



**City of Sherwood
PLANNING COMMISSION**

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

December 4, 2001

Regular Meeting -7:00 PM

Work Session – 7:30 PM

A G E N D A

- 1. Call to Order/Roll Call**
- 2. Consent Agenda – October 16, 2001 PC Minutes**
- 3. Agenda Review**
- 4. Community Comments** *are limited to items NOT on the printed Agenda.*
- 5. Public Hearings:** No public hearings scheduled.
- 6. New Business**
 - A. Report from Council Liaison** (*Ken Shannon*)
- 7. Adjourn to Work Session to discuss:**
 - A. Hotel/Motel Zoning** (*Dave Wechner, Planning Director*)
 - B. Issue Paper – Changes to Use Designations** (*Dave Wechner, Planning Director*)

**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
December 4, 2001

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

Staff:

Dave Wechner, Planning Director
Keith Jones, Senior Planner
Shannon Johnson, Legal Counsel

Commission Members absent:

Bill Whiteman

2. Consent Agenda – October 16, 2001 PC Minutes

Chair Emery asked if there were any additions or corrections to the minutes. There were no comments.

Lee Weislogel moved the Planning Commission accept the October 16, 2001 Planning Commission meeting minutes as presented. The motion was seconded by Jean Lafayette.

Vote for Passage of Motion: 5-Yes, 0-No, 1-Abstain (Allen)

3. Agenda Review

There were no comments.

4. Community Comments

There were no comments.

5. Public Hearings

No public hearings were scheduled.

6. New Business

6A. Report from Council Liaison

There was no report.

Jean Lafayette asked about the status of the tent being used by the New Life Assembly of God Church. Mr. Wechner said the congregation is not using the tent which was approved for use through November 30, 2001. The Pastor told the City he did not want to take the tent down

when it was wet. The City Code Compliance Officer, Laura Anderson, is working with the church to resolve this issue.

Chair Emery asked if there was some type of form an applicant could fill out when applying for a temporary use permit. Mr. Wechner said Staff is reviewing the temporary use permit process as well as the home occupation permit process.

Ms. Lafayette asked about the Sherwood Fire Station Remodel. Mr. Wechner said the modular home has been placed on site for temporary housing for the firefighters while the fire station building is being remodeled. The remodel should be completed by the middle of May 2002.

Mr. Allen announced that the new population figures for Sherwood are 12,800 people.

Mr. Wechner announced that the vacant developable land inventory for Sherwood has recently been updated by Gary Pierce, Associate Planner. The City now has an updated map and table with this information. He will provide a copy for the Commission at the next meeting.

In response to Mr. Shannon's question regarding the Meinecke/99W intersection, Mr. Wechner said he was not aware of any final engineering plans at this time. An ODOT representative is in the process of preparing the appraisals for property acquisitions.

Chair Emery adjourned the regular meeting to a work session at approximately 7:30 PM.

7. Work Session to discuss Hotel/Motel Zoning and Changes to Use Designations

Mr. Wechner updated the Commission on the status of the proposed hotel/motel zoning plan text amendments. The City Council would like to see both an overlay zone and citing criteria. The Commission reviewed the report included in the packets. They discussed the following items:

- Provision for parking of large vehicles and RV's. Further refinement of the draft language will be done. The Commission would like to focus on providing RV parking and not larger trucks.
- Controlling access to Highway 99W – who will control access and how it is controlled. Also include access to Tualatin-Sherwood Road.
- Staff has prepared a hotel overlay zone map of the commercial zones in the City, with the exception of the Old Town Overlay District. A copy of the map will be provided to the Commission at the next meeting.
- Add language regarding the definition of hotels and motels so that there is a difference between them.

The Commission reviewed the issue paper on changes to use designations in commercial zones. Mr. Wechner reported that Staff is in the process of preparing a table of uses for residential, commercial and industrial zones in the City. The following issues have been identified by Staff or requested by citizens as noted in their written requests:

- Churches as a permitted use in Commercial Zones. (5-15-01 letter from Joel Marshall, Pastor, The Gathering) The Commission was generally supportive of churches in existing facilities only.
- Chemical production as a permitted use in the General Industrial Zone. (8-8-01 letter from Robert B. Code, President, Cascade Columbia) The Commission was supportive of storage of chemicals, but not manufacturing. One Commissioner recalled public opposition to original approval for this use.
- Recreational facilities as a permitted use in the Light Industrial Zone. (11-12-01 letter from Erik Jonsson and 11-9-01 letter from Joseph Smurdon) The Commission was concerned about viable use as industrial, how higher lease values for commercial uses might change LI uses to more commercial.
- Expansion of allowed mixed-uses in the Commercial Zones. (Staff request) The Commission wanted to see design standards for mixed use.

Mr. Wechner asked the Commission what items they wanted Staff to continue working on or if there were items they wished to have dropped from consideration. The Commission agreed that the four issues required further review. Old Town Design standards will also be reviewed. The next work session is scheduled for December 18, 2001.

The work session was adjourned at 9:15 PM.

Respectfully submitted,

Planning Department