



**City of Sherwood  
PLANNING COMMISSION**

**Stewart Senior/Community Center  
855 N. Sherwood Boulevard**

**January 7, 2003**

**Regular Meeting -7:00 PM**

**A G E N D A**

- 1. Call to Order/Roll Call**
- 2. Consent Agenda – November 19, 2002 & December 3, 2002 PC Minutes**
- 3. Agenda Review**
- 4. Community Comments *are limited to items NOT on the printed Agenda.***
- 5. No Public Hearings Scheduled**
- 6. New Business**
- 7. Adjourn to Work Session to review Planning Commission Work Program for 2003**

**ITEMS NOT COMPLETED BY 11:00 PM WILL BE CONTINUED  
TO THE NEXT REGULARLY SCHEDULED MEETING**

# **APPROVED MINUTES**

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**City of Sherwood, Oregon**  
**Planning Commission Minutes**  
**January 7, 2003**

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

Chair Adrian Emery called the Planning Commission meeting to order at 7:00 PM.

Commission Members present:

Patrick Allen  
Adrian Emery  
Kevin Henry  
Jean Lafayette  
Ken Shannon  
Lee Weislogel  
Bill Whiteman

Staff:

Dave Wechner, Planning Director  
Keith Jones, Senior Planner

**2. Consent Agenda**

Chair Emery asked if there were any additions or corrections to the minutes. Mr. Allen asked for a minor revision, which was read to the Commission, and the December 3, 2002 minutes were revised to reflect his correction.

**Pat Allen moved the Planning Commission accept the November 19, 2002 Planning Commission meeting minutes as presented. Seconded by Adrian Emery.**

**Vote for Passage of Motion: 7-Yes, 0-No, 0-Abstain**

**Pat Allen moved the Planning Commission accept the December 3, 2002 Planning Commission meeting minutes as revised. Seconded by Lee Weislogel.**

**Vote for Passage of Motion: 7-Yes, 0-No, 0-Abstain**

**3. Agenda Review**

**4. Community Comments**

There were no community comments.

**5. Public Hearings**

There were no public hearings scheduled.

**6. New Business**

There was no new business.

**There being no further business to discuss, Chair Emery adjourned the regular meeting at 7:10 PM.**

**7. Adjourn to Work Session to review Planning Commission Work Program 2003**

Discussion in the work session led by Dave Wechner, Planning Director and Keith Jones, Senior Planner centered on the Planning Commission's work program for the upcoming year. It was agreed by all that the Council should get a copy of the work program prior to their meeting on the 25<sup>th</sup> of February. Suggestions were made about items to put on the work program, and the Chair directed staff to bring back an amended document at the next meeting on February 4<sup>th</sup>. Items to be added included:

- Planning effort for the UGB expansion area.
- Cell tower design standards; developing a design review manual.
- Commissioners to act as the Technical Advisory Committee for the development of a Transportation System Plan.
- Procedures of land use applications / appeals.
- Post-decision review.
- Timelines / extensions of plats and site plan review.

Commissioners requested an outline of the process for planning and adoption of zoning designations for the UGB expansion area. The Commission requested staff to bring back an example of a Design Manual for cell towers; Mr. Wechner responded that he had a copy of Vancouver's, and would bring it to the next meeting. Commission acknowledged that they want to re-visit the changes made in a previous draft of changes to application procedures and appeals. Commission supported the idea of post-decision review. Commission supported lengthening the time that land use approvals would be valid, from 1 year (current) to 2 years for preliminary plats and site plans.

Commission agreed to address procedures and timelines in more depth at their next meeting, and revise the 99W work program to include a list of specific issues or properties that might be considered by the Commission and Council for changes.

**The work session ended at approximately 8:30 PM.**

Respectfully submitted,

Planning Department