



**City of Sherwood
PLANNING COMMISSION**

**Sherwood Police Facility
20495 SW Borchers Drive**

September 16, 2003

Regular Meeting -7:00 PM

A G E N D A

- 1. Call to Order/Roll Call**
- 2. Consent Agenda – September 2, 2003 PC Minutes**
- 3. Agenda Review**
- 4. Presentations:**
 - A. West Hills Development demonstrating a mixed-density housing concept plan**
 - B. Downtown Streetscape Master Plan** (*Terry Keyes, City Engineer & Sandra Burtzos, Senior Project Manager*)
- 5. Community Comments** *are limited to items NOT on the printed Agenda.*
- 6. New Business**
- 7. Adjourn**

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

APPROVED MINUTES

City of Sherwood, Oregon
Planning Commission Minutes
September 16, 2003

1. Call to Order/Roll Call

Vice-Chair Patrick Allen called the Planning Commission meeting to order at 7:05 PM.

Commission Members present:

Patrick Allen
Dan Balza
Kevin Henry
Jean Lafayette
Bill Whiteman

Staff:

Dave Wechner, Planning Director
Terry Keyes, City Engineer
Anne Elvers, Associate Planner
Roxanne Gibbons, Recording Secretary

Commission Members absent:

Adrian Emery
Ken Shannon

2. Consent Agenda – September 2, 2003 PC Minutes

Vice-Chair Allen asked if there were any additions or corrections to the September 2, 2003 Regular Commission meeting minutes. There were no changes.

Jean Lafayette moved the Planning Commission accept the September 2, 2003 Planning Commission meeting minutes as presented. Seconded by Kevin Henry.

Vote for Passage of Motion: 5-Yes, 0-No, 0-Abstain

3. Agenda Review

There were no changes to the Agenda. Vice-Chair Allen moved to Agenda Item 5, Community comments. There were no comments.

4. Presentations

4A. West Hills Development Mixed-density Housing Concept Plan

Donald Guthrie (West Hills Development), 10070 SW Murdock Street, Tigard, Oregon 97224, addressed the Commission. He introduced other members of his staff, representatives from LDC Design and legal counsel, Michael Robinson. He made a power-point presentation showing some Master Planned Communities that West Hills has developed or is in the process of developing in Washington County. He said they plan to submit a plan text amendment to the City. Vice-Chair Allen reminded Mr. Guthrie that the Commission would not be taking comments on this plan text amendment during his presentation. Mr. Guthrie noted:

- The “urban village design” will meet the same densities as a multi-family density. The concept plan includes parking and parks and open space.
- The design concept is an alternative to building apartments. It allows for lots less than 5,000 square feet and lot widths of 28-29 feet.
- The housing designs include a “Terrace Collection” that have rear-loaded garages and a “Chateau Collection” that have front-loaded garages.
- Similar developments built by West Hills in Washington County are located in Hillsboro; Arbor Gardens in Orenco Station; Vineyards at 209th & TV Highway; Reserve; and Arbor Lakes that is currently under construction.
- All of the properties are managed by a professional management company for the homeowners association. This is very important.
- These types of development show a pride of ownership. They are fully landscaped prior to occupancy.

Mr. Whiteman asked if the term “mixed-use” means lots less than 5,000 square feet.

Mr. Guthrie responded that the “mixed-use” design concept would not include any 5,000 square foot lots. They would still meet the high density requirements without building apartments.

Ms. Lafayette asked how many acres per unit, and the amount of park/open space were in the site plan being shown.

Mr. Guthrie responded the mixed-use development being shown was about 5 acres with 16 units per acre and 0.5 acres of park/open space.

Mr. Wechner suggested the Commissioners take time to look at some of the West Hills developments in Washington County.

The Commission thanked Mr. Guthrie for his presentation.

4B. Downtown Streetscape Master Plan

Terry Keyes, City Engineer, made a power-point presentation on the proposed Downtown Streetscape Master Plan (Plan). He noted:

- The current downtown streetscape has sidewalks that are too narrow, many of the street trees are not doing well and will never achieve a large canopy, and the street lights are very inefficient and emit a substantial amount of glare.
- The Plan is being developed in conjunction with the Transportation System Plan (TSP).
- The proposed plan would be designed primarily for pedestrians, with cars secondary. The plan would enhance the village feel of downtown Sherwood and create vital streets.
- The proposed streetscape plan widens the pedestrian way to 12-feet with 7-feet for on-street parking and two 11-foot travel lanes. Within the 12-foot sidewalk, a 4-foot furnishing zone is designated adjacent to the on-street parking for the location of street trees, pedestrian-scaled lights and furnishings. A curbless street condition exists throughout this area with a central valley gutter located along the centerline of the street to capture drainage from the sidewalk and street.

- Examples of the proposed furnishings and street lights were presented.
- The sidewalks and streets will be constructed primarily of scored concrete with accents of granite cobble to delineate the separate functions within the right-of-way. The valley gutter and furnishing zones are paved in granite cobble as well as a band that demarcates the on-street parking zone from the travel lanes. The concrete patterning that spans the street has been designed as if it were a large plaza space rather than a vehicular space. Vehicular zones have been identified in the paving, but not overemphasized. All utilities will be placed underground.
- The Plan will be presented to the Sherwood Urban Renewal Policy Advisory Committee (SURPAC), who will make a recommendation to the Urban Renewal Agency (URA). The URA Board is scheduled to review the Plan at the end of October 2003. If approved, construction would begin in the Spring of 2004.
- The estimated cost of the Plan is \$472,188 per block (14 blocks) for a total of between \$12-\$15 million. If SDC's are used for the utilities, the cost per block would be decreased by \$100,000 per block.

The Commission asked several questions about the Plan:

- What process was used for receiving public comment?
- How is off-street parking addressed?
- What streets will be closed during construction and how will traffic be rerouted?
- Is Willamette Street included in the Plan?

Mr. Keyes said the Plan is on the City web page and has been presented to various civic groups in Sherwood. It has been well received and the various comments received from the public have been incorporated into it. The City and the design team also met with ODOT/Railway to discuss the railroad crossings and future use of the railway. The current Plan does not address Willamette Street. The construction schedule allows for minimal street closures at one time.

Mr. Wechner said the street standards adopted by the City include off-street parking for the Cannery site. There are no off-street parking requirements in the Old Town Area.

The Commission briefly discussed the design standards for the Old Town Area. They agreed to further review these standards during one of their work sessions.

The Commission thanked Mr. Keyes for the presentation.

5. Community Comments

There were no comments.

6. New Business

Mr. Whiteman reported that there is a 10-acre site north of Sunset Boulevard and just west of the railroad tracks that may be suitable for some type of mixed-use, neighborhood commercial development. It is currently zoned Low Density Residential (LDR). The Commission agreed to discuss potential NC sites at their next Commission meeting under New Business.

Dave Wechner introduced Anne Elvers, the new Associate Planner for the City. Ms. Elvers is filling the position vacated by Keith Jones.

7. Adjourn

There being no further business to discuss, Vice-Chair Allen adjourned the regular Commission meeting at 8:40 PM.

Respectfully submitted,

Planning Department