



**City of Sherwood
PLANNING COMMISSION
855 N. Sherwood Blvd
Tuesday, July 1, 1997
7:00 PM**

A G E N D A

- 1. Call to Order/Roll Call**
- 2. Approval of Minutes of June 17, 1997**
- 3. Community Comments:** *Community comments are limited to items NOT on the printed agenda.*
- 4. Consent Agenda**
 - A. PUD 97-1 Edy Road Preliminary Development Plan & Preliminary Plat:**
Review and adopt findings recommending denial of the land use application.
- 5. Public Hearings:** (Hearing Disclosure Statement. Also, declare conflict of interest, ex-parte contact, or personal bias)
 - A. SUB 97-2 Lucas Subdivision Preliminary Plat:** (continued from June 3, 1997)
a request by Lucas Development for preliminary plat approval of a 5-lot subdivision, located at the intersection of SW Borchers Dr and Pacific Highway. Tax Lot 300, Map 2S 1 29B.
- 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
July 1, 1997

1. Call to Order/Roll Call

Chairman Whiteman called the meeting to order at 7:00 PM.

Commission Members present:

Allen Baker
George Bechtold
Susan Claus (7:05 PM)
Scott Franklin
Doug Saxton
Angela Weeks (7:10 PM)
Bill Whiteman

Staff:

Sue Engels, Development Director
Greg Turner, City Planner
Roxanne Gibbons, Recording Secretary

Chairman Whiteman introduced the newest Commission member, Doug Saxton. Mr. Saxton is filling a term which will expire in March of 1998.

2. Minutes of June 17, 1997 Commission Meeting

Chairman Whiteman asked if there were any corrections, additions or deletions to the minutes of June 17, 1997. There were no comments.

George Bechtold moved the Planning Commission accept the June 17, 1997, Planning Commission meeting minutes as presented. Seconded by Allen Baker.

Vote for Passage of Motion: 3-Yes, 0-No, 1-Abstain (Saxton)

Susan Claus arrived following the vote on the motion.

3. Community Comments

Chairman Whiteman called for comments from the audience regarding any items not on the printed agenda. There were no community comments.

4. Consent Agenda

Chairman Whiteman directed the Commission's attention to the Consent Agenda and called for a motion.

Allen Baked moved the Planning Commission approve the Consent Agenda, PUD 97-1 Edy Road Preliminary Development Plan and Preliminary Plat as presented. Seconded by George Bechtold.

Vote for Passage of Motion: 6-Yes, 0-No, 0-Abstain

Angela Weeks arrived following the vote on the motion.

5. 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.

5A. SUB 97-2 Lucas Subdivision (continued from June 17, 1997)

Chairman Whiteman referred the Commission to a June 16, 1997 letter from the applicant's attorney requesting a continuance to the July 1, 1997 Commission meeting. The applicant's request would advance the 120-day deadline by two additional weeks. Greg Turner read the letter into the record. The continuance is necessary because agreement has not been reached with the City on a driveway onto Scholls-Sherwood Road. The revised 120-day deadline would be October 7, 1997.

Susan Claus moved the Planning Commission continue SUB 97-2 Lucas Subdivision Preliminary Plat to the July 15, 1997 Commission meeting, per the applicant's request. Seconded by Scott Franklin.

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

6. Other Business

Susan Claus reported that Genstar is appealing Condition #9 for SUB 97-3 Woodhaven Phase 4 Preliminary Plat. The specific condition states, "Dedicate to the City properties identified as Tract A for the purpose of the proposed frontage road right-of-way." Ms. Claus said in lieu of dedicating the tract, the applicant would like to receive payment for the tract.

Sue Engels said the appeal would be heard at the July 8, 1997 Council meeting. The applicant intends to leave the tract open. When and if there is a frontage road, this tract would be acquired for that purpose. The tract is approximately 13,000 sf.

Chairman Whiteman said there was some concern by the people involved in the question of the frontage road that the Planning Commission endorsed the frontage road by asking for this dedication. He said this was not the Commission's intent. It is important that this condition not be construed as some endorsement of the Planning Commission for the frontage road concept.

Chairman Whiteman said KATU Channel 2 carried a news story regarding the removal of some trees near Highway 99W and Smith Farms Estates. The State Highway representative said the trees were in the state highway right-of-way and the owner had agreed to remove the trees. Many of the residents of Smith Farms were upset about this tree removal.

Scott Franklin asked about the status of the Act III Theatres land use application. Mr. Turner said Staff has deemed the application incomplete pending a further traffic study. The applicant is preparing a traffic study to meet this requirement.

The Commission discussed how the various jurisdictions allow a different number of accesses to Highway 99W. Ms. Engels said one of the differences is whether ODOT has acquired access rights.

Susan Claus said she was very pleased with the report contained in the Consent Agenda regarding the Edy Road PUD land use application. Chairman Whiteman said he concurred with the findings of the Commission.

Sue Engels reviewed the Transportation System Planning (TSP) process. She noted:

- The City has hired CH2M Hill as a consultant to do some of the TSP review and data gathering.
- Various agencies that have an interest in the City's transportation system plan will review the proposal, such as ODOT, Metro and DLCD.
- The City will form a focus group to review the plan. This group will be comprised of representatives from various interests and good cross section of the general public.
- Public open houses will be held to review the plan.
- Public hearings will be held to review the plan.
- All of the meeting will be open to the public.
- The Planning Commission and City Council will review the recommendations from these meetings and adopt the TSP.
- The City hopes to have this process completed by January 1998.

Chairman Whiteman asked what the process would be to increase the routes for the Tri-Met bus service in Sherwood. Ms. Engels said one way would be include Tri-Met in the transportation planning process. Mr. Franklin said he would be interested in participating in the focus group.

The Commission also discussed how houses are numbered throughout the City. Ms. Engels said it is the City's role to assign street numbers. Trying to use a 5-digit numbering system throughout Old Town would probably be unacceptable. There are also a few street names that are too similar which would need to be looked at. The Engineering Staff will be reviewing street numbering for recommendation to the Council.

Chairman Whiteman will prepare a dialogue for presentation to the School District regarding receiving more up-to-date information on current and future enrollment.

There being no further business to discuss, the meeting was adjourned at 7:40 PM.

Respectfully submitted,

Planning Department