
City of Sherwood, Oregon
Planning Commission Minutes
February 27, 2007

Commission Members Present:

Chair Allen
Vice Chair Griffin
Dan Balza
Jean Lafayette
Russell Griffin
Todd Skelton
Matt Nolan

Staff:

Rob Dixon
Julia Hajduk

Commission Members Absent:

Adrian Emery

1. **Call to Order/Roll Call** – Julia Hajduk called roll in the recording secretary’s absence.
2. **Agenda Review** - There were no changes to the agenda.
3. **Consent Agenda** – None.
4. **Announcements** – Chair Allen stated that City Councilor and Council President Dave Grant is the new Council liaison to the Planning Commission. Mayor Keith Mays will remain the alternate liaison. Councilor Grant spoke briefly and said that he will represent Planning Commission interests as needed to the City Council.

Rob Dixon announced that Julia Hajduk is the new Planning Manager. Julia is the former Senior Planner for the City of Sherwood.

Julia Hajduk informed commissioners that updated copies of the Sherwood Development and Zoning Code were provided this evening. Julia said that draft minutes from the February 13th session was not available until the recording secretary, Cynthia Butler, returns from FMLA leave in mid-March.

5. **Community Comments** – Chair Allen asked if there were any Community Comments. There were none.
6. **Old Business:** Cedar Creek Assisted Living Zone Change application (PA 06-05), continued discussion on revised findings. Chair Allen asked Julia to recap changes to the staff report previously recommended. Julia said that the format for the Notice of Decision has been changed to reflect approvals or denials by the Planning Commission rather than staff. As such, a signature line has been created for the Planning Commission Chair to sign the Notice of Decision on this application, when determined. Findings on Pages 3 & 4, covering items B & C were updated to reflect information obtained at the previous session and direction received by the Planning Commission. Findings on Page 5 regarding applicable comprehensive plan policies were changed to reflect the objectives versus policy for locational criteria in HDR zoning.

Findings under the economic development policy were supported with additional information. Julia confirmed that her review of the applicant's market analysis provided as a walk-on item at the last session met standards to demonstrate need. Julia concluded that a condition of approval was added for the deed restriction and finalized with a recommendation of approval.

Chair Allen asked commissioners if there was any further discussion on the amended staff report. There was none.

Jean Lafayette moved that the Planning Commission approves recommendation to the City Council the Cedar Creek Assisted Living Zone Change application, PA 06-05, based on the current staff report as presented.

Matt Nolan seconded.

Chair Allen asked if there was further discussion on the motion. There was none. Vote was taken:

Yes – 6 No – 0 Abstain – 0

Motion carried.

7. Comments by Commission – Jean Lafayette said that the Sherwood Gazette did not reflect that there was a Planning Commission session this evening. Vice Chair Russell Griffin said that he and his family were moving outside the city limits of Sherwood and outside of the urban growth boundary effective April 1, 2007, and that he would no longer be eligible to serve on the Planning Commission for this reason. Russell added that he would be attending the March 27th session.

8. Next Meeting: Discussion regarding the need for a session on March 27th ensued. Julia said that due to no immediate land use applications ready for review before the Commission on March 27th, and attendance conflicts, the next regular meeting would not occur until April 24, 2007. Chair Allen recommended having a meeting April 10, 2007 even if there are no land use applications for review, and to hold a work session on that date for other issues on the work plan. Consensus was confirmed for April 10, 2007 as the next meeting.

9. Adjournment – Chair Allen adjourned the regular meeting and moved into a work session.

End of Minutes.