



City of Sherwood
PLANNING COMMISSION
Masonic Hall, 60 NW Washington Street
Tuesday, March 16, 1999
7:00 PM

A G E N D A

1. **Call to Order/Roll Call**
2. **Approval of Minutes - February 16, 1999**
3. **Agenda Review**
4. **Public Hearings:** (Hearing Disclosure Statement. Also, declare conflict of interest, ex-parte contact, or personal bias) **Public Hearings** before the City Council and other Boards and Commissions shall follow the following procedure (Resolution 98-743, adopted June 9, 1998):
 - Staff Report--15 minutes
 - Applicant--30 minutes(to be split, at the discretion of the applicant, between presentation and rebuttal.)
 - Proponents—5 minutes each (applicants may not also speak as proponents.)
 - Opponents—5 minutes each
 - Rebuttal—Balance of applicant time (see above)
 - Close Public Hearing
 - Staff Final Comments—15 minutes
 - Questions of Staff/Discussion by Body—no limit
 - Decision (Note: Written comments are encouraged, and may be submitted prior to the hearing, at the hearing, or when the record is left open, after the hearing for a limited time. There is no limit to the length of written comment that may be submitted)
 - A. **PA 99-2 Sherwood Springs Plan Map Amendment (Type IV):** a request by Biggi Construction for a plan map amendment to rezone Tax Lot 100, Map 2S 1 31CD, located at 17670 SW Sunset Blvd, from Low Density Residential (LDR) to Medium Density Residential Low (MDRL). This application will be reviewed under the TYPE IV process as defined in Chapter 3 of the Community Development Code, Part 3. A second public hearing is required before the City Council.

SUB 99-2/VAR 99-1 Sherwood Springs Preliminary Plat and Variance (Type III): a request by Biggi Construction for preliminary plat approval of a 24-lot single-family subdivision located at 17670 SW Sunset Blvd, Tax Lot 100, Map 2S 1 31CD. The request includes a variance to reduce the standard 50 foot right-of-way to 46 feet to match the existing streets in the Woodhaven development.
5. **Community Comments:** are limited to items NOT on the printed agenda under Public Hearings.
6. **Other 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
March 16, 1999

1. Call to Order/Roll Call

Chairman Whiteman called the meeting to order at 7:10 PM.

Commission Members present:

Keith Mays
Paul Stecher
Angela Weeks
Bill Whiteman

Staff:

Jason Tuck, Associate Planner
Scott Clark, Assistant Planner

Commission Members absent:

Adrian Emery
Susan Claus

2. Minutes of February 16, 1999

Chairman Whiteman asked if there were any additions or corrections to the minutes of February 16, 1999. There were none.

Bill Whiteman moved the Planning Commission accept the February 16, 1999 minutes as presented. Seconded by Angela Weeks.

Vote for Passage of Motion: 4-Yes, 0-No, 0-Abstain

3. Agenda Review

There were no comments.

4. Public Hearings

Chairman Whiteman read the hearings disclosure statement and requested that Commission members reveal any conflict of interest, ex-parte contact or bias regarding any issues on the agenda. There were no Commissioner disclosures.

4A. PA 99-2 Sherwood Springs Plan Map Amendment & SUB 99-2/VAR 99-1 Sherwood Springs Preliminary Plat and Variance

Chairman Whiteman called for the Staff Report. Scott Clark referred the Commission to the Staff Report dated March 9, 1999, a complete copy of which is contained in the Planning Commission's minutes book. He highlighted the main points of the report as follows:

- The site is located at 17670 SW Sunset Blvd, Tax Lot 100, Map 2S 1 31CD. The property is surrounded by the Woodhaven PUD.

- This is a joint application which includes a Plan Map Amendment, Preliminary Subdivision Plan and a Variance request.
- The Plan Map Amendment request is to change the zoning from Low Density Residential (LDR) to Medium Density Residential Low (MDRL). This will allow the density to change from 5 dwelling units per acre to 8 dwelling units per acre. The minimum lot size will go from 7,000 sf to 5,000 sf.
- The second part of the application is a request for preliminary plat approval of a 24-lot single family subdivision. The lot sizes range from 5,000 sf to 5,600 sf.
- The third part of the application is a variance to reduce the standard right-of-way width from 50 feet to 46 feet. This will be more compatible with the surrounding property because the Woodhaven PUD was allowed to reduce the ROW width.
- The site is 3.66 acres in size and is relatively flat. Natural drainage flows from the southwest corner of the site to the north, northeast and east.
- There are five existing structure on the site and all of them are proposed to be moved.
- The Plan Map Amendment meets the required criteria contained in the Sherwood Comprehensive Plan. It is also in compliance with Metro for zone changes.
- A condition has been included to require the houses be compatible with the surrounding neighborhood.
- The proposed right-of-way will consist of 26 feet of pavement, 4-foot planter strips and 5-foot sidewalks on both sides. Staff recommends the paved right-of-way width be 28-feet to match Elder Drive.
- The applicant will be required to mitigate any tree removal from the site. This has been included as a condition.
- There has also been some discussion regarding a booster station in the area to comply with the standard for water flow. Jason Tuck said the Water Master Plan identifies the area for a booster system to provide water to elevations above 240 feet. Woodhaven was conditioned to provide this booster station and other properties have been identified which will need to contribute to the construction of this station.
- The variance and preliminary plan meets the criteria of the Comprehensive Plan.
- Condition #12 recommends the development be a part of the Woodhaven Homeowners Association to ensure maintenance of the open space and design standards.
- Mr. Tuck recommended adding a condition which states approval of the preliminary plat and variance are subject to approval of a decision of the City Council regarding the Plan Map Amendment.

In conclusion, based on Staff review, findings of fact and agency comments, Staff recommends approval of PA 99-2/SUB 99-2/VAR 99-1 Sherwood Springs.

Mr. Stecher asked for clarification regarding the Woodhaven street widths. Mr. Tuck said he would anticipate with the 46 foot right-of-way, the City would not widen the road enough to necessitate any more land to get a wider right-of-way on a local street such as this. This may be required on an arterial or collector street. The adjoining properties are also at 46-feet. Elder View Drive is actually narrower (42 feet) than what the applicant is requesting for a variance.

In response to Chairman Whiteman's question, Mr. Tuck said the adjacent lots are 5,000 sf and larger. With reference to the housing being compatible with the surrounding neighborhood, this means the homes will be the same type of design standard. The planter strips will be transitioned to meet the existing properties. Mr. Stecher asked who had the idea for the planter strips as a City standard. Mr. Tuck responded it is a City standard adopted by the City Council and one of the first subdivisions where planter strips were required was the Arbor Lane Planned Unit Development. Chairman Whiteman said he thought the idea was originated at the Staff level.

Chairman Whiteman opened the public hearing on PA-99-2/SUB 99-2/VAR 99-1 Sherwood Springs Plan Map Amendment, Preliminary Subdivision Plat and Variance. He asked if the applicant and their representatives wished to provide testimony.

Ryan O'Brien, LDC Design Group, representing the applicant, 233 SE Washington Street, Hillsboro, Oregon 97123, addressed the Commission. He noted:

- The applicant does not have any problems with the conditions except the issue of being a part of the Woodhaven Homeowner's Association. He suggested adding a statement, "If they are allowed by Woodhaven to join their association" to the condition. He thought it would be better to go through the City for design review and not the Woodhaven Homeowner's Association design criteria.
- The applicant would be willing to meet the standards for Woodhaven by adopting their CC&R's.

Mr. Stecher said the Woodhaven Homeowner's Association covers the entire PUD, with the exception of some of the first phases. However, if homes in the first phases are resold, they then become a part of the Association. Someone in the audience said the current dues are about \$15.00 per month. The Commission agreed that the design review should be held by the City and this project become a part of the Woodhaven Homeowner's Association, if they are accepted.

Vince Biggi, Biggi Construction, 17660 SW Kramien Road, Newberg, Oregon 97132, addressed the Commission. He asked how involved the City is in the design review process. He said they could adopt the Woodhaven CC&R's.

Mr. Tuck said the Staff looks at every building permit for setbacks and building heights. Chairman Whiteman said Condition #8 deals with design review by the City Planner.

Chairman Whiteman asked if the applicant had any problems with the front yard planter strip. Mr. O'Brien said the applicant would like to leave this as an option. Mr. Biggi said he had no problem with this condition.

Mr. O'Brien showed the Commission several maps of the project layout. The applicant plans to build most of the houses in this subdivision. All of the lots will have a storm sewer. He said the reason the plat showed Phase 1 and Phase 2 is because the applicant would like to build on the four lots (Lots 1-4) adjoining Woodhaven on Galewood Drive as soon as possible. This would complete this section of the street and allow the applicant to begin construction at an earlier date.

Mr. O'Brien said he did not have any further comments.

Chairman Whiteman asked if there was any proponent or opponent testimony. There being none, Chairman Whiteman closed the public hearing on PA 99-2/SUB 99-2/VAR 99-1 Sherwood Springs for discussion by the Commission.

The Commission discussed the condition requiring the applicant to join the Woodhaven Homeowner's Association. It was agreed to reword the condition to include whether the Association would allow them to join. The Commission agreed to add a condition which states the applicant will adopt the Woodhaven CC&R's.

The Commission made the following changes to the conditions of approval:

- Added Condition #14 regarding the approval of the Plan Map Amendment by the City Council.
- Amended Condition #12 to include wording regarding the approval of the Woodhaven Homeowner's Association to include this project in their association. If the applicant is not allowed to join the Woodhaven Homeowner's Association, they would be allowed to form their own homeowner's association.
- Added Condition #15 to discuss the applicant adopting the current Woodhaven CC&R's.

Bill Whiteman moved the Planning Commission recommend approval of PA 99-2 Sherwood Springs Plan Map Amendment to the City Council. Seconded by Keith Mays.

Vote for Passage of Motion: 4-Yes, 0-No, 0-Abstain

Bill Whiteman moved based on the findings of fact, public testimony, agency comments and Staff recommendation, the Planning Commission approve with conditions as amended SUB 99-2/VAR 99-1 Sherwood Springs Preliminary Plat and Variance. This approval is subject to the decision of the City Council regarding PA 99-2. Seconded by Keith Mays.

Vote for Passage of Motion: 4-Yes, 0-No, 0-Abstain

5. Community Comments

There were no comments.

6. Other Business

Jason Tucker said the packets included a report on Title 2 - Regional Parking Policy from Metro's Urban Growth Management Functional Plan. The report included Metro's requirements for parking and the current City parking standards. This report is for information purposes at this point in time and will be reviewed in further detail at a later date.

Chairman Whiteman announced the vacant Planning Commission positions have been filled and the new appointees will begin on April 6, 1999. The new members are Ken Shannon and Sterling Fox. The Commission will elect a Chair and Vice-Chair at this meeting.

7. Adjourn

There being no further business to discuss, the meeting was adjourned at approximately 8:10 PM.

Respectfully submitted,

Planning Department