

**City of Sherwood**  
**PLANNING COMMISSION MEETING**  
855 N. Sherwood Blvd  
**Tuesday, October 15, 1996**  
**7:00 PM**

**A G E N D A**

1. **Call to Order/Roll Call**
2. **Approval of Minutes of October 1, 1996**
3. **Community Comments:** *Community comments are limited to items NOT on the printed agenda.*
4. **Consent Agenda**
  - A. **SUB 96-4 Woodhaven Phase 5 Final Plat:** a request by Genstar for final plat approval of a 36-lot subdivision in Woodhaven PUD.
5. **Public Hearings:** (Hearing Disclosure Statement. Also, declare conflict of interest, ex-parte contact, or personal bias)
  - A. **SP 96-4 Woodhaven Apartments Site Plan:** at written request of applicant, motion to continue to November 19, 1996 Planning Commission meeting.
  - B. **SP 96-12 Shurgard Storage Center Expansion Site Plan:** a request by Smith-Gerig Properties, LLC, for expansion of Shurgard Storage Center mini-storage facility at 20475 SW Cipole Road. Tax Lot 601, Map 2S 1 28A.
6. **Other Business**
  - A. Pending Land Use Applications
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**  
**October 15, 1996**

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

Chairman Bill Whiteman called the meeting to order at 7:15 PM.

Commission Members present:

Susan Claus  
Chris Corrado  
Rick Hohnbaum  
Bill Whiteman

Staff:

Sue Engels, Development Director  
Jason Tuck, Assistant Planner  
Jan Youngquist, Planning Intern  
Roxanne Gibbons, Recording Secretary

Commission Members absent:

Allen Baker  
George Bechtold  
Angela Weeks

**2. Minutes of October 1, 1996 Commission Meeting**

Chairman Whiteman asked if there were any corrections, additions or deletions to the minutes of October 1, 1996. There were no comments.

**Chris Corrado moved the Planning Commission accept the October 1, 1996 minutes as presented. Seconded by Rick Hohnbaum.**

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

**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 asked that SUB 96-4 Woodhaven Phase 5 Final Plat be removed from the consent agenda for discussion, and referenced copies of a motion which were distributed to the Commission. Sue Engels reported that Staff was unable to complete the Staff Report and recommendations for the final plat in time for the Commission's review. Staff is recommending that the application be placed on the November 5, 1996 Commission agenda. Ms. Engels said that the applicant did not have any problem with this recommendation. The Commission agreed to schedule SUB 96-4 Woodhaven Phase 5 Final Plat for the November 5, 1996 regular Commission meeting.

Mr. Hohnbaum suggested the Commission discuss the proposed motion so that the applicant would be aware of the feelings of the Commission. The motion read, "I move to table SUB 96-4 Woodhaven Phase 5 Final Plat until the Commission receives written reply from ODOT as to the status of signalization of Sunset and Highway 99W." Chairman Whiteman explained the intent of this motion. He understood that part of the original PUD approval was that signalization at this intersection be provided as warranted and the project developed. The only communication he

was aware of, according to the Woodhaven representatives, was that the State was not concerned about a signal at this intersection.

Chairman Whiteman said the Commission has asked the City Manager for a written response to this issue from the State of Oregon Department of Transportation (ODOT). Recently, there have been two accidents at this intersection. The safety issues become more critical inasmuch as the YMCA may be built near this intersection. As a Commission of planning, it behooves them to pay attention to these issues. He suggested that the City contact State Legislative Representatives for the Sherwood district to solicit their assistance in resolving the matter. He had very strong feelings about the signal and the continued development in this area. The safety issue needs to be addressed.

Sue Engels reported the City had communication from the State that the sight distance was inadequate at this intersection for placement of a signal. The City's position is that the intersection is dangerous and a signal is warranted. Some type of warning light could be placed prior to the signal alerting motorists that a signal is located just ahead. Traffic speed could also be slowed into this area prior to the reaching the signal. Ms. Engels said meetings are on-going with ODOT to work on a signalization plan for this area.

The Commission thought Genstar had tried to do everything possible to move forward in getting a signal for this intersection. The Commission concurred with Chairman Whiteman's position regarding the need for signalization at the Sunset and Highway 99W intersection. Staff will contact Genstar regarding the Commission's intention and discussion.

## **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.**

There were no Commissioner disclosures.

### **5A. SP 96-4 Woodhaven Apartments Site Plan**

Chairman Whiteman announced that the applicant had requested a continuance to the November 19, 1996 Commission meeting. There were no objections to this request.

**Susan Claus moved the Planning Commission continue SP 96-4 Woodhaven Apartments Site Plan to the November 19, 1996 Planning Commission meeting, based on the applicant's written request. Seconded by Chris Corrado.**

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

### **5B. SP 96-12 Shurgard Storage Center Expansion Site Plan**

Chairman Whiteman called for the Staff Report. Jason Tuck referred the Commission to the Staff Report dated October 8, 1996, a complete copy of which is contained in the Planning Commission's minutes book. The applicant is requesting site plan approval for a 24,790 sf expansion to the existing Shurgard Mini-Storage facility. Mr. Tuck presented slides of the site and specifically noted:

- The site consists of 4.86 acres located west of Cipole Road and north of Tualatin-Sherwood Road, Tax Lot 601, Map 2S 1 28A.
- The site is zoned General Industrial (GI) and the proposed use is permitted outright within the zone.
- The site is relatively flat and there are no existing trees to be removed.
- The applicant proposes to landscape 22% of the site which exceeds code requirements.
- The existing driveway is sufficient to meet the minimum standards.
- A 5 foot sidewalk will need to be placed along the site frontage on Cipole Road, in addition to complying with Washington County standards for sight distance.
- The drainage ditch will need to be cleaned, shaped and graded.

In conclusion, Staff recommends approval of SP 96-12 Shurgard Storage Center Expansion with the conditions contained in the Staff Report.

Susan Claus asked for clarification regarding the cell tower. Mr. Tuck said the tower was indicated to show where it may be located at some time in the future. It was not approved at this time.

**Chairman Whiteman opened the public hearing on SP 96-12 Shurgard Storage Center Expansion and asked if the applicant wished to provide testimony.**

Rick Givens, Planning Resources, Inc., 13395 S. Leland Road, Oregon City, Oregon 97045, addressed the Commission. Mr. Givens noted:

- The basic proposal is to finish out the development of the property.
- The site circulation is controlled through a gate off of Cipole Road.
- The proposed buildings will be the same as previously built on the site.
- The applicant has reviewed the conditions contained in the Staff Report and they do not have a concern with any of the conditions.

Brian Smith, one of the two owners, 20475 SW Cipole Road, Sherwood, Oregon 97140, addressed the Commission. The existing units are at 94% occupancy. Industry statistics allow about 18 months for 90% occupancy of new storage units. He did not believe it would take that long to fill the new units. Some of the new units will be large enough for RV customers with boats and small campers. The new units will supply a totally enclosed RV coverage, 40 foot deep bays with 12 foot doors, and will be located on the back of the property. Many of their existing customers, who are now storing their units outside, have expressed an interest in utilizing the enclosed units.

**Chairman Whiteman asked if there was anyone else who wished to speak in favor of the application. There was no further proponent testimony. Chairman Whiteman asked if there was anyone who wished to speak in opposition to the application. There was no opponent testimony and therefore the rebuttal portion of the hearing was dispensed with. Chairman Whiteman closed the public hearing on SP 96-12 Shurgard Storage Center Expansion Site Plan for discussion by the Commission.**

Susan Claus said the proposed buildings looked good and that there is a need for this type of storage in the area. The additional enclosed RV storage is also a very good idea.

In response to Chairman Whiteman's question, Mr. Smith said the property behind the site is being developed by Sabre Construction. On the southwest side of the site there is a landlocked acre or two acres which the applicant would be interested in purchasing.

There were no further Commissioner comments.

**Susan Claus moved the Planning Commission approve SP 96-12 Shurgard Storage Center Expansion Site Plan based on staff recommendations, findings of fact, agency comments, public testimony and conditions as presented. Seconded by Chris Corrado.**

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

SP 96-12 Shurgard Storage Center Expansion Site Plan was approved subject to the following conditions:

Prior to issuance of a building permit:

1. Provide engineered construction plans to the City and all applicable agencies for public and private improvements including costs, maintenance and bonding provisions in compliance with City, USA, WCDLUT and TVFRD standards. The plans shall include provisions for streets, street trees, on-site sidewalks, sanitary sewer, water, fire protection, storm water runoff, erosion control, grading, site lighting, landscaping and signage.

In Particular:

- A. Construct a concrete sidewalk to county standards along SW Cipole Rd. frontage.
  - B. The existing access to SW Cipole Rd. needs to meet county standards.
  - C. Construct improvements within the right-of-way as necessary to provide adequate intersection sight distance at SW Cipole Rd. access point.
  - D. Provide adequate roadway drainage along SW Cipole Rd. frontage. Clean, grade and shape the ditch.
2. Mark driveways and circulation lanes for directional flow with painted arrows on the pavement, and signage if necessary.
  3. Provide a final landscape plan for city approval prior to building permit issuance.
  4. Obtain an administrative sign permit from the City of Sherwood prior to any sign installation, if applicable.

This approval is valid for one (1) year.

## 6. OTHER BUSINESS

Sue Engels referred the Commission to a report prepared by Jan Youngquist identifying undeveloped subdivision lots in Sherwood. The total number of undeveloped lots is 2011 including Woodhaven. The Commission commended Ms. Youngquist for her report and agreed that the information would be very useful. Mr. Hohnbaum suggested that a letter and a copy of the report be sent to the Sherwood School Board. Ms. Claus asked if information could be pulled from the report showing the lots of likely users of Sunset Boulevard and then pass this information on to Genstar. The City is currently working towards having this type of information available from a database.

Sue Engels announced that a City Planner has been hired. His name is Greg Turner and he will start on November 1, 1996. Mr. Turner has worked for a city near Los Angeles of about 32,000 population that is basically built-out. He has worked on a downtown redevelopment plan, is a licensed architect as well as a planner.

Sue Engels announced that City Engineer, Garth Shull, has submitted his resignation. The City will be in the process of hiring a new City Engineer.

Sue Engels and Jason Tuck presented an overview of pending land use applications and future planned developments in Sherwood.

There being no further business to discuss, the meeting was adjourned at 8:07 PM.

Respectfully submitted,

Planning Department