the proposed zoning district.

RESPONSE: *The proposed map amendment will allow for the future development of a public transportation facility that will provide surrounding land uses with improved access and circulation. The area to be served is zoned Light Industrial, Light Industrial-PUD, Office Commercial and General Commercial zoning districts that, when built out or redeveloped, will generate up to 6,000 trips. The proposed roadway is consistent with the Adams Avenue North Concept Plan and the I-5 to 99W Connector Project, and will provide additional connectivity off of Tualatin Sherwood Road, a major arterial. The proposed roadway also aligns with and provides a continuation of SW Baler Way to the south, a designated collector. For these reasons, the proposed roadway supports the pattern of development in the area.*

The amendment is timely in that Washington County is currently making safety and capacity improvements for Tualatin Sherwood Road on the whole, of which the TSP amendment is one element. In particular, the County is presently designing improvements to Tualatin Sherwood Road to include the Baler intersection in order to reduce congestion and improve safety in conjunction with construction to begin in 2014. As the scope of the City's current TSP update does not address new roadways; Washington County has made application to do so which is both timely and consistent with the pattern of development in the area. This criterion is met.

C. Transportation Planning Rule Consistency

1. Review of plan and text amendment applications for effect on transportation facilities. Proposals shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-12-0060 (the TPR). Review is required when a development application includes a proposed amendment to the Comprehensive Plan or changes to land use regulations.

RESPONSE: *The proposed TSP amendment is an amendment to the Comprehensive Plan subject to review to determine whether it significantly affects a transportation facility. The attached memorandum from DKS Associates, dated September 17, 2013, provides this review in accordance with OAR 660-12-0060. This criterion is met.*

2. "Significant" means that the transportation facility would change the functional classification of an existing or planned transportation facility, change the standards implementing a functional classification, allow types of land use, allow types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation

of travel or access that are inconsistent with the functional classification of a transportation facility, or would reduce the level of service of the facility below the minimum level identified on the Transportation System Plan.

RESPONSE: *As demonstrated in the attached memorandum from DKS Associates dated September 17, 2013, the proposed TSP amendment will not result in a significant effect to a transportation facility. This review criterion is met.*

3. Per OAR 660-12-0060, Amendments to the Comprehensive Plan or changes to land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:
 - a. Limiting allowed uses to be consistent with the planned function of the transportation facility.
 - b. Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses.
 - c. Altering land use designations, densities or design requirements to reduce demand for automobile travel and meet travel needs through other modes.

RESPONSE: *The proposed TSP amendment does not result in a significant effect to a transportation facility; therefore, this criterion does not apply.*

APPLICABLE COMPREHENSIVE PLAN POLICIES

B. GOALS, POLICIES, AND STRATEGIES

Goal 1: Provide a supportive transportation network to the land use plan that provides opportunities for transportation choices and the use of alternative modes serving all neighborhoods and businesses.

Policy 1 – The City will ensure that public roads and streets are planned to provide safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities. Existing rights of way shall be classified and improved and new streets built based on the type, origin, destination and volume of current and future traffic.

RESPONSE: *The proposed roadway provides needed internal circulation for several large parcels zoned Light Industrial-LI and General Commercial-GC. Per the traffic memorandum, these parcels will generate up to 6,000 trips related to the movement of goods and services within these major land use activities.*

The proposed designation for this roadway between Tualatin Sherwood Road is a collector, consistent with the purpose of collectors which is to "Provide both access and circulation within and between residential and commercial/industrial areas." (TSP Table 1. Functional Classification Definitions). This facility would specifically provide enhanced regional connectivity and connect Baler Way to the proposed northern arterial, which would provide a regional connection. The north segment of the roadway is proposed as a local street as its primary function is to serve local land uses as planned in the Adams Avenue North Concept Plan.

The justification for a collector designation for the southern segment is per Washington County's access management standards. Washington County's Community Development Code specifies that an arterial, which is the functional classification of Tualatin Sherwood Road, shall only be interested by collectors or other arterials.

Therefore, because the roadway 1) provides needed internal circulation that facilitates the safe, convenient, efficient and economic movement of persons, goods and services between and within the major land use activities; 2) is substantially consistent with the City's collector street and local street functional classification definitions; and 3) is consistent with Washington County access standards, this criterion is met.

Policy 2 – Through traffic shall be provided with routes that do not congest local streets and impact residential areas. Outside traffic destined for Sherwood business and industrial areas shall have convenient and efficient access to commercial and industrial areas without the need to use residential streets.

RESPONSE: *The proposed roadway creates additional connectivity to and within a commercial and industrial area and will not congest local streets or impact residential areas. This criterion is met.*

Policy 3 – Local traffic routes within Sherwood shall be planned to provide convenient circulation between home, school, work, recreation and shopping. Convenient access to major out-of-town routes shall be provided from all areas of the city.

RESPONSE: *This new roadway provides direct access to Tualatin Sherwood Road, a major arterial, that connects to out-of-town destinations and is consistent and compatible with to the northern arterial at Adams Avenue. The proposed alignment is also consistent with the both of the plans (I-5 to 99W Connector and Adams Avenue North Concept Plan) that were completed since the Sherwood TSP was last updated. The segment designated as a local street provides access to local land uses within the Adams Avenue North Concept Plan. This criterion is met.*

Policy 6 – The City shall work to ensure the transportation system is developed in a manner consistent with state and federal standards for the protection of air, land and water quality, including the State Implementation Plan for complying with the Clean Air Act and the Clean Water Act.

RESPONSE: *The proposed map amendment does not preclude future compliance with these standards which are implemented by Clean Water Services (water quality) and the Oregon Department of Environmental Quality (air quality). This review criterion is met.*

Policy 8 – The City of Sherwood shall consider infrastructure improvements with the least impact to the environment.

RESPONSE: *The proposed roadway is located within the urban growth boundary and avoids known environmental resources including wetlands (Figure 2) and riparian habitat (Figure 3) and areas designated as Refuge Sanctuary within the Tualatin River National Wildlife Refuge (Figure 4). This review criterion is met.*

Goal 2: Develop a transportation system that is consistent with the City's adopted comprehensive land use plan and with the adopted plans of state, local, and regional jurisdictions.

Policy 1 – The City shall implement the transportation plan based on the functional classification of streets shown in Table 8-1.

RESPONSE: *The designation for the proposed roadway is a collector street which is one of the City's functional classifications implemented by the TSP. The segment to the north is proposed as a local street per the TSP's definition. This criterion is met.*

Policy 2 – The City shall maintain a transportation plan map that shows the functional classification of all streets within the Sherwood urban growth area. Changes to the functional classification of streets must be approved through an amendment to the Sherwood Comprehensive Plan, Part 2, Chapter 6 - Transportation Element.

RESPONSE: *The proposed roadway will amend the City's Transportation System Plan which is part of the Sherwood Comprehensive Plan, Part 2, Chapter 6 - Transportation Element. This criterion is met.*

Policy 3 – The Sherwood transportation system plan shall be consistent with the city's adopted land use plan and with transportation plans and policies of other local jurisdictions, especially Washington County, Clackamas County, City of Wilsonville, and the City of Tualatin.

RESPONSE: *As demonstrated in the responses to the applicable TSP policies, the proposed amendment is consistent with the adopted TSP. The adopted TSP has been found to be consistent with the city's adopted land use plan and transportation plans and policies of other local jurisdictions. Therefore, because the proposal is consistent with the adopted TSP, this criterion is met.*

Policy 5 – The City shall adopt a street classification system that is compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan (Ordinance 588).

RESPONSE: *The proposed functional classifications for the new public roadway include a collector street for the segment connecting Baler Way at Tualatin Sherwood Road to the northern arterial at Adams Avenue, and local street for the north segment. These are consistent the City's functional classifications in its adopted TSP that has been deemed to be compatible with Washington County Functional Classification System for areas inside the Washington County Urban Area Plan and with Washington County 2020 Transportation Plan. This criterion is met.*

Goal 3: Establish a clear and objective set of transportation design and development regulations that addresses all elements of the city transportation system and that promote access to and utilization of a multi-modal transportation system.

Policy 7 – The City of Sherwood will generally favor granting property access from the street with the lowest functional classification, including alleys. Additional access to arterials and collectors for single family units shall be prohibited and use access from frontage roads and local streets. Frontage roads shall be designed as local streets.

RESPONSE: *The proposed roadway will allow for commercial and industrial access onto a collector street or local street. Property-specific access to the roadway will be regulated by the City at a future design phase or a land use action and is not applicable to the proposed TSP amendment. This criterion is met.*

Policy 8: The City will adopt access control and spacing standards for all arterial and collector streets to improve safety and promote efficient through street movement. Access control measures shall be generally consistent with Washington County access guidelines to ensure consistency on city and county roads.

RESPONSE: *The proposed roadway will align with an existing signalized access at SW Baler Way. This TSP amendment does not propose to change the City's or County's adopted standards for access control or spacing for arterials or collectors. This criterion is met.*

APPLICABLE STATEWIDE PLANNING GOALS

GOAL 1 (Citizen Involvement)

RESPONSE: *The applicant, Washington County provided notification for and conducted a neighborhood meeting in compliance with the public notification requirements for a Type V land use application. Further public notice is to be provided by the City of Sherwood which includes opportunities for written and oral testimony at public hearings before the Planning Commission and City Council. This criterion is met.*

GOAL 2 (Land Use Planning)

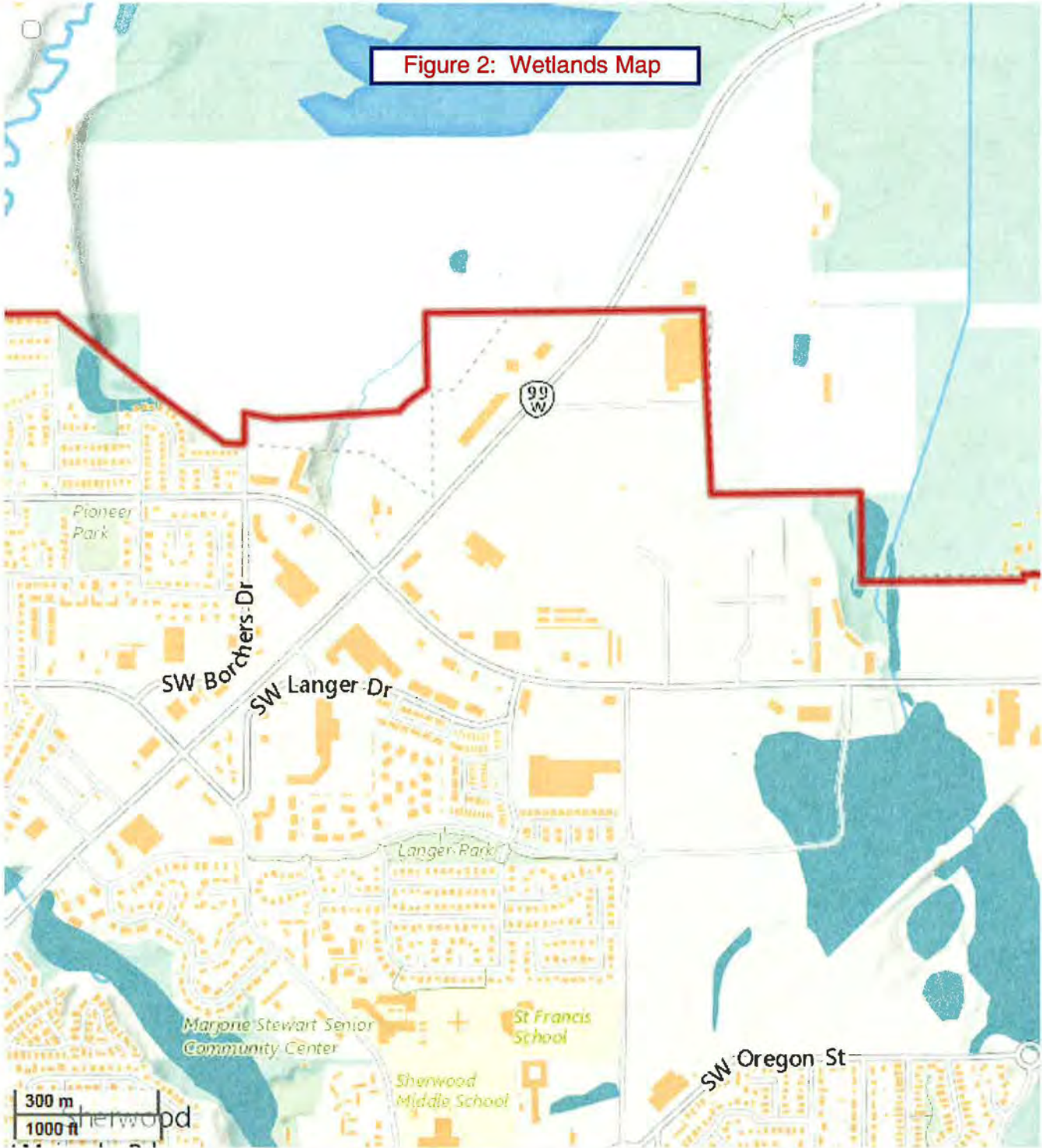
RESPONSE: *The applicant, Washington County, has addressed all applicable land use approval criteria for a TSP map amendment. The application will be reviewed by the City of Sherwood in accordance with the approval process for a Type V (Legislative) land use application. This criterion is met.*

GOAL 12 (Transportation)

RESPONSE: *Goal 12 is implemented through the Transportation Planning Rule ("TPR"). As demonstrated in the previous responses for Transportation Planning Rule Consistency under 16.80.030 - Review Criteria, the proposal is consistent with the TPR. Therefore, the proposal is consistent with Goal 12. This criterion is met.*

PROPOSED SHERWOOD TSP AMENDMENT
BALER WAY EXTENSION
FIGURE 1





Data Resource Center
600 NE Grand Ave, Portland, OR 97232
503.797.1742 – drc@oregonmetro.gov

This Web site is offered as a public service, integrating various government records into a region-wide mapping system. The property assessment records are a multi-county integration of Clackamas, Multnomah and Washington County records. MetroMap blends each county's records into a common database on a quarterly basis. Therefore, to view each county's official records, go to their respective web sites or offices. The other MetroMap data are derived from city, county, state, federal and Metro sources. The metadata (data about the data) are included on this site, including the sources to be consulted for verification of the information contained herein. It describes some cases where Metro blends city and county records by generalizing the disparities. Metro assumes no legal responsibility for the compilation of multi-source government information displayed by Metro Map.

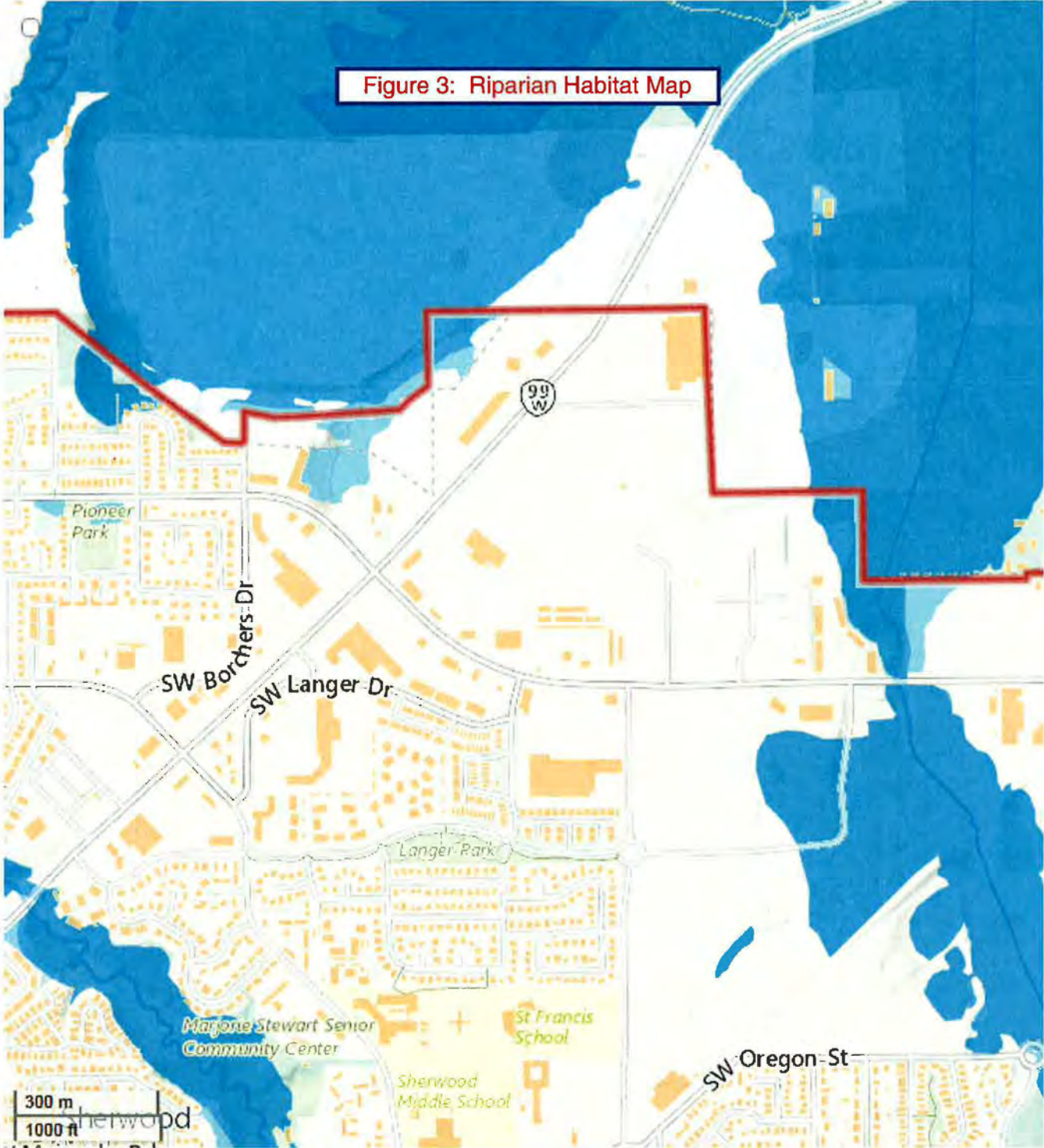


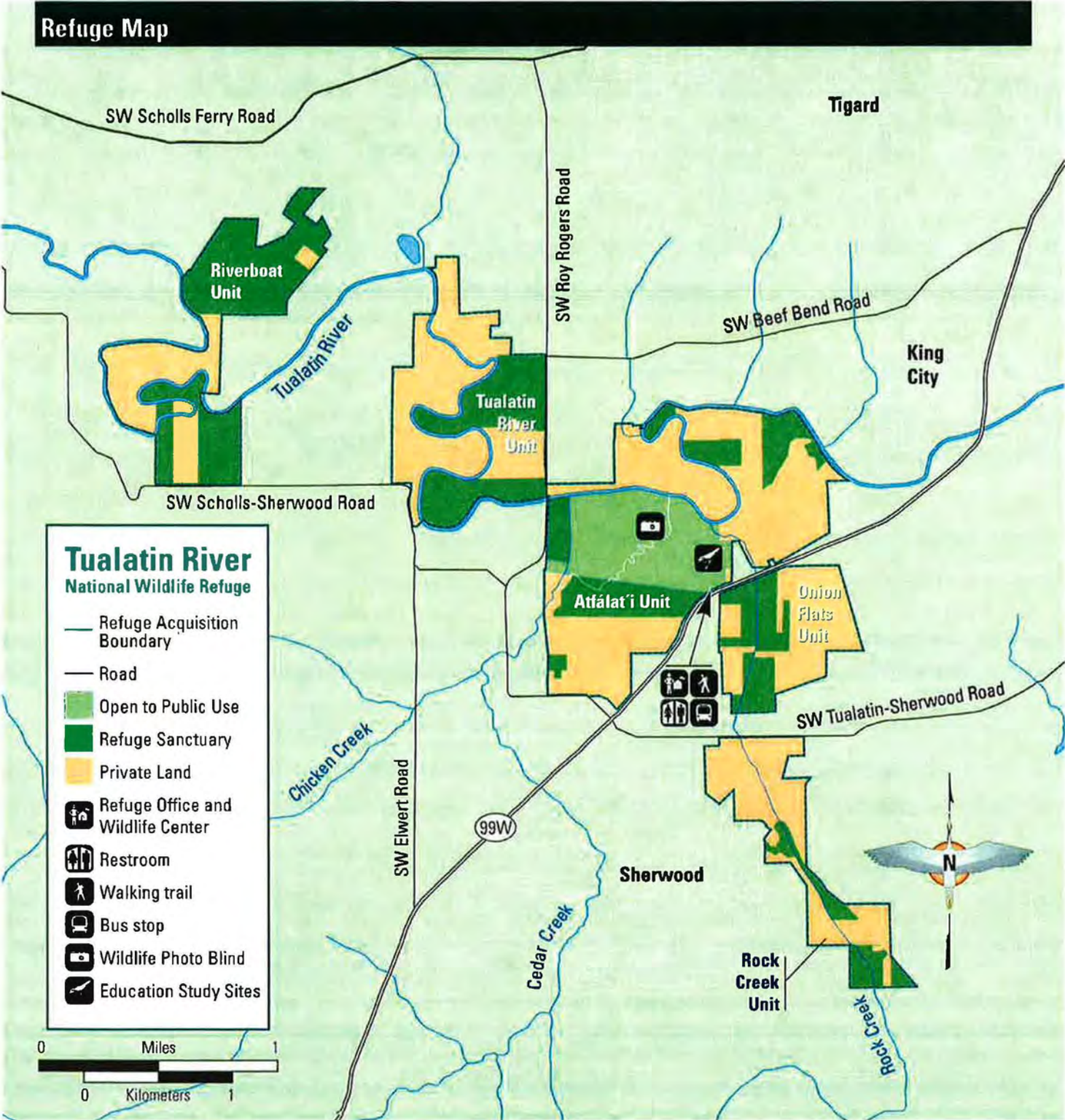
Figure 3: Riparian Habitat Map



Data Resource Center
600 NE Grand Ave, Portland, OR 97232
503.797.1742 – drc@oregonmetro.gov

This Web site is offered as a public service, integrating various government records into a region-wide mapping system. The property assessment records are a multi-county integration of Clackamas, Multnomah and Washington County records. MetroMap blends each county's records into a common database on a quarterly basis. Therefore, to view each county's official records, go to their respective web sites or offices. The other MetroMap data are derived from city, county, state, federal and Metro sources. The metadata (data about the data) are included on this site, including the sources to be consulted for verification of the information contained herein. It describes some cases where Metro blends city and county records by generalizing the disparities. Metro assumes no legal responsibility for the compilation of multi-source government information displayed by Metro Map.

Figure 4: Tualatin River National Wildlife Refuge





720 SW Washington St.
Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

MEMORANDUM

DATE: September 17, 2013

TO: Ben Austin, HHPR

FROM: Peter Coffey, PE
Ben Fuller, EIT

SUBJECT: **Sherwood TSP Amendment for Roadway Connections—Baler Extension**

P#12038-001

This memorandum summarizes the impacts of an amendment to the City of Sherwood Transportation System Plan (TSP)¹ that would modify the planned future street system by adding additional connectivity. Specifically, the amendment would include modifying two maps in the TSP (the “Functional Class” map and “Streets Where ROW is Planned for More Than Two Lanes” map) to include the proposed Baler Way extension from Tualatin-Sherwood Road to the future extension of Adams Avenue. The primary purpose of this study is to develop system connectivity improvements to address traffic capacity and safety issues in the area. The overall impacts of the proposed amendments (traffic volumes and intersection operations) were analyzed and indicated that the proposed amendment would not significantly impact the transportation system and therefore complies with OAR 660-012-0060 (Transportation Planning Rule). Additional transportation system improvements beyond the proposed street extensions would not be required to mitigate system impacts.

BACKGROUND AND CONTEXT

The following section provides background and context for several planning elements: current planning projects, Sherwood’s TSP, and relevant past planning studies.

Current Planning Projects

Washington County has been planning for future corridor improvements to Tualatin-Sherwood Road. Through this planning process, the County is addressing safety and capacity issues on Tualatin-Sherwood Road through the City of Sherwood area. The approach to addressing these issues includes four primary elements:

1. Access Management
2. Roadway Widening
3. Intelligent Transportation Systems (ITS)
4. Off-Corridor Circulation

The roadway widening and access management elements are being addressed as part of the MSTIP 3d Tualatin-Sherwood Road (Adams to Borchers) project, which is currently in design. The ITS element will be evaluated over

¹ City of Sherwood Transportation System Plan, March 2005.

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the next year as the County implements improved traffic signal timing along Tualatin-Sherwood Road from Teton Avenue to OR 99W and along OR 99W from the Home Depot intersection to Sunset Boulevard with the possibility of using adaptive signal timing.

This TSP amendment summarized in this memorandum addresses the off-corridor circulation element. This memorandum focuses on the potential Baler Way extension in the area north of Tualatin-Sherwood Road between Highway 99W and Adams Avenue.

Sherwood TSP

Sherwood's TSP was adopted in March 2005.² The TSP provides a framework for a transportation system that guides future growth in Sherwood, including functional class and mapping of existing and planned future roads. The TSP has a planning horizon of year 2020 and is currently being updated to address Metro compliance requirements and include a horizon year of 2035. The proposed amendment to the TSP would include updating Figure 8-1: Functional Class and Figure 8-7: Streets Where ROW is Planned for More Than Two Lanes.

Previous Planning Studies

Several significant planning studies in and around Sherwood have been completed since the TSP was adopted in 2005. These studies include both concept planning for new growth areas (Brookman, Tonquin Employment, Adams, etc.) as well as planning for future transportation corridors (Adams Avenue, 124th Avenue, 99W/I-5 Connector, etc.). Two particular studies that are directly relevant for the proposed TSP amendments are the I-5 to 99W Connector Project³ and Adams Avenue North Concept Plan⁴.

The I-5 to 99W Connector Project analyzed options for improving transportation movements between the I-5 and 99W corridors. The Project Steering Committee recommended Alternative 7, which included a variety of transportation system improvements as shown in Figure 1. These improvements included both a new "Connector" facility south of Sherwood and improvements to the "northern arterial". The northern arterial would be composed of enhancements to existing roads (Herman Road through Tualatin) and new road extensions (between Cipole Road and Adams Avenue through Sherwood). The western terminus of the facility is planned to connect to Adams Avenue, which further connects to both Tualatin-Sherwood Road and Highway 99W. The recommended improvements from the I-5 to 99W study that are not part of the "southern arterial" (green band shown in Figure 1) have since been included in Metro's Regional Transportation Plan (RTP) as financially-constrained project # 11179 (I-5 to 99W replacement projects - Construct improvements consistent with recommendations from I-5/99W connector process).⁵ Improvements related to the "southern arterial" are also included in the RTP in four other projects (right of way, initial construction, connections to other arterials, and widening) but are not included in the financially constrained subset.

² City of Sherwood, Oregon, Ordinance 2005-006, March 15, 2005.

³ I-5 to 99W Connector Project, <http://www.i5to99w.org/index.php>, accessed August 2013.

⁴ *Adams Avenue North Concept Plan*, August 2009.

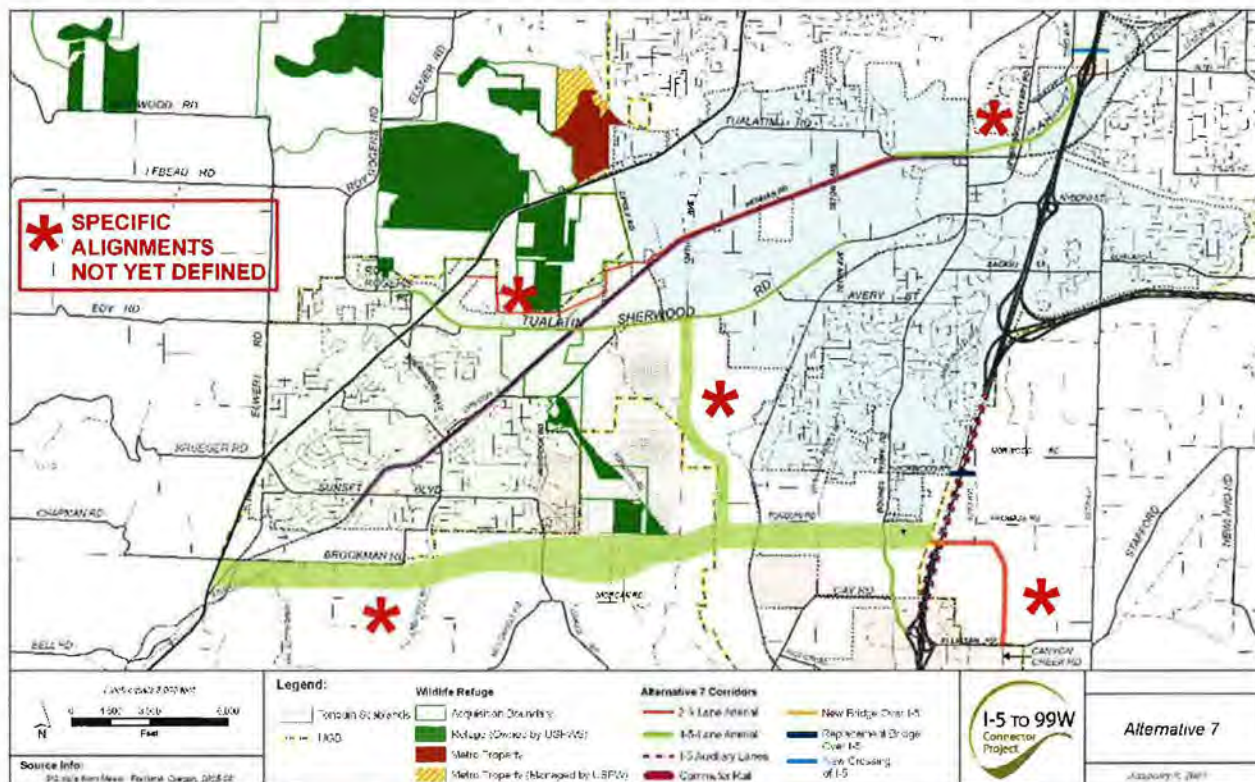
⁵ 2035 Regional Transportation Plan Final 2035 RTP Project List published October 4, 2010, http://library.oregonmetro.gov/files//2035_rtp_project_list_final_100410.xls, accessed August 2013.



Sherwood TSP Amendment for Roadway Connections—Baler Extension

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**Figure 1: I-5 to 99W Connector Project Alternative 7
(With Northern Arterial Connecting Herman Road to Adams Avenue)**

The Adams Avenue North Concept Plan provided a concept for future land use types and the transportation system for the area generally bounded by Highway 99W to the west, Tualatin-Sherwood Road to the south, and Adams Avenue to the east and north. The plan included a street network (Figure 2) with the following elements: Adams Avenue connecting Tualatin-Sherwood Road to Highway 99W, a north-south road connecting Adams Avenue (near Home Depot) and providing access to properties, an east-west connection from the north-south road to Adams Avenue, and a potential future road connection from the north-south road southward (which could connect to Baler Way).



Sherwood TSP Amendment for Roadway Connections—Baler Extension

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Figure 2 – Adams Avenue North Concept Plan and Roadway Network

The proposed amendment to the Sherwood TSP is consistent and compatible with both of the plans (I-5 to 99W Connector and Adams Avenue North Concept Plan) that were completed since the Sherwood TSP. Specifically, the proposed element of an extension of Baler Way is consistent with the road network included in the Adams Avenue North Concept Plan. Planning for a collector connection from Baler Way to the northern arterial terminus at Adams Avenue would provide enhanced connectivity that compliments the recommended improvements from the I-5 to 99W Connector Project.



ASSUMPTIONS AND METHODOLOGY

The proposed TSP amendments were analyzed to determine potential traffic impacts. The following sections describe the assumptions and methodology used to evaluate the transportation system impacts resulting from the potential Baler Way extension.

Scenarios

The following two scenarios for the year 2035 PM peak hour were selected for analysis to determine transportation system impacts that may result from the potential Baler Way extension:

- 1) Baseline Network Scenario
- 2) Baler Extension Scenario

The Baseline Network is consistent with Option 1 for the on-going MSTIP 3d Tualatin-Sherwood Road (Adams to Borchers) project⁶. This project includes widening Tualatin-Sherwood Road between Adams Avenue and Borchers Drive, and would remove the theater/shopping center signal along Tualatin-Sherwood Road. The Baseline Network also assumes most of the financially constrained projects in the 2035 Regional Transportation Plan (2035), which include:

- Widening of Roy Rogers Road from three to five lanes between Borchers Drive and Highway 99W (RTP #10708)
- Widening of Tualatin-Sherwood Road from three to five lanes between Highway 99W and Teton Avenue (RTP #10568)
- Extension of Adams Avenue from Tualatin-Sherwood Road to Highway 99W and signaling the intersection at Tualatin-Sherwood Road/Adams Avenue (RTP #10677)
- Extension of 124th Avenue from Tualatin-Sherwood Road to Tonquin Road (RTP #10736)
- Widening of Tonquin Road from two to three lanes (RTP# 10590)

The Baseline Network is also consistent with the I-5 to 99W Connector Project and the Adams Avenue North Concept Plan. The I-5 to 99W Connector Project would extend Herman Road to the future Adams Avenue extension as a parallel route to Tualatin-Sherwood Road. Other connectivity improvements associated with the I-5 to 99W Connector Project are assumed except for the “I-5/99W Southern Arterial” as it is not included in the financially constrained RTP project list.

The Adams Avenue North Concept Plan identifies guidance for how the area north of Tualatin-Sherwood Road between Highway 99W and Olds Place could develop, and shows the Adams Avenue extension design. The concept plan also identifies potential future road connections within the concept area, which align with the potential Baler extension.

The Baler Extension Scenario includes two roadway segments that were not included in the Baseline Network Scenario. First, Baler Road would be extended as a collector roadway to connect to Adams Avenue at the

⁶ Tualatin-Sherwood Road Project, <http://tsroadproject.com>, accessed August 2013.



Sherwood TSP Amendment for Roadway Connections—Baler Extension

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northern arterial. Second, a local road to provide access to properties within the Adams Avenue North Concept Area would connect to the proposed Baler extension. All other network elements would be the same as assumed for the Baseline Network Scenario.

Study Area

Figure 3 shows the project study area, planned RTP extensions, and the proposed Baler Way extension. The study area includes four study intersections:

- Highway 99W/Adams Avenue
- Highway 99W/Tualatin-Sherwood Road
- Tualatin-Sherwood Road/Baler Way
- Tualatin-Sherwood Road/Adams Avenue



Figure 3: Study Area

Table 1 summarizes the existing characteristics of the study area roadways including roadway jurisdiction, functional classification, travel lanes, posted speed limit, parking, sidewalks, and bike lanes.



Table 1: Existing Study Area Roadway Characteristics

Roadway	Jurisdiction	Functional Classification	Travel Lanes	Speed Limit	On-Street Parking	Side-walks	Bike Lanes
Highway 99W	ODOT	Statewide, NHS*, Freight Route	4-6 Lanes (Divided)	45 mph	No	No	Shoulders
Tualatin-Sherwood Road	Washington County	Arterial†	3-6 Lanes	35/45 mph**	No	Yes	Yes
Baler Way (North of Langer Drive)	City of Sherwood	Collector†	4 Lanes	25 mph	No	Yes	No
Roy Rogers Road	Washington County	Arterial†	3 Lanes	35 mph	No	Yes	No
Adams Avenue (South of Tualatin-Sherwood Road)	City of Sherwood	Collector†	4 Lanes	25 mph	No	Yes	No
Adams Avenue (North of Tualatin-Sherwood Road)	City of Sherwood	Future Collector†	N/A	N/A	N/A	N/A	N/A

*NHS = National Highway System

**Tualatin-Sherwood Road is 35 mph west of Adams Avenue and 45 mph east

†Aligns with Washington County and City of Sherwood Functional Classification

Access

The functional classification of a street describes how it should be managed and operated with respect to mobility and access. Therefore, the functional classification of roadways and each jurisdiction’s associated policies and standards will impact the development of connectivity options for the study area. The City of Sherwood, Washington County, and ODOT all have access spacing standards for roadways under their jurisdiction that indicate the desired separation between street and driveway intersections. The proposed Baler extension must satisfy these standards.

City of Sherwood

The City of Sherwood only maintains jurisdiction over several collector and local streets within the study area. On collector streets, intersections should be spaced between 100 and 400 feet apart.⁷ There is no access spacing standard for local streets.

Washington County

Washington County access spacing standards for arterials require a minimum of 600 feet between intersections, and a minimum of 100 feet between driveways for collectors.⁸ In addition, Washington County’s Community Development Code specifies that arterial roadways shall only be intersected by collectors or other arterials.⁹

⁷ City of Sherwood Transportation System Plan, March 2005, Table 8-12.

⁸ Washington County Community Development Code, Article V: Public Facilities and Services, 501-8.5(B), November 2012.

⁹ Ibid.



Therefore, to meet Washington County’s Community Development Code, the proposed extension of Baler Way must be a collector or arterial roadway.

Motor Vehicle Volume Forecasts

The 2035 traffic projections and potential traffic shifts related to the proposed street extensions were developed using the travel demand model applied for the Tualatin-Sherwood Road Project. The refined travel demand model is based on the West Side Metro travel demand model developed by Washington County¹⁰. The model is generally based on Metro’s 2035 Regional Transportation Plan (RTP)¹¹ financially constrained transportation system street network and Metro’s “Beta” land use¹² and contains additional refinements and calibration.

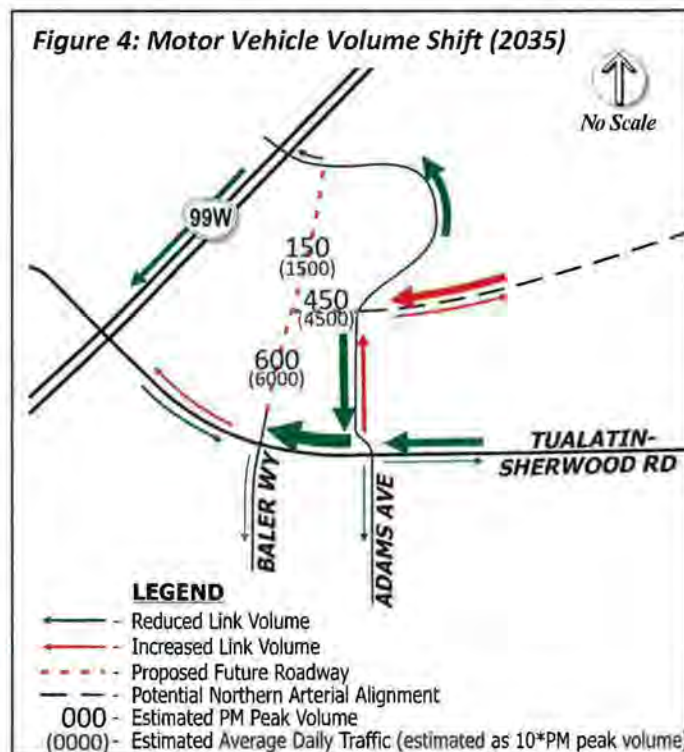
To further refine the forecasts, a sub-area model was developed for the study area that includes all public streets and utilizes HCM node delays for trip assignment in order to evaluate changes in circulation and traffic control. The boundaries for the sub-area model include 124th Avenue at Highway 99W to the northeast, Roy Rogers Road at the UGB to the northwest, Highway 99W at Meinecke Parkway to the southwest, the rail south of Old Town, and 124th Avenue to the east.

FUTURE TRANSPORTATION SYSTEM IMPACTS

The following sections summarize the analysis of potential transportation impacts related to traffic flow and intersections operations resulting from the proposed Baler Way extension.

Traffic Circulation Shifts

Potential traffic shifts that would result from the proposed roadway extensions were estimated using the mesoscopic subarea travel demand model. Figure 4 shows the projected shift in 2035 PM peak hour motor vehicle volume as a result of the Baler Way extension, as well as estimates of PM peak hour volumes along the proposed future roadways. The thickness of the arrows represents the relative change in street traffic volumes. Streets without arrows are not expected to experience significant traffic volume changes. The following general traffic



Note: Arrow thickness represents change in volume

¹⁰ Phone conversation with Steve L. Kelley, Washington County, March 5, 2012.

¹¹ 2035 Regional Transportation Plan. Metro. June 2010.

¹² Administrative Interpretation of 2035 Regional Transportation Plan, No 2012-2, Letter from John Williams, Metro, May 2, 2012.



patterns are anticipated to result from the proposed roadway extensions:

- Westbound traffic on Tualatin Sherwood Road would reduce and shift to the northern arterial to access the proposed roadway connections.
- Northbound traffic destined to properties north of Tualatin-Sherwood Road from Baler Way would instead shift to Adams Avenue (north of Tualatin-Sherwood Road) to access the new roadway connections.
- Southbound traffic on Highway 99W would shift to Adams Avenue and the proposed local road extension in place of accessing properties via Tualatin-Sherwood Road.
- Some eastbound traffic leaving the Adams Avenue Concept Area via Baler Way, Adams Avenue and Tualatin-Sherwood Road would be able to shift to the northern arterial connection. As indicated in Figure 4, this shift would be a lesser magnitude than the westbound shift from Tualatin-Sherwood to the northern arterial.

Traffic volumes resulting from the above traffic shifts are included as attachments with the intersection capacity analysis worksheets.

Intersection Operations

Traffic operations for the two scenarios were analyzed at the study intersections and compared to the applicable jurisdiction's adopted mobility targets.

Mobility Targets

The City of Sherwood, Washington County, and ODOT each have mobility targets for intersections under their jurisdiction. These targets define an acceptable level of mobility through the following performance measures:

- **Level of service (LOS):** A "report card" rating (A through F) based on the average delay (seconds per vehicle) experienced by vehicles at the intersection. LOS A, B, and C indicate conditions where traffic moves without significant delays over periods of peak hour travel demand. LOS D and E are progressively worse operating conditions. LOS F represents conditions where average vehicle delay has become excessive and demand is near or over capacity; this condition is typically evident in long queues.
- **Volume-to-capacity (V/C) ratio:** A decimal representation (between 0.00 and 1.00) of the proportion of capacity that is being used (i.e., the saturation). It is determined by dividing the peak hour traffic volume by the hourly capacity of a given turn movement, approach leg, or intersection. A lower ratio indicates smooth operations and minimal delays. As the ratio approaches 1.00, congestion increases and performance is reduced. At 1.00, demand is greater than capacity and the turn movement, approach leg, or intersection is oversaturated—this results in excessive queues and long delays.

Intersection Operations

The 2035 PM peak hour study intersection operations were developed based on the *2000 Highway Capacity Manual Methodology*.¹³ The estimated average delay, level of service (LOS) and volume-to-capacity (V/C) ratios are listed in Table 2 for both the Baseline Network and the Baler Extension scenarios.

¹³ *2000 Highway Capacity Manual*, Transportation Research Board, Washington DC, 2000.



Table 2: 2035 Study Intersection Operations (PM Peak Hour)

Intersection	Mobility Target	Baseline Network Scenario			Baler Extension Scenario		
		Delay	LOS	V/C	Delay	LOS	V/C
Highway 99W/Adams Avenue	V/C ≤ 1.1 ^A	33.2	C	0.97	31.1	C	0.95
Highway 99W/Tualatin-Sherwood Road	V/C ≤ 1.1 ^A	47.8	D	0.98	47.3	D	0.99
Tualatin-Sherwood Road/Baler Way	V/C ≤ 0.99 ^B	19.4	B	0.63	25.8	C	0.67
Tualatin-Sherwood Road/Adams Avenue	V/C ≤ 0.99 ^B	31.4	C	0.82	30.1	C	0.80

^A ODOT mobility target

^B Washington County mobility target

Delay = average stopped delay per vehicle (sec)

Bolded and red indicates intersection exceeds mobility target

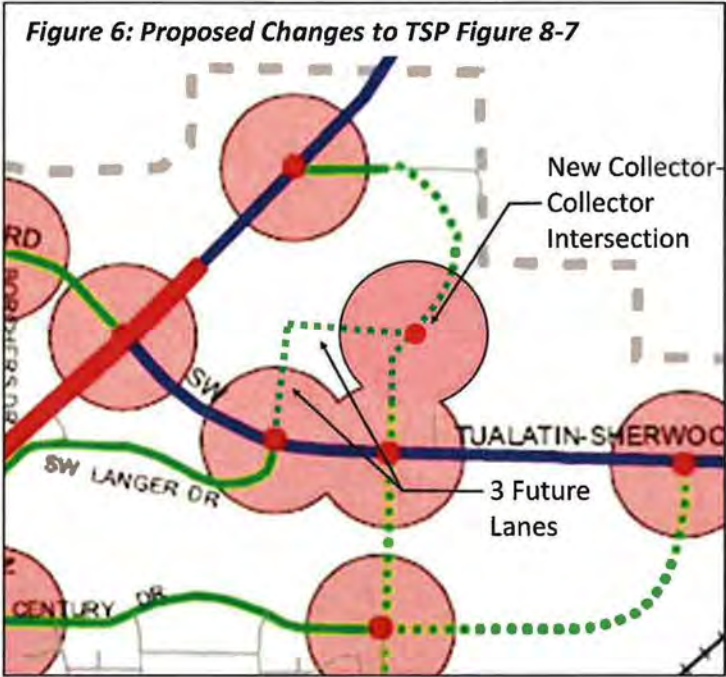
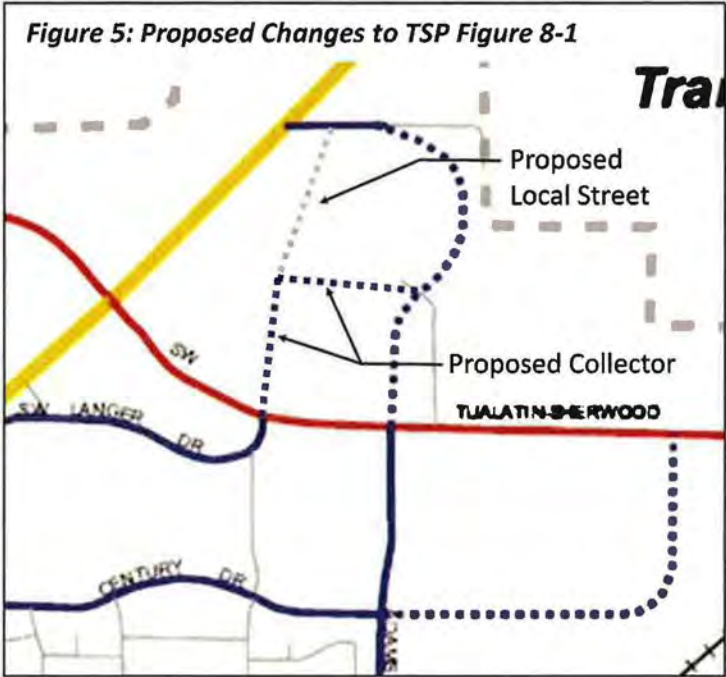
As listed in Table 2, the proposed Baler extension is expected to have minimal impacts on study intersections, with the V/C ratio increasing by 0.04 or less at all intersections. Two intersections (Highway 99W/Adams Avenue and Tualatin-Sherwood Road/Adams Avenue) would have improved operations with the proposed extension. As a result, all study intersections are expected to remain within mobility targets, thus satisfying Transportation Planning Rule (TPR) requirements of no significant impact.

FINDINGS

The traffic analysis indicates that the proposed street extension would meet TPR requirements and that it would not result in a significant effect to the transportation system. The key findings of this study are summarized below:

- The proposed TSP amendment includes an extension of Baler Way from Tualatin-Sherwood Road to Adams Avenue at the east as a collector, and a local road connecting the Baler Way extension to Adams Avenue to the north. These proposed modifications to the transportation network are consistent with previous local plans that have been completed since the Sherwood TSP was adopted in 2005.
- The proposed Baler Way extension is expected to have minimal impacts to study intersections; all intersections are projected to meet mobility targets.
- The proposed Baler Way extension will meet access management standards.
- The segment connecting Baler Way at Tualatin-Sherwood Road to the northern arterial at Adams Avenue shall be a collector street. This facility would provide enhanced regional connectivity and connect Baler Way (which is currently a collector south of Tualatin-Sherwood Road) to the proposed northern arterial, which would provide a regional connection.
- The north segment should be a local street as its primary function is to serve local land uses as planned in the Adams Avenue North Concept Plan. There will likely be limited motor vehicle turning movements at the local street intersection with Adams Avenue near Home Depot due to the close spacing to Highway 99W.

Recommended amendments to the Sherwood TSP figures are shown in Figures 5 and 6.






Affidavit of Mailing

DATE: August 6, 2013

STATE OF OREGON)
)
Washington County)

I, Kim Haughn, representative for the Sherwood TSP Amendments 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 6/27/13, 7/2/13 & 7/8/13


Representatives Name: Kim Haughn
Name of the Organization: Washington County



NEIGHBORHOOD MEETING SIGN IN SHEET

Proposed Project: Sherwood TSP Amendments

Proposed Project Location: Hwy 99W and Baker Extension

Project Contact: Dan Erpenbach, Washington County

Meeting Location: Sherwood Police Department

Meeting Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Kathryn Anderson Schach	25925 SW Kenneth Ave OR 97106	kath2022@ aw.com net		✓		
CHERYL HART	20510 SW ROY ROGERS	oregonchart@comcast.	✓	✓		✓
JOHN CARSWELL	20510 SW ROY ROGERS	JohnC@swell.HUNTERS RIDGE@GMAIL.COM		✓	✓	✓
S. VIKS	20512 SW P. ROGERS		✓			
ROB BLAZEK	15762 SW 7TH TIGARD	rblazek@equitygroup.com				✓
Dave + Carmen Robins	20512 SW Roy Rogers	ROBINSDL@gmail.com	✓	✓		
Karyn Gharib	20508 SW Roy Rogers Rd	karyng64@hotmail.com	✓	✓		

Updated October 2010

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Delores Fuldner	2537 E Roy Jayels	_____	<input checked="" type="checkbox"/>			
SCOTT PHELAN	22292 SW FISK TER	_____	<input checked="" type="checkbox"/>			
PETE SCHMIDT	19255 SW PACIFIC HWY SHERWOOD 97140	PETER_SCHMIDT@EWS.GOV				GOVT
Liz Bacon	15899 SW Baker Way	nopechild@yahoo	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Walter Bell	20294 SW Lavender Pl	wbell5@comcast.net	<input checked="" type="checkbox"/>			
Barbara Johansen	20439 SW Lavender Pl	_____	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Joni Hammond	20763 SW Nettle Pl	jonimikeduck@hotmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Bob Lake	22915 SW Kirby		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
BRIAN THOMAS	1501 SW Taylor, Suite 100 Portland, OR 97205	bthomasey@seainvestments.com		<input checked="" type="checkbox"/>		
Tina Silver	20605 SW Jonquod Terr	silvercam96@yahoo.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Scott Steckley	2800 E 9th St., Newberg	steckleys@allco.net				Engl.
Philip G. Galt	6501 SW Maden Ave	Philip G. Galt, PE				Atty

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Barb Anderson	18007 SW Belton Rd Sherwood, OR 97140			X		
Arnold Conzelmann	11964 S. V. 175 th Ave Beaverton					
Anne Sweeney	20512 SW Roy Rogers Rd #221					
Janis Barnes	26508 SW Roy Rogers Rd #227			X		
Angie Lewis	" " " " " "			X		
MARK MUGA	16440 SW LANCEA DR				X	
Pat Kristman	17023 SW Family Way		X	X		
Walter Ruffel	3234 N. E. Wasco Pt Or			X		
Ryan Kiewert	20508 SW Roy Rogers Rd unit 228			X		
Dantine deRoover	20330 Sullavender Pl		X			
Don Lu	20512 SW Roy Rogers Rd #223		X			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
ERHART STEINBORN	PO Box 938 Sherwood	ef.steinborn2@frontier.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
JIM MORSE	5930 S.W. JEAN RD. LD. 97035	JKM@PAC.LUMBER.com		<input checked="" type="checkbox"/>		
Joel Stenning	20280 SW Lavender	joel.stenning@frontier.com		<input checked="" type="checkbox"/>		
Rene Duricka	20378 SW Lavender Pl	parents@duricka.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Mike Leonard	20364 SW Lavender		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Kris Covert	20252 SW Lavender Terr Sherwood	Kris.covert@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Tobi Bodway	20497 SW Arnold Pl	tobibodway@yahoo	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Walter Stees	20508 SW Ray Rogers Rd	shmrackk@comcast.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John Stees	" " "	" "	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John M. Hummer	20512 SW Ray Rogers Rd #114	ln-hummer@comcast.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Nancy Taylor	17036 SW Lynley Way	ntaylor@ad.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
BOB GRANT	CITY OF SHERWOOD					<input checked="" type="checkbox"/>

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
Rick Saltero	ALBERTSONS #579	500579.dir@ALBERTSONS.com			/	
Pam + Clarence Kinger	5585 SW Tual/Stroud Rd	pamela.kinger@frontier.com				
Sharon Thompson	20508 SW Roy Rogers Rd	slyNN100@yahoo.com	/			
Juan Jimson	22466 SW Notting Lam Ct					✓
Travis Spreen	20488 SW Lavender Pl	tspreen@comcast.net		✓		
MATTLANGER	21315 SW BAKER WY	matt.langer04@gmail.com	✓	✓	✓	
CHRIS DANIEL	5335 SW HAZARD RD #10	cdaniel@premiercenters.com		✓	✓	
Debra Annun	20510 SW Roy Rogers Rd #304	debrakayannun@yahoo.com		✓		
PAUL MAUER	17059 SW BAKER WY		✓	✓		
Stephen Emery	20547 SW Lavender PL. Sherwood	steve.emery@comcast.net	✓	✓		
Amber Dahl	20945 SW Peace Hwy Sherwood			✓	✓	
Amber Dahl	20487 SW Lavender Pl Sherwood	amberdahl@gmail.com	✓			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
JEFF ARNTSON	801 MAIN ST. VASCO, WA	JEFFA@ALBINA.COM		X	X	
MARK SCOTT	20260 SW Pacific Hwy	mark-scott@homedpot.com			X	
MARINE PRATT	20508 Roy Rogers Rd	—				X
Alvin Bergen	20512 SW Roy Rogers Rd	alberg126@hotmail.com		X		
Steve Salvatore	20471 SW Roy Rogers Rd.	salvatore6766@hotmail.com				X
Margaret Speight	20015 SW Pacific Hwy	maggiesp8@speight.us		✓	✓	
Cam Dumas	22631 SW SANDERS DR		X	X	X	X
Mike Coenen	17112 SW Green Haven Dr	m.coenen@comcast.net	X	X		

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
John Olson	20512 SW Roy Eugene St	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Lisa Stenning	20280 SW Lavender Pl		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
John McManis	16548 SW Sidney Ln		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Eugene Stewart	PO Box 534	Eugene5103@aol.com		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Lee McClure	20512 SW Roy Eugene St	lee.mclure1@gmail.com				
Chris Flores	16690 SW Daffodil St Sherwood, OR 97140	chrisjflores@gmail.com	<input checked="" type="checkbox"/>			

Continued sign-in sheet for proposed project: Sherwood TSP Amendments Date: 7/17/2013

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
ANTHONY D. BEVEL	17036 SW LYNNLY WAY	RUGBY BEVEL @ AOL com	X			

**July 17, 2013 Neighborhood Meeting Summary
for Proposed Amendments to City of Sherwood Transportation System Plan**

Applicant:	Dan Erpenbach, Washington County Department of Land Use and Transportation
Project Team:	Ben Austin, Harper Houf Peterson Righellis Inc. Stefanie Slyman, Harper Houf Peterson Righellis Inc. Peter Coffey, DKS Associates
Meeting Time and Date:	5:30PM – 7:30PM; July 17, 2013
Meeting Location:	Sherwood Police Department, Community Room 20495 SW Borchers Dr., Sherwood, OR
Noticing:	<p>The Washington County Department of Land Use and Development provided required noticing for the neighborhood meeting with a postcard that included meeting information, type of land use action proposed, and proposed road locations. See Figure 1 for noticing information included in the postcard mailer.</p> <p>Notice was sent via U.S Mail to property owners within 1,000' radius of the proposed TSP amendment alignments postmarked June 27 and July 8. An additional courtesy bulk mailing to the postal carrier routes in these areas was postmarked on July 2.</p> <p>E-mail notification was also given as a courtesy to parties who had previously expressed interest in the separate Tualatin Sherwood Road widening project.</p>
Meeting Participants:	72 people signed into the meeting as documented in the attached sign-in sheets. See attached Meeting Sign In Sheets.

SUMMARY OF PRESENTATION AND COMMENTS RECEIVED

5:30 Welcome

Stefanie Slyman of Harper Houf Peterson Righellis Inc. welcomed meeting participants, introduced the project team, reviewed the meeting purpose and agenda, and asked participants for questions or concerns about the purpose of the meeting or its format. No questions or issues were raised.

5:40 TSP Plan Amendment Process

Stefanie Slyman described the Type V (Legislative) land use process associated with the proposed amendments to the City of Sherwood's Transportation System Plan (TSP). She explained that the extent of the request is at the planning level and is limited to the general location and functional classification of the two proposed roads. The City's current TSP Figure 8-1 was shown to indicate a map would be amended by the proposal and the level of detail entailed. She further explained that the TSP amendment does not address specific alignments or design nor does it identify impacts, cost, funding, or timing. She also described the City's decision-making process for the TSP amendment, to include public hearings before the Planning Commission and City Council, with the decision to be made by the Council. She noted that future notification regarding the application would be made by the City per the requirements for Type V Legislative reviews, not by the County.

5:45 Tualatin Sherwood Road Big Picture

Dan Erpenbach of Washington County discussed why the County is proposing to amend the City's TSP to add two new roadways. One roadway would begin at Highway 99W, north of Roy Rogers Road, and continue west; the other would begin at Tualatin-Sherwood Road and create an extension of Baler Way to the north. Roy Rogers Road and Tualatin-Sherwood Road are under county jurisdiction. Both roads suffer from heavy traffic congestion creating operational and safety issues. The County is implementing four strategies to relieve congestion, improve operations, and improve safety; the strategies include:

1. Widening of Tualatin-Sherwood and Roy Rogers Roads
2. Implementing an Intelligent Traffic System (ITS) from I-5 to Borchers
3. Managing Accesses along Tualatin-Sherwood and Roy Rogers Roads
4. Creating Off-Corridor Circulation

The first strategy, widening Tualatin-Sherwood and Roy Rogers Roads, will be implemented with the completion of the current road widening project. The first phase of the ITS strategy, from I-5 to Teton, has been implemented and the second phase, from Teton to Borchers, will be constructed during the road widening project and implemented at the completion of the widening project.

The proposed TSP amendments address the third and fourth strategies. Washington County recognizes there are properties within the Roy Rogers / Tualatin-Sherwood corridor that can be developed. The county would like to be ahead of the developments and have an adopted TSP in place that address

where accesses should be located. Having an access and circulation plan in place ahead of development will keep from having to react to traffic created after development.

The 99W TSP amendment proposal addresses access and circulation for the properties northwest of the Roy Rogers / 99W intersection. Requiring access off of 99W, at the existing signal, may allow the access off of Roy Rogers to be closed (the Roy Rogers access does not meet access spacing standards). Local business access and circulation can be performed once within the development(s) instead of using the 99W and Roy Rogers corridors.

The Baler extension TSP amendment proposal addresses access and circulation for the properties north of the existing Baler / Tualatin-Sherwood signal. The proposed amendment is consistent with the City's adopted Adams Avenue concept plan. Local business access and circulation can be performed coming off of the proposed road eliminating the potential for multiple accesses off of Tualatin-Sherwood Road.

The proposed TSP amendments will allow some relief to the congestion along the Tualatin-Sherwood / Roy Rogers corridor by allowing better management of accesses and aid in the planning of off-corridor circulation.

6:00 Presentation of Proposed Roadways

Ben Austin of Harper Houf Peterson Righellis Inc. presented an updated map to indicate the extent of the roadways proposed by the County to amend the City's TSP. As shown in the attached **Figure 2**, the yellow dashed lines indicate the approximate length and location of the roads to be proposed. The gray dashed lines indicate where future connectivity could be achieved. The yellow and gray dashed lines together are consistent with the length and location of the roadways as provided in the notice mailed to property owners within 1,000' of the proposed alignments.

At the meeting, the County noted that the gray dashed lines shown on the Hwy 99W connection will not be proposed by the County as part of the current TSP amendment. The gray dashed lines shown on the Baler Extension are still under consideration for the amendment pending further consultation with the City and findings of a traffic study.

Peter Coffey of DKS Associates noted that the County intends to propose these roads as Collectors; however, this is to be confirmed by the traffic study which will identify the appropriate functional classification and identify benefits of the roadways to Tualatin Sherwood Road.

6:15 Q&A

Stefanie Slyman facilitated the session in a format that allowed all participants who wished to speak the opportunity to ask questions or provide feedback. Questions and comments were first solicited regarding the Highway 99W alignment, followed by a brief break, and then comments were further solicited regarding the Baler extension. All participants were additionally given the opportunity to submit written comments at the meeting on a form provided by the County.

Following is a summary of the **key questions and concerns** raised by participants during the facilitated question and answer period and as summarized from comments provided in writing. Complete written comments, including those submitted electronically, resulting from the neighborhood meeting are included in **Meeting Comment Forms**.

99W Connection Comments

- A connection from Hwy 99W through to SW Borchers Road will create access, congestion and safety problems at the intersection of SW Borchers and SW Roy Rogers Road. This is the only ingress and egress for neighborhoods in the northwest corner of the Hwy 99W and Tualatin Sherwood Road (i.e. Heron Ridge, Conzelmann Farm Estates, and Hunters Ridge Condominiums).
- Diverting traffic from Hwy 99W to Borchers will have negative impacts to neighborhoods such as increased traffic and noise and decreased safety, livability, and property values.
- Hwy 99W to Borchers connection (full connection) will have negative impacts to the Tualatin River National Wildlife Refuge to the north such as increased impervious surface area that may contribute to flooding, pollutants, and light pollution impacting the refuge. A short dead end road to the properties located away from the slope leading to the floodplain would be preferred per Fish and Wildlife Service comment.
- The connection through to Borchers would cross a site that is desired for potential park use. There is a lack of park facilities for these neighborhoods on the north side of SW Roy Rogers Road.
- Topography in this area would require crossing a ravine that would entail an expensive bridge.
- Traffic on SW Roy Rogers Road is a major problem for residents that the proposed 99W road connection would not help.
- Need to look at transportation facilities and solutions beyond the immediate project area.
- In response to the County's position that it will not pursue a connection from Hwy 99W through to Borchers with the proposed TSP Amendment, questions were asked regarding how a future alignment could be approved. The project team responded that any future map amendment would require another neighborhood meeting followed by a formal land use approval process by the City.

Baler Extension Comments

- The extension of Baler is too close in and should be located farther outside of this area.

- Vehicles approaching 99W from the east on Tualatin Sherwood Road already use Cipole Road as an alternate route. Better access at Cipole Road by the DMV should be created to relieve congestion.
- In response to the question whether bike and pedestrian connectivity would be included, the project team noted these facilities are included in the designation of the street types.
- Regarding the timing of actual construction of the Baler Extension, this could happen at any time depending on factors such as redevelopment or the widening of Tualatin Sherwood Road.
- The project team reiterated that a summary of the neighborhood meeting would be submitted as part of the land use application to the City and that otherwise meeting minutes would not be distributed.

7:30 Meeting Adjourned

Washington County staff and the project team remained in the meeting room to answer questions on an individual basis until approximately 8:00PM.

Figure 1

Postcard Mailer sent to Properties within 1000' of Proposed Road Locations


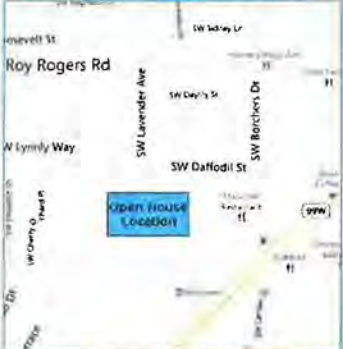
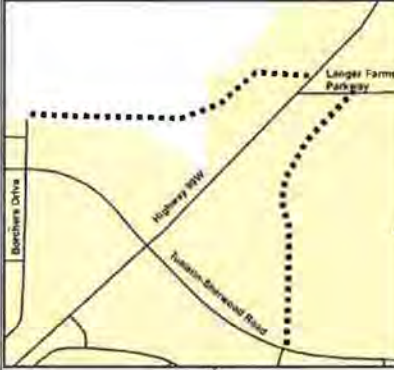
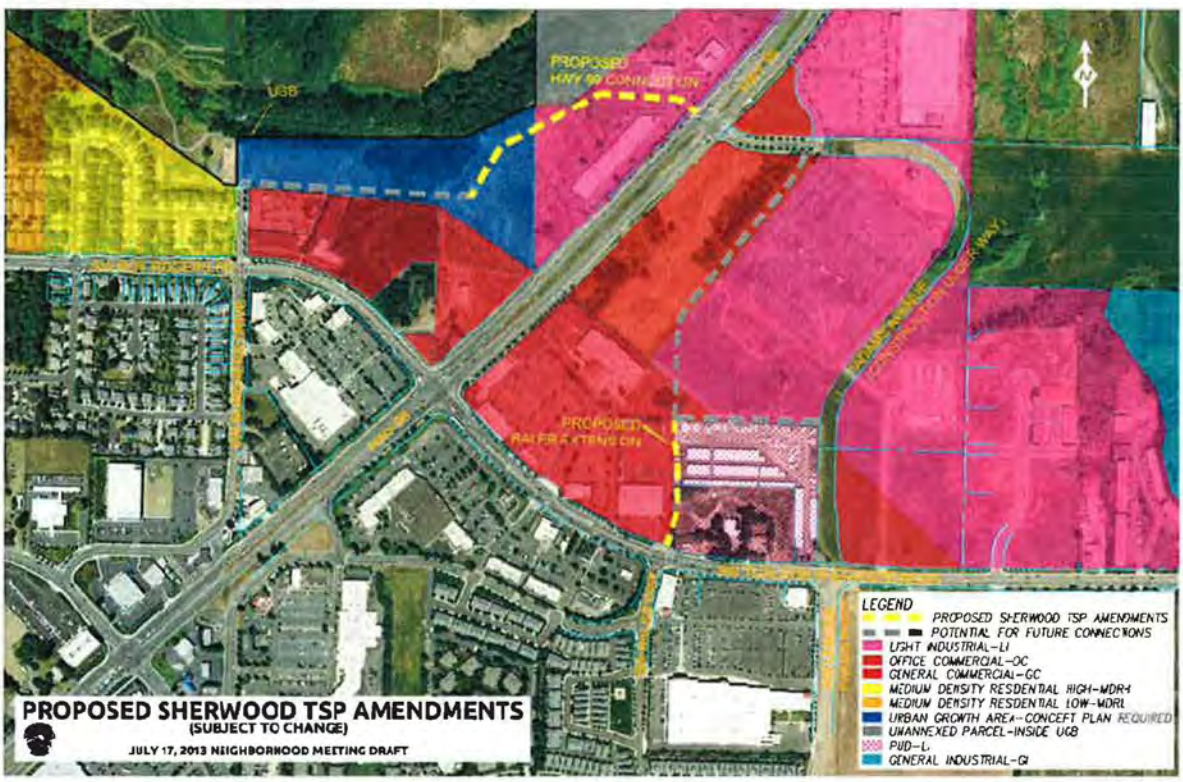
<h2 style="text-align: center;">Washington County Neighborhood Meeting</h2> <h3 style="text-align: center;">Transportation System Plan Amendment (Sherwood)</h3>		
<p>You're invited to attend a NEIGHBORHOOD MEETING Wednesday, July 17, 2013 5:30 p.m. (Formal Presentation)</p> <p>Hosted at: Sherwood Police Department 20495 SW Borchers Drive, Sherwood</p> 	<p>Washington County invites you to attend a neighborhood meeting to learn about the proposal of two new future roads located in the northeast Sherwood area. Both proposed roads, located north of Tualatin-Sherwood Road, will address capacity and connectivity needs.</p> <p>Staff from Washington County and design consultant, Harper Houf Peterson and Righellis, will give a presentation at 5:30 p.m. to go over the proposal. The public will then be given an opportunity to provide comments to staff.</p> <p>Following this neighborhood meeting, Washington County plans to submit a comprehensive plan amendment application to the City of Sherwood. This amendment will identify and add these roads on the City's Transportation System Plan (TSP).</p>	<p style="text-align: center;">Proposed Road Locations</p> 
<p>Assistive Listening and Other Services Assistive Listening Devices, interpreters, and/or sign language can be arranged. Please notify the county if you require these services by calling (503) 846-7800 (voice) or (503) 846-4598 (TTY - Text Telephone unit).</p>		<p>Contact information Daniel Erpenbach Project Manager (503) 846-7877 daniel_erpenbach@co.washington.or.us</p>

Figure 2

TSP Amendment Road Locations Presented at Neighborhood Meeting





Department of Energy
Bonneville Power Administration

November 27, 2013

In reply refer to: TERR/3

BPA Case No. 20140069

BPA Tract No. OC-K-97-A-42; OC-K-96-A-41

Transmission line: John-Day Keeler No. 1 (Oper. as Pearl-Keeler No. 1), 500 kV

Sites: SW Baler Way, Sherwood OR; SW Adams Ave N., Sherwood, OR proposed road extensions

Your reference: Proposed City of Sherwood Transportation Plan and Comprehensive Plan Amendment

Mr. Brad Kilby
Planning Manager
City of Sherwood
22560 SW Pine St
Sherwood, OR 97140

Dear Mr. Kilby;

BPA is in receipt of the Washington County proposals to amend the City of Sherwood's Transportation System Plan and the Comprehensive Plan Amendment for SW Baler Way and SW Adams Avenue North, in Sherwood. The application for Land Use Action has been assigned BPA Case No. 20140069.

Bonneville Power Administration (BPA) has no objection to either Plan or Amendment as proposed, as long as the transmission line facilities and right-of-way are not adversely affected.

The proposed uses located in the transmission line right-of-way will require a BPA Right of Way Use Application prior to construction, which should include clearance measurements to the closest BPA tower and overhead wires, and road specifications, prior to construction. Applications must be submitted to BPA for any use proposed within the rights-of-way, link: http://transmission.bpa.gov/LanCom/Real_Property.cfm.

Note that BPA imposes certain restrictions and/or prohibitions on the use of property encumbered by our transmission line rights-of-way. BPA's easements may prohibit structures, parking, and lighting within the rights-of-way.

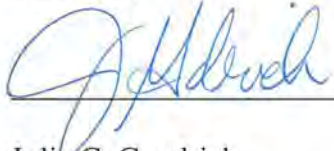
BPA's priorities focus on the safety of human life and integrity of the power transmission system. It is critical that BPA does not allow activities on the rights-of-way that can jeopardize either of these priorities.

Exhibit B

Please direct any communication to the Real Property Field Services Office at Bonneville Power Administration and myself by telephoning 503-230-5500 directly, or by emailing jcgoodrich@bpa.gov for more information on this application process.

Thank you for the opportunity to comment on this proposal.

Sincerely,



Julie C. Goodrich
Right of Way Agent, Real Property Field Services
David Evans & Associates, Contractor to Bonneville Power Administration

Official File - TR-3/Portland (Tract No. OC-K-97-A-42; OC-K-96-A-41)

Jcgoodrich:bjc:11/27/2013(W:\EMPLOYEE FOLDERS\Field
Services\GOODRICH\Public Notices Replies\City of Sherwood\City of Sherwood
Transportation Plan Amendments LTR2.doc)

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: Dec 10th 2013 Agenda Item: 7 (b) Berlin Way
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: _____ Proponent: _____ Opponent: _____ Other: _____

Name: R. ANAS

Address: Sherwood

City/State/Zip: _____

Email Address: na

I represent: Myself Other _____

Please give this form to the Recording Secretary prior to you addressing the Planning Commission. Thank you.

Where is the Notebook?

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12.10.2013 Agenda Item: Amendment 4 Park Way
 If you want to speak to the Commission about more than one subject, please submit
a separate form for each item. And Adams St.

Please mark your position/interest on the agenda item

Applicant: _____ Proponent: _____ Opponent: X Other: _____

Name: Nancy Taylor

Address: Sherwood, OR

City/State/Zip: _____

Email Address: ntaylor@aol.com

I represent: Myself Other _____

Please give this form to the Recording Secretary prior to you addressing the Planning Commission. Thank you.

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12/10/2013 Agenda Item: Bright Way
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: Proponent: X Opponent: ~~X~~ Other:
Name: JIM MORSE
Address: 5930 SW JEAN RD
City/State/Zip: LAKE OSWEGO OR 97035
Email Address: JAM@PACLI.MR.AR.COM
I represent: Myself X Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: Dec 10th - 2013 **Agenda Item:** Community Com. (6)
If you want to speak to the Commission about more than one subject, *please submit a separate form for each item.*

Please mark you position/interest on the agenda item

Applicant: _____ **Proponent:** _____ **Opponent:** _____ **Other:** _____

Name: R. CHAUS

Address: _____

City/State/Zip: Sherwood

Email Address: N/A

I represent: Myself _____ Other _____

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12/10/13 Agenda Item: 7a/7b Both PA13-03/PA13-04
 If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark you position/interest on the agenda item

Applicant: Proponent: _____ Opponent: _____ Other: _____

Name: Peter Coffey, DKS Associates

Address: 720 SW Washington Street, Suite 500

City/State/Zip: Portland OR 97205

Email Address: plc@dksassociates.com

I represent: Myself _____ Other

Traffic Consultant

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Date: 12/10/2013 Agenda Item: 7A, 7B
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark you position/interest on the agenda item

Applicant: Proponent: Opponent: Other:
Name: Ben Austin Project Mgr
Address: 205 SE Spokane Street Suite 200
City/State/Zip: Portland, OR 97202
Email Address: ben@ehkr.com
I represent: Myself Other Washington County

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12/10/2013 Agenda Item: 7a & 7b

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

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: Other:

Name: Courtney Duke-Driessen County Counsel

Address: 155 N First Ave, Suite 310

City/State/Zip: Hillsboro, OR 97124

Email Address: courtney-duke-driessen@co.washington.or.us

I represent: Myself Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12-10-13 Agenda Item: ADAM-L TSP 7a/7b
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark you position/interest on the agenda item

Applicant: Proponent: Opponent: Other:

Name: DAN ERPENBACH Engineer

Address: 4671 SW 173RD AVE

City/State/Zip: ALOHA OR 97007

Email Address: daniel-erpenbach@co.washington.or.us

I represent: Myself Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12/10/13 Agenda Item: 7a & 7b
If you want to speak to the Commission about more than one subject, **please submit a separate form for each item.**

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: Other:

Name: Russ Knoebel Principal Engineer w/

Address: 1400 SW Walnut St

City/State/Zip: Hillsboro OR 97123

Email Address: russall-knoebel@co.washington.or.us

I represent: Myself Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12/10/13 Agenda Item: PA¹³-03 / PA-13-04 7a/7b
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: Other:

Name: Stefanie Slyman, HHPR Inc

Address: 205 SE Spokane St. #200

City/State/Zip: Portland, OR 97202

Email Address: stefanie@hhpr.com

I represent: Myself Other Washington County

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Proponer

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- Comment time is 4 minutes with a Commission-optional 1 minute Q & A follow-up.
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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 2/10/13 Agenda Item: Bayler ISD EIT.

Please mark your position/interest on the agenda item
Applicant: Proponent: Opponent: Other

Name: Phil Galla

Address: 1300 SWH Ct

City/State/Zip: POB 97001

Email Address: _____

I represent: Myself Other Tak Fal

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 2/11/13 Agenda Item: Brochers Street connection

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: X Other

Name: Paul Barton

Address: 16552 SW Sidney Ln

City/State/Zip: Sherwood OR 97140

Email Address: paul@zurfgroup.com

I represent: X Myself Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12-10-13 Agenda Item: PA 13-03
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: Other: X

Name: EDWARD STEINBORN

Address: P.O. Box 938

City/State/Zip: Sherwood

Email Address: e.f.steinborn2@frontier.com

I represent: Myself / Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: 12.10.12 Agenda Item: PA 13-03
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark you position/interest on the agenda item

Applicant: Proponent: Opponent: Other:
Name: Joel Stenning
Address: 20280 SW Lowender Place
City/State/Zip: Sherwood OR 97140
Email Address: joel@iconmedicalnetwork.com
I represent: Myself Other

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: Dec 10th 2013 Agenda Item: 7(a) Adams Avenue
 If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: _____ Proponent: _____ Opponent: X Other: _____

Name: R. CLARK

Address: Sherwood

City/State/Zip: _____

Email Address: N/A

I represent: Myself _____ Other _____

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I have read and understood the Rules for Meetings in the City of Sherwood.

Date: DEC 10, 2013 Agenda Item: PA 13-03 ADAMS AVE NORTH
If you want to speak to the Commission about more than one subject, **please submit a separate form for each item.**

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: X Other:

Name: BEN DAVIS

Address: 20406 SW LAVENDER TERR

City/State/Zip: SHERWOOD OR 97140

Email Address: BENDAVIS2@GMAIL.COM

I represent: Myself X Other

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Date: 12/10/13 Agenda Item: PA 13-03 TSP Amendment for Adams Ave.
If you want to speak to the Commission about more than one subject, please submit a separate form for each item.

Please mark your position/interest on the agenda item

Applicant: Proponent: Opponent: X Other:

Name: Rene' Duricka

Address: 20378 SW Lavender Place

City/State/Zip: Sherwood, Oregon 97140

Email Address: parents@duricka.com

I represent: Myself X Other

Please give this form to the Recording Secretary prior to you addressing the Planning Commission. Thank you.



Suite 2400
1300 SW Fifth Avenue
Portland, OR 97201-5610

Phillip E. Grillo
503.778.5284 tel
503.778.5299 fax

philgrillo@dwt.com

December 10, 2013

HAND-DELIVERED

City of Sherwood Planning Commission
22560 SW Pine Street
Sherwood, Oregon 97140

Re: Baler Way Extension TSP Amendment (PA 13-04)

Dear Planning Commissioners,

I am writing on behalf of TakFal Properties, LLC (TakFal) with regard to the proposal by Washington County to amend the City of Sherwood Transportation System Plan (TSP) to extend Baler Way north of Tualatin Sherwood Road.

In general, TakFal supports the County's proposed TSP amendment, because it extends the city's street grid and because it will eventually provide access options to other properties in the area, as they develop.

The Baler Way extension is especially important to the Sherwood Cinema Center. It is important to TakFal because the Baler Way extension will immediately be used, in part, to mitigate for the loss of access that will result if the existing traffic signal and left turn lanes are removed by the County, as part of the Tualatin Sherwood Road Project.

For these reasons, it is critically important that the County provide TakFal and the City with more detail regarding the location and design of alternative access for the Sherwood Cinema Center property, before the Baler Extension TSP Amendment is approved. These details are necessary in order to determine how local access to and from the Sherwood Cinema Center will function.

Local access is relevant to this TSP Amendment, because various goals and policies in the City's comprehensive plan, and various requirements in the State Transportation Planning Rule (TPR) and relevant state statutes, require the city to ensure that it is planning a system of street connections that are safe, convenient, efficient that support both existing and planned land uses in the area. While we understand the County's interest and desire to move traffic through the area, our interest and the City's duty is to ensure that the planned street system also provides the necessary connections to existing and planned land uses.

DWT 23082335v1 0096783-000002

12.10.13
Date

PC
Gov. Body

7b
Agenda Item

C
Exhibit #

Anchorage
Bellevue
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New York
Portland
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Seattle
Shanghai
Washington, D.C.

www.dwt.com

December 10, 2013

Page 2

In that regard TakFal met with the City and the County yesterday, to begin to discuss the location and design of a package of improvements that will provide alternative access to the Sherwood Cinema Center, including access from the Baler Way Extension and Highway 99. On November 26, we also had a meeting, where to our surprise, ODOT offered two options for providing right-in access to the Sherwood Cinema Center from Highway 99. Clearly, this is good news and is in part a result of the role the City has taken in making certain the center has adequate access after the proposed improvements on Tualatin Sherwood Road are made. TakFal greatly appreciates the City's leadership in that regard, and believes that it is important for us to continue to work together over the next several months, to agree on a package of improvements that will provide alternative access to the Sherwood Cinema Center including access from Highway 99. In order to reach such an agreement, we are asking that the City delay action on this TSP amendment until its meeting in January.

We are expecting to meet with the County and the City again before the end of the year, or soon thereafter, to negotiate a package of access improvements that can be agreed upon for the Sherwood Cinema Center. Our expectation is that TakFal and County will enter into a memorandum of understanding or similar agreement, showing the location and general design of access from the Baler Way extension, to and from the Sherwood Cinema Center, and any related changes that need to be included in this TSP amendment, including the removal of language in the existing TSP that calls for the removal of the signal at Baler. Such an agreement would allow us to fully support the Baler Way extension, and may provide an opportunity for the County and TakFal to reach an overall agreement on alternative access.

In closing, as TakFal continues to work in good faith with the City, the County and ODOT, we are requesting a short continuance of this TSP amendment until your first or second meeting in January. At that time, we hope to have either a tentative agreement with the County regarding a package of access improvements, or a better understanding of the time it will take to reach such an agreement.

Thank you again for your continued support of the Sherwood Cinema Center. We greatly appreciate your efforts.

Very Truly Yours,

Davis Wright Tremaine, LLP



Phillip E. Grillo
PEG:rmp

APPROVED MINUTES

**City of Sherwood, Oregon
Planning Commission
Work Session Meeting Minutes
December 10, 2013**

Planning Commission Members Present:

Chair Jean Simson
Commissioner Michael Cary
Commissioner John Clifford
Commissioner Lisa Walker

Staff Present:

Julia Hajduk, Community Development Director
Brad Kilby, Planning Manager
Bob Galati, City Engineer
Kirsten Allen, Planning Dept. Program Coordinator

Planning Commission Members Absent:

Commissioner Beth Cooke
Vice Chair James Copfer
Commissioner Russell Griffin

Council Members Present:

Mayor Bill Middleton

Legal Counsel:

None

1. Call to Order/Roll Call

Chair Simson called the meeting to order at 7:03 pm.

2. Agenda Review

The agenda consisted of the Consent Agenda and two public hearings PA 13-03 and PA 13-04.

3. Consent Agenda:

- a. **October 8, 2013 Planning Commission Minutes**
- b. **October 22, 2013 Planning Commission Minutes**

Motion: From Commissioner Lisa Walker to approve the consent Agenda for October 8 and October 22, 2013. Seconded by Commissioner Michael Cary. All present planning commissioners in favor (Vice Chair Copfer and Commissioners Cooke and Griffin were absent).

4. Council Liaison Announcements

Mayor Middleton had no announcements and commented on the previous Council Meeting which was an appreciation dinner for City Boards and Commissions where each commission reported back to the Council about the year's accomplishments and goals.

5. Staff Announcements

Brad Kilby, Planning Manager, announced a Tri-Met community meeting that would be held on January 16, 2014 in the Community Room at City Hall from 6:30-8:30 pm. He said there was a link on the city website at www.sherwoodoregon.gov.

Brad reminded the Commission that the second Planning Commission Meeting for December would be held on December 18, 2013 and would include a public hearing on the rezoning and text amendment for a piece of property off of Meinecke Road. He said there was also a full agenda for the January 14, 2014 Planning Commission meeting.

Brad informed the Commission that Commissioner Griffin was unable to continue as the liaison to the Citizen's Advisory Committee for the Transportation System Plan Update and Chair Simson would be taking his place. The next meeting would be on December 11, 2013 to discuss needs, opportunities, constraints, and tools with a public Open House the following night at the Police Station on December 12, 2013 at 6:00 pm.

6. Community Comments

Robert James Claus, Sherwood resident commented regarding a recall petition and said that it was not the horrendous act that it is being taken as because of the rights of the people. He spoke of Valley Forge, General Washington, and reasons that this country is great. Mr. Claus commented on the creation of an Urban Boundary line, through an enabling statute, and named the only franchised people that can vote and create public policy as the voters. He said the representative democracy speaks for the public and if not they can be recalled. Mr. Claus commented regarding the right to vote being a fundamental American civil right and on the City recorder's actions regarding a recall petition. He said that bureaucrats who are not elected, and beyond recall, do not set public policy and commented regarding natural probable consequences. Mr. Claus commented that when people try to represent nothing but democracy there are obstacles and misunderstanding and America is about citizens telling their representatives what they want.

Chair Simson explained that one of the Commissioners had to recuse himself for the public hearing regarding PA 13-03 and there would not be a quorum. She amended the agenda so that the public hearing for PA 13-04 would be heard first.

7. New Business

b. Public Hearing - PA 13-04 Transportation System Plan Amendment for Baler

Chair Simson read the public hearing statement for a legislative hearing and asked how much time the applicant would have to testimony.

Julia Hajduk, Community Development Director instructed that the rules were a little different for a legislative action but the applicant would generally receive thirty minutes to split between initial presentation and rebuttal.

Chair Simson asked for any conflicts of interest or bias and disclosed that she had attended one of the open houses. Receiving no other comments, she asked for a staff report.

Brad Kilby said PA 13-04 was an amendment to SW Baler Way and gave a presentation (see record, Exhibit 1). He pointed to a blue dashed line on a map and indicated that the applicant, Washington County, was proposing to show that line on the Transportation System Plan Functional Map and put it in the Transportation System Plan (TSP) as a future collector street connection. Brad showed a white dotted line extending from there connecting into the future Langer Farms Parkway to the north.

Brad said there are several properties that would be affected by the change, that Portland General Electric owns the property and that there are limitations associated with having power lines and easements across it. Brad stated that Washington County is proposing to identify the future location of the collector in the TSP for the purpose of providing access to the properties, addressing capacity and safety issues in the area, and is a component of the widening of Tualatin Sherwood Road.

Brad reminded the Commission of the Adams Avenue North Concept Plan adopted in 2009 and said the property in the area is zoned Office Commercial, General Commercial and Light Industrial. He showed a drawing of the existing Transportation System Functional Plan that shows an extension of Langer Farms Parkway and said the map would be amended to include the proposed collector.

Brad commented that this amendment was one way to help mitigate removal of the signal on Tualatin Sherwood Road. He explained that a collector street has to tie into a collector street and the number of local streets that come off of a collector street, like Tualatin Sherwood Road, is limited. The existing Baler Way is also a collector street.

Brad showed the forecasted traffic generation to be 6000 average daily trips and commented that the estimate might be low because of the limitations of the power lines around the property. He said that staff recommends that the Planning Commission forward a recommendation of approval to the City Council to place the proposed collector onto the City's Transportation System Functional Classification Map.

Chair Simson asked if this was part of getting five lanes to Teton Avenue in Tualatin and asked why the proposed street is a collector street.

Brad responded that the City tries to connect collector streets to collector streets and to limit the number of local streets that come off of an arterial or collector street. He added that if the street is constructed as a collector, the developer can receive System Development Charge credits which local streets do not and per the zoning it makes sense to have a higher classification of streets going through the area.

Chair Simson turned the time over for the applicant's presentation.

Stefanie Slyman, Harper Houf Peterson Regelis (HHPR) and applicant's representative introduced several staff members present to answer questions about the proposal; Russ Knoebel, Principal Engineer with Washington County; Dan Erpenbach, Washington County Engineer; Cortney Duke-Driessen, Washington County Counsel; Ben Austin, Project Manager HHPR; Peter Coffey, DKS Associates Traffic Consultant. Ms. Slyman began a presentation (see record, Exhibit 2). She announced that only three members of the team would speak and explained that the process started on July 17, 2013 when a neighborhood meeting was held where all property owners within 1000 ft. of the proposed amendment were invited and 72 people were in attendance. Ms. Slyman said they outlined the proposal for PA 13-03 and PA 13-04 at the meeting and heard the concerns from residents that

pertained mostly to the Adams Avenue proposal. She declared that the applicant met twice with City staff to understand their issues and ensure that all of the approval criteria were addressed in the application. Ms. Slyman told that public notices had been made and informed that City staff went a step further to notify local businesses about the hearing in order to make sure the community was aware. Ms. Slyman recounted that the Planning Commission's role was to make a recommendation to City Council and thanked staff for a positive recommendation. She turned the time over to County staff.

Russ Knoebel, Washington County said he wanted to clarify that Baler Way will be part of the solution to the capacity and safety needs in the area. He said that when the County started the Tualatin Road Project they found that the TSP contained solutions that needed to be looked at moving forward and the County was taking a four pronged approach to the project:

- Widen Tualatin Sherwood Road from Langer Farms Parkway to Borchers Drive
- Intelligent traffic System- smart signals that "talk" to each other to make the corridor function better
- Manage access along Tualatin Sherwood Road and Roy Rogers Road
- Create off corridor circulation to provide additional alternatives to taking Tualatin Sherwood Road through the area.

Peter Coffey, DKS Associates stated that the findings of the traffic analysis are documented in the memorandum dated September 17, 2013 (see application materials) and explained that the purpose of the amendment was to develop system connectivity to improve the safety and operation of the Tualatin Sherwood Corridor. Mr. Coffey commented that the proposed amendment was consistent with Sherwood's TSP, North Adams Concept Plan, I-5 99 Connector Study and the Transportation Planning Rule. He described that the Transportation Planning Rule assures that traffic amendments or changes to the road system cannot make things worse and mobility targets in the area have to be met.

Mr. Coffey explained that the road should be designated a collector for connectivity purposes and that local streets or private driveways should not intersect with arterial roadways such as Tualatin Sherwood. Providing roadway networks can facilitate access and circulation to get onto arterial roads safely at signalized intersections. Mr. Coffey said the proposed Baler Way extension heads in a north/south direction and then in an east west direction. He specified that the proposed east west street ties into a connection that was identified in the I-5/ 99 Connector Study.

Chair Simson enquired about the statement on page 6 of the staff report that reads *we would have to evaluate and possibly relocate existing access locations for the purposes of improving safety along the future collector* and asked why a collector was being proposed and what the City is giving up to do it.

Mr. Coffey responded that the traffic analysis showed slight improvements in the area with a projection that it will carry around 6000 cars per day which is appropriate for a collector street. He expressed that the ideal for this area was to have a collector where local streets feed into collectors and collectors feed into arterials as opposed to local streets going straight to the arterials.

Chair Simson asked for public testimony with proponents first and then opponents of the application.

Jim Morse, Lake Oswego resident, property owner in Sherwood, commented that he owned the property behind Les Schwab and had developed the theater area about fifteen years ago when Tualatin

Sherwood Road was put in. Mr. Morse explained that a right in, right out access on 99W was denied by the Oregon Department of Transportation (ODOT), at that time, with the purpose of keeping traffic moving. He remarked that it was left out for good reason and did not feel that it should be allowed now. Mr. Morse asserted that the light at the theater was put in based on a thought process and available information fifteen years ago. He said the County was trying to create back roads to move people to the commercial areas and off of the main arterials. Mr. Morse said he was a proponent of the proposed road and would be willing to work with the county to make that roadway happen. Mr. Morse added that when the proposed road ties into [Langer Farms Parkway] there will be a nice way to get into the shopping district without interfering with the high volume traffic at Tualatin Sherwood and 99W. He said Washington County's proposal attempts to take cars off the main access, to keep traffic moving, and to alleviate rear end collisions that happen on that road.

Nancy Taylor, Sherwood resident said she opposed the Transportation System Amendment because she did not think it would alleviate the current traffic chaos today nor in 2035. She commented that only a widening to five lanes for the entire way from Sherwood to Tualatin will alleviate the problem. Ms. Taylor commented that a small cut through would not make big difference and expressed that taking out the light by the theater does not make sense to her. Ms. Taylor said that as a resident she feels strongly. She explained that when Roy Rogers Road opened people began to cut through her neighborhood to avoid traffic and get to their homes faster. Ms. Taylor suggested that Washington County's proposal was pure folly and asked why the City was not focusing on a bypass highway that would make a real difference. She related that she went to the neighbor meeting for the project and questioned how this would help Sherwood and take care of current traffic jams or improve bicycle/front yard safety. Ms. Taylor stated that when the big box store opens traffic in Sherwood will be unbearable and said we should go back to the drawing board to find ways to alleviate the traffic; not draw lines and spend taxpayer money on something that might take 1% off of a highway.

Robert James Claus, Sherwood resident commented regarding promoting land values for residents outside of town and commented that this project resulted from a request by Mayor Keith Mays to Tom Brian five years ago when they turned the area into the Town Square (Note: Tom Brian served as Washington County Commission Chair from 1998 to 2010). Mr. Claus commented that any responsible transportation engineer would have required the streets to change and said changes would not be able to be made because of litigation regarding the street by the Thousand Friends of Oregon.

Mr. Claus commented regarding the application for the shopping center where Walmart is currently building. He said a generic traffic study was provided and a peak of 37,000 cars was more than the road can carry. Mr. Claus commented regarding zone changes and that this street change was not wanted nor was it in the general plan. Mr. Claus said the Home Depot and businesses across the street were illegal where Retail was put in a Light Industrial zone. He asked the Commission to find out how to stop it and asked that another traffic study be performed. He suggested that Home Depot and the businesses near there be told they are in the wrong zone and be made to leave, consequently solving the problem of traffic generators. He asked what would happen if a new traffic study indicated that it would not work and said that he had asked County Commissioner Brian why the County did not protest Walmart because the road pattern would have to change. Mr. Claus said Mr. Brian's response was that it was not his problem. Mr. Claus said the Commission should find ways to solve the problem, not expend it, because it was nothing but MSTIP fees, raising money, and illegal uses.

Phil Grillo, Davis Wright Tremaine LLP, on behalf of TakFal Properties gave a letter to the Planning Commission (see record, PA 13-04 Exhibit C) and explained that on November 23, 2013 they met with representatives of the Oregon Department of Transportation, and found that ODOT is willing to approve a right in access off of Hwy 99W into the Sherwood Cinema Center (property owned by his client, TakFal). Mr. Grillo said this was very good news and thanked the City for encouraging ODOT to reconsider a long standing opposition to that access. He recounted that the conservative estimate of putting in an access is about \$700,000 and they were looking at creative ways to try and make that happen. Mr. Grillo commented that the property owner is in general support of the County's TSP amendment and holds the position that there needs to be left turn lanes and the light remain unless another option such as a right in access off of Hwy 99W and full access off of Baler Way is allowed. He said there are a number of easements that benefit the TakFal property and which are in the right location or the right width. Mr. Grillo said he needed to be able to reach an agreement with the County on what alternative access is going to look like before the City finalizes this application and asked the Commission to delay action to the first or second Planning Commission meeting in January 2014.

Mr. Grillo explained that there were two 25 foot wide accesses. One in front of the Les Schwab and one on the southern part of Mr. Morse's property which are not wide enough to accommodate a full access; three lanes are needed with associated improvements like landscaping and sidewalks. Mr. Grillo commented that the second easement is not in the ideal location for the Baler Way extension and said it may be better to have the access to the north in order to flow into the extension of the proposed east west street as it turns.

Chair Simson noted that there was an official request for a continuation and the Planning Commission was obligated to consider it.

Mr. Grillo commented that he hoped to meet with the County and City before the end of the year and ensured an update at a future Planning Commission Meeting to keep them informed. Chair Simson clarified that any agreement made [between TakFal and] the County would be separate from the TSP Amendment before the Commission excepting that the Commission would consider accesses and how they would benefit the community and keep these properties developed and active.

Julia commented that her understanding was that [TakFal] was generally supportive of the proposal, but has concerns that they would like to have addressed. She said that while the details are not directly relevant to the TSP amendment before the Commission TakFal would like time to get some details resolved with the County in order to be more certain of their support.

Mr. Grillo responded that there was not enough evidence to conclude that there would be sufficient connectivity and access to their property and Baler Way. He said that the County's project is about relieving congestion and creating capacity away from Tualatin Sherwood Road, but the City's TSP should include connections and access for properties. Mr. Grillo suggested the County is doing this in part because it will be necessary for mitigation for the loss of access that will be experienced.

With no other requests to speak Chair Simson asked for applicant rebuttal and confirmed that the applicant had 20:55 remaining to testify.

Russ Knoebel responded to Ms. Taylor's comment that the TSP would not solve the problem by saying that Baler is not the only solution and that the County was looking at a combination of solutions as mentioned in his previous testimony. He commented that if the other measures were not being utilized

Tualatin Sherwood Road would need to be wider than five lanes in this area. Mr. Knoebel stated that he participated in the I-5/ 99W Study and the cost to build it was estimated to be \$400 million. He added that the proposal was to amend the City's TSP and when Baler Way is built it will likely save money because it is built into undeveloped areas.

Mr. Knoebel remarked on having met with Mr. Grillo and said the discussion related to Washington County's road project on Tualatin Sherwood Road and were not specific to the TSP Amendment. He said that if Baler was in place in the future there has been discussions about how access can be provided to the shopping center and he did not think it was incumbent on the County to show access to Baler Way at this point. Mr. Knoebel communicated that this application did not require the same detail as a development application. He said that he did not believe additional data could be provided in a short time frame and the discussion between property owners and the County would continue over the next six months regarding right of way and access issues. Mr. Knoebel indicated that during the right of way process many questions would be answered and the concerns expressed by Mr. Grillo such as the functioning of the development, the development layout, or parking lot configuration would be addressed. He said he hoped the Planning Commission did not expect that these matters could be managed in a thirty day time frame for a decision on a TSP amendment.

Stephanie Slyman added that the approval criteria does not require the level of detail that Mr. Grillo asserted was lacking and urged the Commission to look at the approval criteria, the findings made, and the existing traffic study that speak to what the approval criteria for this specific action were. She said that details about access, design and alignments happen later and the Commission's decision was about a line on the map. Ms. Slyman said the County felt that there is enough evidence in the record and findings made for the Commission to make the recommendation for approval to the City Council for further consideration.

Mr. Knoebel said the County would not be opposed to leaving the record open.

Chair Simson commented that the Commission would follow the approval criteria and that it was her understanding that the Commission was obligated to accept a request for continuance at the first evidentiary hearing. She did not believe that eight days was enough time to gather additional information for the applicant or the public and suggested a meeting in January 2014. Discussion followed with the following motion being received.

Motion: From Commissioner Lisa Walker to continue public hearing PA 13-04 TSP Amendment for Baler Way to January 28, 2014. Seconded by Commissioner Michael Cary. All present Planning Commissioners voted in favor (Vice Chair Copfer and Commissioners Cooke and Griffin were absent).

Chair Simson call for a recess at 8:17 pm and reconvened at 8:20 pm. During the recess Commissioner James Copfer joined the meeting by telephone.

a. Public Hearing - PA 13-03 Transportation System Plan Amendment for Adams Avenue North

Chair Simson opened the public hearing by reading the public hearing statement for a legislative decision and reminded that the Planning Commission would be making a recommendation to City Council. She asked if there was any bias or conflict of interest. Commissioner Cary recused himself

because he has a business that would be directly impacted by this decision and stepped down from the dais.

Brad Kilby gave a presentation for PA 13-03 (see record, Exhibit 3) and said that the file name is Adams Avenue North but will be part of the Langer Farms Parkway extension north of Tualatin Sherwood Road to Hwy 99W. He said the road would provide access to the properties behind the strip mall on the other side of Hwy 99W that includes the Anderson property and a storm water quality facility.

Brad explained that the proposal identifies a location where a potential street would go and would be defined as the properties develop. He said the County is proposing a collector street in the Sherwood's Transportation System Plan that would go in the Functional Classification Plan for the purposes of providing access to the properties discussed and to address capacity and safety issues in the area.

Brad explained the zoning and said he had received phone calls early in the application asking if the proposed street would connect with Borchers Drive, but that it was unlikely because of the cost of building a bridge over the nearby ravine. Brad reported that staff endorsed forwarding a recommendation of approval by the Planning commission to the City council to place a proposed collector onto the City's Transportation Functional Classification Map for almost the identical reasons as discussed in the previous application.

Chair Simson asked for questions for staff and asked for a verbal response from Commissioner Copfer. He did not have any. Chair Simson asked for testimony from the applicant and confirmed that Commissioner Copfer could hear the applicant after the applicant began her testimony.

Stefanie Slyman, Harper Houf Peterson Regelis (HHPR) introduced staff and the consultant team members again: Russ Knoebel, Dan Erpenbach, and Cortney Duke-Driessen from Washington County, Ben Austin from HHPR, and Peter Coffey of DKS Associates Traffic Consultant. Ms. Slyman commented that some of the information would be repeated because it is a second hearing and said there was neighborhood meeting for neighbors within one thousand feet of the proposal. She recounted that many residents west of the proposed street extension were concerned about through connectivity to Borchers Drive, potential impacts to their neighborhood, impacts on the wildlife refuge, and the cost of crossing the ravine. Ms. Slyman explained that the County then shortened the proposed length of the street to meet the goals for off corridor circulation. She reviewed that City staff met with the applicant twice so staff understood what was being proposed to address issues early on and identify approval criteria for the planning commission to consider. Ms. Slyman stated that public notice has been made, staff has recommended approval, and the planning Commission's roll is to forward a recommendation to City council.

Russ Knoebel, Principal Engineer for Washington County said that the County was looking for a combination of solutions in this corridor through widening Tualatin Sherwood Road and Roy Rogers Road, intelligent transportation system, managing accesses and allowing off corridor circulation. He said the existing access on Roy Rogers Road is very close to the intersection at 99W and further development is likely to occur in the area to create additional trips.

Peter Coffey, DKS Associates said the findings of the transportation analysis are documented in the September 17th memorandum included in the application package. He added that the purpose of the street extension was to develop access and to address capacity and safety issues by collecting all the

traffic and providing safe access onto 99W at a signalized intersection. Mr. Coffey explained that the analysis discussed the Transportation Planning Rule; verifying that the amendment does not degrade the transportation system. He said the proposal is consistent with the TSP and provide consolidated access that allows development to occur in the area.

Mr. Coffey confirmed Commissioner Clifford's inquiries about access for the residential property on that corner by stating that the road would help facilitate access for all of the properties in the area. Russ Knoebel added that the current access onto Roy Rogers Road is not preferable and when property owners comes in for development the County and the City will have a dialog as to where the best access to that property is. Mr. Knoebel communicated that he could not say if the access will go away because [of the road widening], but the conversation can take place in the future. When asked about the triangular piece of property, Mr. Knoebel responded that that piece of property did not have access at this point and likely are receiving it from the existing driveway and development of that property by itself would have limitations on right in/ right out access.

Commissioner Walker received confirmation that access for the property owner was not an issue in this proposal.

Chair Simson asked about the Bonneville Power Administration's memo in the packet regarding development under their easement and asked if a collector road would be permitted under their power lines. Stephanie Slyman responded that the Bonneville Power Administration indicated that they did not oppose the amendment which meant conceptually a road could go there. Commissioner Clifford asked about on street parking. Brad answered that parking is not typically allowed on collector streets.

Commissioner Clifford asked how the end of the street would be designed, was informed that it would depend on the application that comes forward and what type of traffic would on the road. Bob Galati, City Engineer, said it could be a roundabout, hammerhead, or a multiple driveway access point and that it was unclear at this point.

Chair Simson asked if Commissioner Copfer had any questions before she asked for public testimony. Commissioner Griffin responded that Commissioner Copfer had been called away and he had taken his place. Discussion followed regarding when the change took place, if there was a quorum, and options available to the Commission.

Chair Simson called a recess at 8:46 pm and reconvened at 8:58 pm. She stated that had James Copfer been in the room and left when Commissioner Griffin came in the Commission would have seen them. Because that had not occurred the Commission did not know when the exchange took place. Chair Simson confirmed that there was a quorum because Commissioner Griffin was still on the line so the Commission was able to take action. She asked for a motion to continue the hearing to a date certain, indicated that at that time the applicant would be allowed a full thirty minutes and could start from the beginning of their testimony with proponents and opponents permitted to testify.

Julia added that those who could not make it to the continued hearing were welcome to submit written testimony up until the night of the hearing.

Cortney Duke-Driessen, Washington County Counsel asked for clarification on a continuation for procedural purposes.

Julia responded that the Planning Commission will act as though the hearing was opened and immediately continued it to a date certain. She explained that for notice purposes the hearing was continued and staff will update the website.

Motion: From Commissioner John Clifford to continue public hearing PA 13-03 TSP Amendment for Adams Avenue north to the date of January 28, 2014. Seconded by Commissioner Lisa Walker. All present Planning Commissioners voted in favor with Commissioner Griffin participating by telephone (Vice Chair Copfer and Commissioner Cooke were absent. Commissioner Michael Cary did not vote because he had recused himself.)

Note: Commissioner Walker and Chair Simson responded to comments about timing of testimonies from the audience by replying that each of them had timed the speakers when the timer was to be activated.

Commissioner Cary returned to the dais.

8. Planning Commissioner Announcements

Commissioner Walker mentioned that City Council has a time limit on their meetings and asked if the Planning commission could do the same. She said that it was difficult for the public to be involved when meetings go late and she would prefer to have more meetings than ones that go too late. Brad replied that it might be incorporated into the Commission's by-laws and he would check with legal counsel. He understood that Council took a poll at 9:30 to decide if a meeting would carry on. Julia responded that Quasi-judicial decisions have a 120 day time constraints where the Commission would need to stay, start earlier, or have additional meetings.

Commissioner Walker commented that the meeting agendas used to have a timeline and on the verbiage on the request to speak forms. Brad answered that staff could aim for a timeline on the agenda a new request to speak form would be in place for the next meeting.

9. Adjourn

Chair Simson adjourned the meeting at 9:03 pm.

Submitted by:



Kirsten Allen

Planning Department Program Coordinator

Approval Date: January 28, 2014