



**City of Sherwood
PLANNING COMMISSION
Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140
January 27, 2009 – 7 PM**

Planning Commission will hold a work session on January 27, 2009. Work sessions are informal. Public may attend.

Work sessions are informal meetings where the Commission and staff can discuss topics but no formal action is taken from these meetings. Work sessions are open to the public in accordance with public meeting laws.

Planning Commission Work Session agenda items:

1. Adams Avenue area concept plan
2. Industrial Design Standards

Next Regular Business Meeting: February 10, 2009

Job No.: SHR-08
Date: January 14, 2009
To: Julia Hajduk, Planning Manager
City of Sherwood
From: Keith Jones



Project/Subject: **Adams Avenue North Extension Project
Technical Memorandum #1 – Key Opportunities and Constraints**

Fax - Number: _____; Number of pages _____
(If you did not receive the correct number of pages, please call 503-221-1131)
 E-mail Mail Hand Deliver Interoffice

The City retained Harper Houf Peterson Righellis (HHPR) in the Fall of 2008 to complete the concept plan and final design for Adams Avenue North project.

Purpose

The purpose of this memorandum is twofold:

- 1) Identify key opportunities and constraints to be used as a base for developing alternatives for the concept plan.
- 2) Identify project goals and objectives to help in evaluating and selecting a preferred concept plan alternative.

History

The Adams Avenue North planning area was brought into the Sherwood Urban Growth Boundary (UGB) in 2002 to allow construction of a collector street and alternative route between Highway 99W and Tualatin-Sherwood Road. Although not the primary purpose for expanding the UGB, approximately 33 acres of land owned by Portland General Electric (PGE) is now available for urban development. However, much of this property is encumbered by a large electrical substation and high voltage transmission lines and tall transmission line towers. Much of the PGE infrastructure was constructed in the 1950s and 1960s prior to the development boom in Sherwood that took place over the last 20 years. A detailed existing conditions report was prepared by the City (see Attachment 1). The City of Sherwood has agreements with PGE to dedicate the right-of-way to facilitate development of the roadway.

Project Schedule and Public Involvement

The Planning Commission will be the primary decision maker who will make recommendation to the City Council for final approval. Stakeholder interviews, two stakeholder meetings, one optional stakeholder meeting, one open house as well as use of the City's webpage and print media are proposed to solicit public input and inform the public. The project schedule flowchart and public involvement plan are attached (see Attachments 2 & 3). The first Planning Commission Work session is scheduled for January 27th, 2009 to discuss the opportunities and constraints of the project and to get a general direction from the Planning Commission.

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Constraints:

- 1) Limited development near power lines.
- 2) Large power substation that must remain.
- 3) Need for road to curve around existing power lines structures.
- 4) Additional traffic conflicting with trucks off-site
- 5) Home Depot - L-turn light may be needed to ensure Home Depot can be accessed
- 6) Property owner existing agreements
- 7) Intersections already over capacity - zoning should be minimal traffic impact
- 8) Existing intersection configuration at Tualatin-Sherwood Road and 99W
- 9) Compatible development
- 10) Existing code/zone.
- 11) Traffic signal spacing and potential to need to remove signals on Tualatin-Sherwood Road.

Opportunities and Constraints Map

From stakeholder input, including a meeting with PGE engineers and planners, an opportunities and constraints map was produced (see Attachment 6). The map reveals that within the study area after the substation, transmission line easements and land needed for the road improvement, three development sites are available. The map marks these sites as Development Opportunity 1 (5.8 acres), Development Opportunity 2 (7.6 acres) and Development Opportunity 3 (0.9 acres).

Aside from limited development opportunity due to existing power facilities the second largest constraint that must be addressed is limited traffic capacity on both Tualatin-Sherwood Road and Highway 99W. The approved concept plan must demonstrate that a 20-year capacity is available and/or the site trips will be mitigated with development.

Project Objectives and Goals

The project team and stakeholders have identified the following project goal and objectives:

Project Goal

The Adams Avenue extension is intended to give local traffic an alternative connection between 99W and downtown Sherwood and reduce reliance on the 99W/Tualatin-Sherwood intersection. The road will provide secondary access to developed property between Tualatin-Sherwood Road and 99W and provide access for undeveloped land added to the Sherwood urban growth boundary in 2002.

Objectives

The concept plan should consider the following:

- 1) Gateways
The area will act as an entrance to Sherwood and eventually a major route to downtown. The area has the potential to act as a gateway for the community.
- 2) Access
Access within the study area and to neighboring developments should be addressed.
- 3) Zoning and Compatibility
Development should be compatible with surrounding development.





Home of the Tualatin River National Wildlife Refuge

CONCEPT PLAN OF PGE PROPERTIES ADJACENT TO ADAMS AVENUE NORTH EXTENSION- EXISTING CONDITIONS REPORT

City of Sherwood
22566 SW Washington St.
Sherwood, OR 97140
Tel 503-625-5522
Fax 503-625-5524
www.ci.sherwood.or.us

Mayor
Keith Mays

Councilors
Dennis Durrell
Dave Grant
Dave Heironimus
Linda Henderson
Jan King
Dave Luman

City Manager
Ross Schultz

Introduction

In December 2007, the Sherwood City Council passed Resolution 2007-081 authorizing the City Manager to enter into a development agreement with Clarence and Pamela Langer and the Langer Family LLC for the construction of Adams Avenue in Sherwood. This agreement included the City's commitment to acquire right-of-way, design the road layout, secure permits and mitigate any wetlands associated with the Adams Drive North Extension. The agreement also included the Langer's commitment to construct the North Extension of Adams Avenue (see "Development Agreement", attached to Resolution 2007-081).

The proposed Adams Avenue North Extension connects SW Pacific Highway with SW Tualatin-Sherwood Road. The alignment of the northern extension of Adams Avenue, as shown in Figure 8-8 of the Transportation System Plan, requires the annexation of Tax Lot 2S129B001800 and approximately 21.5 acres of Tax Lot 2S129A001600 to the City of Sherwood. These parcels were brought into the Metro Urban Growth Boundary (UGB) in 2002 by Metro Ordinance 02-986A for the purposes of providing transportation connections (i.e. the northern extension of Adams Avenue). Portland General Electric (PGE) owns both parcels, Lots 1600 and 1800, as well as Tax Lots 2S129A001100 and 2S129B001900. **Table 1** identifies the tax lots by acreage, existing zone and existing development.

Tax Lot	Acreage	Existing Zoning	Existing Development
1600	21.51	Future Development-20	Partially developed with PGE substation and PGE training facility
1800	11.69	Future Development-20	Partially developed with PGE substation
1100	8.08	Light Industrial	Undeveloped, bisected by north-south access road to PGE substation
1900	11.07	Light Industrial	Undeveloped

Table 1- Subject Parcels

The primary goal of this concept planning process is to designate zoning for Lots 1600 and 1800 and annex these parcels to the City of Sherwood for the purpose of constructing the Adams Avenue North Extension. The zoning will be determined by looking within and beyond the Urban Growth Boundary to assess the most appropriate zone for these parcels. In addition, this process will look at the current zoning of Lot 1900 (Light Industrial) to assess whether a commercial zoning would be more appropriate for this parcel adjacent to commercially zoned property and fronting Highway 99W. Tax Lot 1100 is included with this report because Adams Avenue North will traverse this parcel to its southern boundary at SW Tualatin-Sherwood Road.

Natural Resources

The Metro Inventory of Regionally Significant Habitat shows Class A wildlife habitat, the highest value habitat, located on a portion of Lot 1600 (see **Figure 2**). The Local Wetland Inventory (LWI) shows no wetlands located on any of the three parcels; however, a wetlands analysis will be performed during the concept planning process to ensure that the LWI data is correct. A possible wetland exists on Lot 1600 in the location of the Class A Wildlife Habitat.

The 100-year floodplain, as determined by the Federal Emergency Management Agency (FEMA), runs in a north-south direction over the portion of Lot 1600 that is not within the UGB. As shown in Figure 1 above, there are trees on portions of Lot 1900. No other significant natural resources have been identified on any of these four parcels.

All four parcels are relatively flat, with an average slope of 0-3%. The soil types are generally loam (Hillsboro, Quatama and Aloha Silt), which are generally well-draining and not a potential flood hazard. The area of Class A Wildlife Habitat, depicted in Figure 2 below, coincides with the one area of steep slopes (12-20%). This area is also comprised of loam soils.

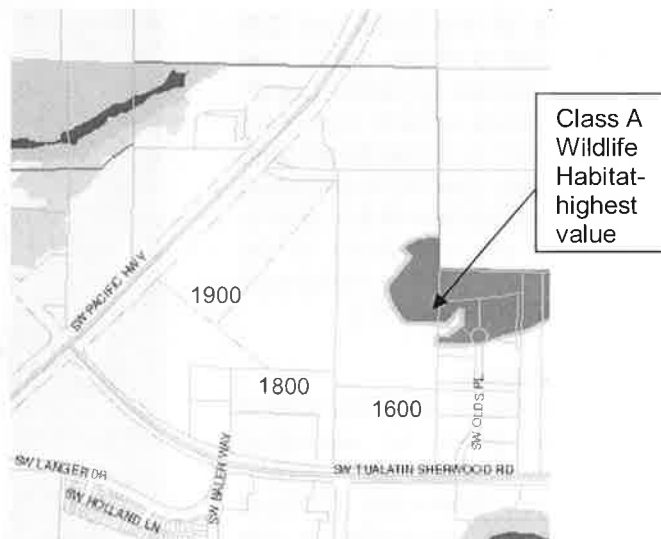


Figure 2- Metro Regionally Significant Habitat

Transportation

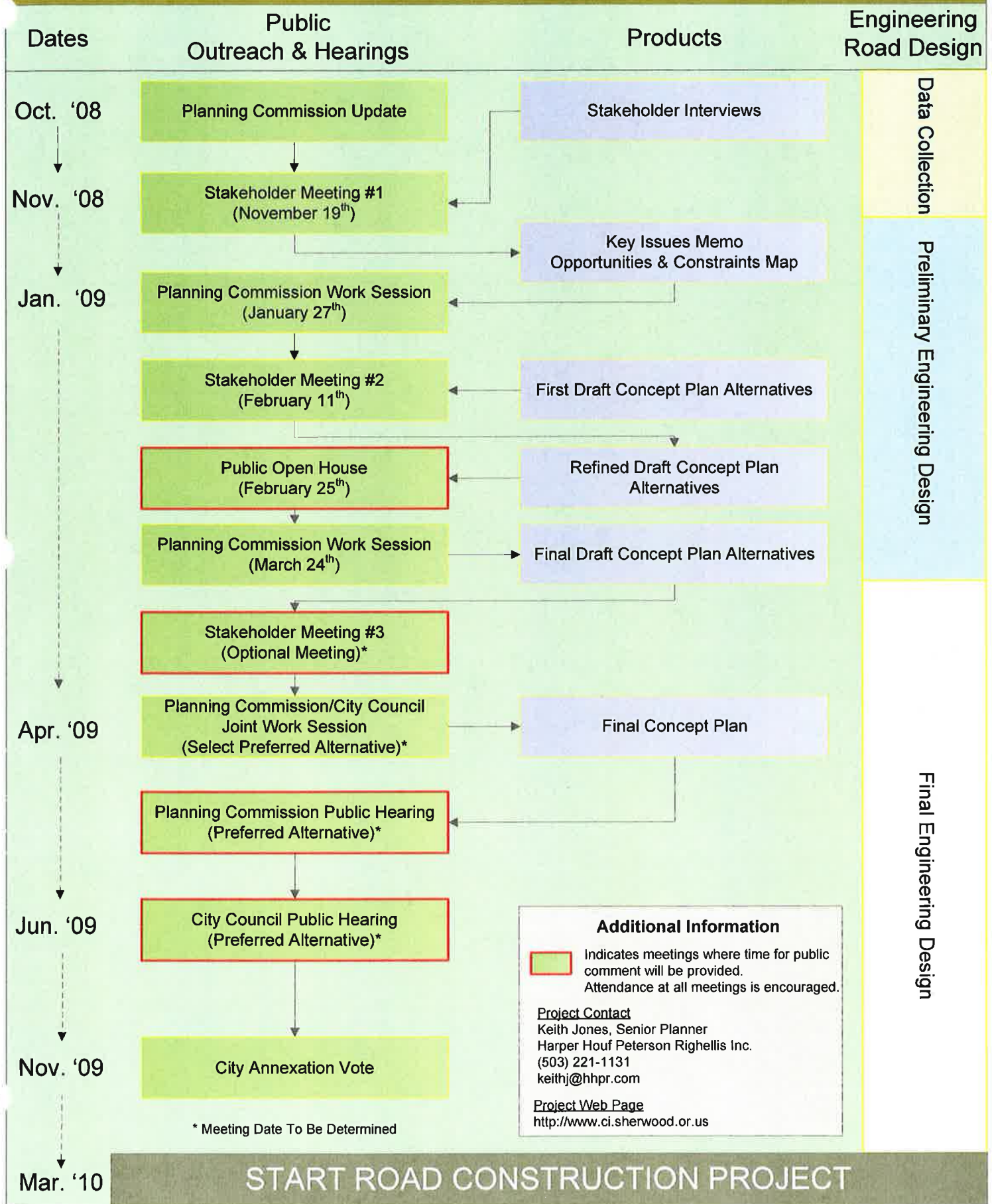
The Transportation System Plan (TSP), adopted in March 2005¹, is a master plan for all modes of transportation. The TSP identifies the need for local street connectivity in the industrial areas of Sherwood north of SW Tualatin-Sherwood Road, specifically connecting SW Pacific Highway to SW Tualatin-Sherwood Road. **Figure 3** shows the local street connectivity identified in Figure 8-8 of the TSP for this portion of Sherwood. Planned connections include a new east-west street that connects this northern extension of Adams Avenue to SW Olds Place within the Sherwood Commercial Center industrial subdivision to the east.

The TSP analysis identified the Adams Avenue North Extension as a necessary improvement to mitigate forecasted circulation issues on Tualatin-Sherwood Road and Highway 99W by the year 2020.

¹ Adopted by the City Council March 15, 2005 (Ordinance 2005-006)



NORTH ADAMS AVENUE CONCEPT PLAN SCHEDULE – DECEMBER 2008



Job No.: SHR-08
Date: November 21, 2008
To: Julia Hajduk, City of Sherwood
From: Keith Jones



**Project/Subject: North Adams Avenue Concept Plan
Public Involvement Plan**

Fax - Number: _____; Number of pages _____
(If you did not receive the correct number of pages, please call 503-221-1131)
 E-mail Mail Hand Deliver Interoffice

This plan will guide public involvement activities during the development of the North Adams Avenue Area Concept Plan. Public involvement is integral to the development of the concept plan which will establish a vision and framework for how new development should occur in the planning area. The planning area is located southeast of Highway 99W and northeast of Tualatin-Sherwood Road. Approximately 33 acres were added to the City's Urban Growth Boundary (UGB) in 2002. The area will encompass industrial and/or commercial uses supported by the North Adams Avenue extension that will provide a collector street connection between Tualatin-Sherwood Road and Highway 99W.

The concept planning phase will also include approximately 27 acres of undeveloped Light Industrial zoned property. Options for rezoning some of the existing industrial to commercial or mixed-use will also be evaluated.

Overview and Approach

Public involvement activities will be jointly carried out by the consultant team Harper Houf Peterson and Righellis Inc. (HHPR) and the City of Sherwood, collectively referred to as the Project Design Team. This public involvement plan lays out activities that will be completed jointly by the Project Design Team.

A. Goal and objectives

The goal of the public involvement plan is to produce a concept plan that addresses community issues and concerns and meets City, Metro and state requirements. The objectives of the public involvement plan include:

- Provide on-going opportunities for community members and stakeholders to participate in the development of the plan
- Establish and maintain productive partnerships with individuals and organizations affected by the plan
- Provide timely and complete information to the public and stakeholders
- Promote early involvement by public stakeholders and agencies in identifying issues and opportunities, weighing tradeoffs and identifying a plan that can be implemented
- Maintain a record of public input and ensure that input is considered during the planning process

Consultant deliverables:

- Agendas, meeting materials, facilitation and meeting summaries

C. Planning Commission meetings and Hearings

The Planning Commission will be kept informed of the Design Team progress through updates and workshops prior to the public hearing recommendation to the City Council.

D. Open house workshop

One open house workshop will be held during the development of the concept plan to present project alternatives. This community meeting is an opportunity for community members to learn about the project and provide input. The open house will be facilitated by HHPR. HHPR will provide project maps, questionnaires and meeting summary. HHPR will prepare an invite flyer to be mailed to property owners within 100 feet of the project area. The City will secure meeting location.

E. Project web page

The City will post information including plans, agendas and background reports on the City's webpage.

F. Printed Media

The City will provide updates within the Sherwood Archer and Sherwood Chamber newsletter



MEETING NOTES

MEETING TITLE: Stakeholder Meeting #1
PROJECT NAME & NUMBER: Adams Avenue North (Job 8041, HHPR SHR-08)
DATE & TIME: November 19th, 2008, from 10:00 to 11:00 AM
LOCATION: Sherwood Police Dept Conference Room
FACILITATOR: Keith Jones (HHPR)
NOTES TAKEN BY: Stephanie Guediri

AGENDA

1. Introduction and Stakeholders' Perspectives – 5 to 15 minutes
2. Project Overview and Goals – 5 minutes
3. Project Timeline and Schedule – 5 to 10 minutes
4. Opportunities and Constraints Overview – 5 minutes
5. Questions and Group Discussion – Remaining Time

ATTENDEES

Matt Langer	Langer Family, LLC
Judy Crafton	PGE
Doug Baumgartner	ODOT
Seth Brumley	ODOT
Bill Blakeslee	Bilet Products
Roger Furley	Home Depot
Jim Morse	Commercial Property Owner (Cinema)
Ben Austin	HHPR
Keith Jones	HHPR
Kirstin Greene	Cogan Owens Cogan
Jason Waters	City of Sherwood
Julia Hajduk	City of Sherwood
Tom Nelson	City of Sherwood
Stephanie Guediri	City of Sherwood

MEETING NOTES

Keith Jones introduced the project and briefly explained the UGB expansion area from 2002. He also outlined the project overview and goals, the schedule and timeline as well as some initial opportunities and constraints that the stakeholder group would expand upon.

Julia Hajduk added that project information is currently available on the City's web site, and will be updated after the stakeholder meeting.

Judy Crafton expressed concern about the access road around PGE's transmission facility. Modifications to the existing gravel access road will be discussed with PGE.

Jim Morse asked about the possibility of a second road that wraps around the west side of PGE's transmission facility near the HD entrance to the back of the storage facility near T-S Road.

Matt Langer stated his family is developing most of the property adjacent to Adams Ave South as well as the parcels containing the residential home and storage facility along T-S Road. The Langer family will be constructing both legs of Adams Avenue (North & South) as part of their development project.

Doug Baumgartner stated there may be fiber and/or signal conduit along T-S Rd that may be available for connection during this project. City/HHPR will look at the existing infrastructure located in T-S Rd and 99W, and hopes to have Adams North integrated with any of Washington County and ODOT's ITS programs.

Judy Crafton asked if the access road around the transmission facility will be retained; the City affirmed that there were no plans to delete the gravel access road because PGE expressed that it should not be moved. Julia mentioned that a cosmetic wall around the transmission facility should be considered, and if a wall were constructed, it could impact the gravel access road. Judy is concerned about employee safety and access to their site. She wants to meet with the City and PGE's substation engineer to discuss additional constraints for the transmission facility and non-movable towers. Jason added that the City already consulted with PGE's substation engineers for the schematic design, but now that the project is moving toward final design with a new consultant that the team might want to meet with the substation engineers again. Judy concluded by stating PGE employees don't need access all the time; maybe once or twice per year or during power outages. She is open to discussing additional constraints with the City. Judy and Jason agreed to meet again.

Matt Langer expressed concern about access to the parcels along T-S Road; currently there are multiple driveway accesses along T-S Road and this project may be an opportunity to combine multiple access points along T-S Road, while providing additional access from Adams Ave North.

Julia mentioned that the Langer owned parcels are zoned Light Industrial (LI), but have a Planned Unit Development (PUD 95-997) overlay that allows for General Retail Trade uses. The two PGE parcels adjacent to the UGB area, currently within the city limits along T-S Road and 99W, are zoned LI.

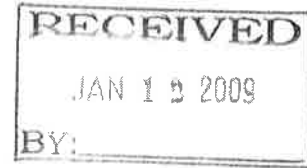
Matt asked if the wetlands in the area were considered and Julia affirmed that they were. Other than the sensitive lands to the east, Matt is not aware of any other issues for this project.

Jason asked Doug if ODOT has proposed any signal changes at Tualatin-Sherwood Road. Doug responded that they may have some flexibility, but Doug expressed concern about modifications to signal phasing along 99W and spacing along T-S Road. The City and HHPR will schedule a separate traffic meeting with ODOT, Washington County, and DKS



Department of Energy

Bonneville Power Administration
2715 Tepper Lane
Keizer, Oregon 97303



January 9, 2009

In reply refer to: TERR/Chemawa

RE: Adams Avenue North Extension

CERTIFIED MAIL – RETURN RECEIPT

Keith B. Jones, AICP
Senior Planner
Harper Houf Peterson Righellis Inc.
205 SE Spokane Street, Suite 200
Portland, OR 97202

Dear Mr. Jones:

Thank you for contacting Bonneville Power Administration (BPA) during your design phase of Adams Avenue North Extension.

BPA is amenable to the concept of Adams Avenue North Extension crossing our right-of-way and has seen the use implemented successfully in other areas. Unfortunately, BPA is unable to grant approval until we have received all comments from our staff.

Below are a few of the general guidelines to keep in mind while designing Adams Avenue:

- Maintain a minimum distance of at least 50 feet between your facilities and the transmission line structures
- Equipment, machinery, and vehicles traveling on BPA's right-of-way shall come no closer than 25 feet to any BPA structure or guy anchor ground attachment point
- Design and build the portion of the road constructed within the BPA easement area to withstand HS-20 loading from BPA's heavy vehicles.
- You are required to provide an approach off each side of the road wide enough to turn into BPA's access road. Each approach must be a minimum of 16-foot wide.
- No grade changes on right-of-way with out a review and express written consent from BPA.