

City of Sherwood, Oregon
Joint Planning Commission / City Council Meeting

April 18, 1995

1. Call to Order/Roll Call

Chairman Birchill called the meeting to order at 7:00 p.m. Commission members present: Chairman Gene Birchill, Vice-Chairman Chris Corrado, George Bechtold, Susan Claus, Rick Hohnbaum, Kenneth Shannon and Marge Stewart. Planning Director Carole Connell and Secretary Roxanne Gibbons were also present.

2. Minutes of April 4, 1995 Meeting

Chairman Birchill asked if there were any corrections or additions to the minutes of April 4, 1995. There being none, Chairman Birchill accepted the minutes as presented.

3. Community Comments

Chairman Birchill called for comments from the audience regarding any items not on the printed agenda. There being none, Chairman Birchill moved to the next agenda item.

4. PUD 93-2 Wyndham Ridge Final PUD Development Plan and Final Subdivision Plat

Chairman Birchill called for the staff report.

Rick Hohnbaum announced this was not a public hearing, but due to a definite conflict of interest and possible litigation with the engineering firm involved with this project, he was excusing himself from this particular action.

Carole Connell reported this is a Final Plat and Final Development Plan for 123-lot single family development on Pacific Highway. Ms. Connell referred the Commission to the maps on the board and the Staff Report dated April 11, 1995, a complete copy of which is contained in the Commission's minutes book.

As per Commissioner Corrado's recommendation, a comparison report of the Planning Commission conditions of approval for Wyndham Ridge Preliminary Development Plan and Preliminary Plat determined on March 15, 1994 and the City Council conditions of approval of same on April 27, 1994, was included in the packets. This report was prepared by Assistant Planner, Lisa Nell. Ms. Connell stated the report showed only minor differences.

Ms. Connell pointed out there was a pending issue on this project and referred the Commission to an April 12, 1995 letter in the packets to the applicants from the City Manager, Jim Rapp. At the April 11, 1995 City Council meeting, the applicant requested the Council clarify two of the conditions of approval. The Council did agree to modify one of the conditions, but delayed a decision on the second condition to provide a secondary access to the project prior to commencing Phase 2, pending a public hearing scheduled on May 9, 1995. The Council asked that the Planning

Commission review this issue and make a recommendation.

Ms. Connell highlighted the conditions of approval and reviewed the remaining items which need to be addressed. In response to Mr. Bechtold's question, Ms. Connell stated the open space dedication is relative to the floodplain and wetlands and Staff is confident this dedication will be recorded with the plat, subsequent to dedication by easement with the associated Handley Partition.

Ms. Connell stated the condition (#4) referencing access to Pacific Highway and the construction of interim improvements at the Meinecke Road/Pacific Highway intersection is complicated. An important point was that ODOT required improved access to the site which Staff interpreted as the need for a new intersection at Meinecke Road and Pacific Highway. Subsequently, nearly a full year was spent in negotiating access to the highway with ODOT. The result was a "pork chop" style island that restricted direct crossing of the intersection from the development. ODOT has programmed rebuilding of this portion of Pacific Highway in its Six Year Plan to eliminate existing sight distance problems and, presumably, at that time a regular intersection can be developed. The City consented to this "right in, right out" design but still perceived the Meinecke Road improvements occurring.

Ms. Connell continued that the second part of the condition states Phase 2 may not commence until there is an alternative access to the project or a permit from ODOT is obtained. The applicant asked Council for clarification of this condition. The Council will hold a public hearing on May 9, 1995. Ms. Connell suggested a Commission recommendation to Council on this item.

Considerable discussion followed regarding the interpretation of access to the site.

Ms. Connell said that regarding the landscape corridor plan for the Highway 99W frontage, Staff agreed with the applicant that there is not adequate area for a landscape corridor, but that an entrance sign and surrounding landscaping is more practical in the area identified as Tract "E".

Returning to the question on Condition #4, Ms. Connell reported that the applicant asked the City Council for clarification regarding the condition to provide a through east-west and north-south minor collector street to full City classification. This condition was in compliance with the City Transportation Plan. However, there was a conflicting condition that came out of the Planning Commission process that allowed the north-south section to be constructed at local street standard. The Council removed this conflicting condition. The Council considered the applicant's proposed street section and found the compromise solution to build a full minor collector street in a reduced right-of-way to be acceptable.

Ms. Connell referred to the condition to provide street names in accordance with City standards and stated that Staff recommended that street names such as 177th and 178th street should not be accepted.

In summary, Ms. Connell recommended approval of the Wyndham Ridge Final Development Plan and Final Plat subject to meeting the conditions of approval and with a recommendation from the Commission regarding a second access prior to Phase 2.

There being no further questions, Chairman Birchill asked if the applicant wished to address the Commission.

Mark Dane, Alpha Engineering, 9600 SW Oak, Suite 230, Portland, Oregon 97223, addressed the Council as a representative of the applicant, Centex Real Estate Corporation. Mr. Dane stated it had been an extremely drawn out process with very complicated issues.

The applicant would like to see approval with the conditions as written and approved with the intent of going before the Council on May 9, 1995 to request a minor change to one of the conditions.

The primary reason for this request is that the specifics to the condition are impossible to perform in lieu of ODOT's decision not to allow an access permit for an intersection. ODOT declined to issue a permit for the recommended design without substantial reconstruction of Highway 99W because the design did not meet the new criteria to evaluate intersection improvements to State Highways. The condition, as written, responded to the recommendations of the traffic report for safety based on the old standard used by ODOT, the concerns of the adjacent property owners and the City, but was dependent upon ODOT to issue an access permit for the recommended design. Instead, ODOT recommended the "right in-right out" alternative as an interim improvement to serve the full build out of both phases of Wyndham Ridge.

Mr. Dane stated the applicants will be meeting with the neighbors prior to the May 9 public hearing to apprise them on the status of the project and how they plan to meet the conditions.

Mr. Dane advised the Commission that the DSL has provided the applicant with certification of the floodplain and wetlands delineation, permitting for utility and road improvements and approval of the wetlands mitigation plan. The wetlands mitigation monitoring plan will be provided to the City.

Mr. Dane stated that the basis of the 177th street name came from Washington County and any recommendations should be addressed between the City and the County.

In response to Mr. Bechtold's question, Mr. Dane said the bike trail would be composed of a soft surface compatible with the natural environment. This trail will eventually be maintained by the City. Ms. Connell asked how that could function as a bike lane. Mr. Dane responded in that area the street would be

preferable for bicyclists.

In response to Mr. Shannon's question, Mr. Dane stated there will be 71 houses in Phase 1.

Mr. Dane referred the Commission to the Kittelson & Associates, Inc. Highway 99W/Meinecke Road Intersection Study dated February 18, 1994 which was included in the packets. The analysis was performed to determine what improvements would be necessary to provide a "safe" intersection. In part, the report stated an interim intersection design at the current location can provide effective and safe operations under minor street stop-sign control for initial development of 50% of the proposed Wyndham Ridge between 1994 and 1997. Mr. Dane said this would be Phase 1. The Study continued, that at levels of Wyndham Ridge development greater than 50%, the level of service provided by a stop-sign controller intersection becomes unacceptable, but none of the tested signal warrants were met.

Mr. Dane stated that the "right in-right out" alternative recommended by ODOT as an interim improvement to serve the full build out of both phases of Wyndham Ridge is both safe and functional. This means the condition relative to this should be changed. Considerable discussion followed regarding the Highway 99W intersection and access to the project.

Roy Priest, 4000 Kruse Way Place, Building 2, Suite 300, Lake Oswego, Oregon 97035 addressed the Commission. Mr. Priest represented the applicant, Centex Real Estate Corporation. Mr. Priest said there was a lot of negotiating with ODOT to come up with the "right in-right out" design. In response to Ms. Claus' questions, Mr. Priest said this will be an interim solution until the full intersection can be developed by ODOT in their Six Year Plan.

Carole Connell stated the Meinecke Road approach rebuild is estimated in the City CIP to cost \$325,000. Mr. Priest said any other improvements to bring Pacific Highway into compliance is not included in this amount. ODOT has mentioned a figure of \$1,000,000, but a formal estimate has not been completed at this time. ODOT is in the preliminary study process regarding different options for improvements to Pacific Highway. Ms. Claus asked if ODOT's plan called for signalization. Mr. Priest responded he did not know, but that it will be a 4-way intersection and it may not meet or warrant a signal until the commercial development is completed.

In response to Ms. Claus' question, Mr. Priest stated the absorption rate for Phase 1 will be 40 units per year. Construction would start on Phase 2 in the second year with a two year build out.

Mr. Priest stated the applicants are asking the Planning Commission to make a recommendation to the City Council that the

access issue be left to something that ODOT will permit.

In response to Ms. Claus' question, Mr. Priest stated that in order to get a second access the applicant would need to acquire another piece of property because the current property does not have frontage on any other road. This could mean they may not be able to develop the second phase unless adjoining property could be obtained. There would be several other issues to resolve. As soon as the commercial portion of the Handley property is developed, the full intersection would have to be completed and the "right in-right out" would be vacated.

Ms. Claus asked about the 7 properties still being contributors for the Meinecke/99W intersection improvement. Ms. Connell referred to the map in the Kittelson Report.

In response to Mr. Hohnbaum's question, Mr. Priest stated it is not likely the speed limit on Pacific Highway would be reduced to 45 MPH. The speed limit has been established by the State Speed Board and one of the criteria is based on the amount of traffic traveling north and south on the highway.

Chairman Birchill advised the Commission that if the second access is removed as a condition, there would be a violation of the interpretation of the Fire Code. If this happens, Chairman Birchill advised including a recommendation that alternate access or alternate means of fire protection be coordinated with the Fire District. Ms. Connell read two letters from the Fire District regarding access to the project and their initial approval of the project without a secondary access.

Mr. Priest stated the applicants are only asking for approval of Phase 1 from the Commission tonight.

Following further discussion and comments,

Chris Corrado moved that based upon of findings of fact outlined in the Staff Report dated April 11, 1995 and recommendations, that PUD 93-2 Wyndham Ridge Final Development Plan and Final Plat for Phase I (71 lot) single family development on Pacific Highway be approved subject to the following conditions:

Prior to Plat recording:

1. Certify Division of State Lands and Corps of Engineers verification of the floodplain and wetlands delineation, of permitting for utility and road improvements, and their approval of the wetlands mitigation plan. Provide a professional survey of the wetlands. Provide a plan for reporting wetlands mitigation monitoring to the City.
2. Legally define and dedicate Tracts "A", "B", "C" and "F" to the City.

3. Provide to the City a proportional contribution to rebuild the Meinecke Road/Pacific Highway approach, based on one estimated traffic generated by Wyndham Ridge as described in the Kittelson and Associates' reports.
4. Provide engineered construction plans for public utilities and roads, including costs, maintenance and bonding provisions in compliance with City standards. The plans shall include provisions for streets, storm water runoff, sanitary sewer, water, fire protection, erosion control, street lighting and street trees in compliance with the City, USA, TVFRD, and at a minimum shall include:
 - a. Utility extensions to all adjoining properties.
 - b. Pedestrian trail alignment and construction plans to the creek, including a trail paralleling the creek.
 - c. Provide additional data and construct storm water quantity and quality facilities in compliance with City standards including:
 - (1) Determine runoff impact to downstream properties.
 - (2) Provide calculations for an on-site quality facility showing standards are met.
 - (3) Provide a landscape/maintenance plan showing plantings, fencing, access and pedestrian easements on Tracts "C", "E" and "G".
 - (4) Locate facilities and manage storm water so that quantity and quality are fully preserved for flows into wetlands in the dedicated area and to areas north and east of the PUD.
 - d. Provide "No Parking" signs on one side of all local streets, and the north side of the entry collector up to the greenway trail.
 - e. Provide street names in accordance with City standards.
 - f. Provide one street tree (two on corner lots) uniformly planted in the front yard or in a planter strip in accordance with City street tree standards.
 - g. Provide adequate water pressure and looping of water line to City standards.
 - h. Provide a north-south minor collector street to City classification, construction specifications as approved by the City Council on April 12, 1995 and include a bike lane from the greenway trail to Pacific Highway.
 - i. Prior to Phase 2, coordinate with the TVFRD on an alternate access or alternative fire protection provision shall be provided. Evaluate the emergency response route with the TVFRD.
5. Tree cutting in the dedicated open space is prohibited. Preserve the existing stand of trees adjoining Tax Lots 900 and 1000 on the southern boundary.

6. Parks SDC credits may only be applied to floodplain/greenway areas identified in the Parks Master Plan.
7. Standard building setbacks apply to each lot, except that lots may have a minimum ten (10) feet setback where adjoining dedicated open space.
8. Construct a six (6) foot high sight-obscuring fence adjoining the UGB on all sides as agreed upon by the property owners, the City and the applicant.

The motion was seconded by Marge Stewart and carried with Commissioners Corrado, Shannon and Stewart voting aye; Commissioner Birchill voting against and Commissioners Bechtold and Claus abstaining.

In response to the City Council's request, the Commission made the following recommendation to the City Council:

Gene Birchill moved that the Planning Commission recommend to the City Council that a secondary access be installed in accordance with Fire District requirements prior to the initiation of Phase 2 of PUD 93-2 Wyndham Ridge. The motion was seconded by George Bechtold and carried with Commissioners Birchill, Bechtold and Corrado voting aye, Commissioner Shannon voting against and Commissioners Claus and Stewart abstaining.

Chairman Birchill recessed the meeting at 8:30 PM and reconvened the Joint Planning Commission/City Council meeting at 8:40 PM.

The following Planning Commission members were in attendance: Chairman Gene Birchill, Vice-Chairman Chris Corrado, George Bechtold, Susan Claus, Rick Hohnbaum, Kenneth Shannon and Marge Stewart.

5. Joint City Council/Planning Commission Workshop on the Transportation Planning Rule Grant Goals and Objectives.

Keith Liden and Jeff Mitchem, McKeever/Morris, Inc., are the Consulting Team which is developing the report on implementation of the Transportation Planning Rule for Sherwood.

Mr. Liden discussed the first work session at which time the Commission was presented an overview of the Transportation Planning Rule (TPR) and reviewed examples of good and bad development. At the conclusion of this meeting, it was the consensus of the Commission that existing policies and goals should be used as the first guide and then, as necessary, develop policy or goal language where needed. During this second work session, the Commission would review information which comprised alternatives for implementing the TPR. The information was organized into the following seven (7) categories:

- (1) Road Systems
 - * Pedestrian/Bicycle Access
 - * Transit Access
- (2) Pedestrian and Bicycle Access
 - * Internal
 - * External
- (3) Transit Facilities
 - * Stop Location
 - * Stop Design
- (4) Transit Supportive Land Use
 - * Mixed Use
 - * Density
- (5) Transit Supportive Redevelopment
 - * Surface Parking Lots
 - * On-Street Parking
- (6) Bicycle Parking
 - * For all New Development (except Single-Family Residential)
- (7) Preferential Parking
 - * Carpools
 - * Vanpools

Mr. Liden explained that the TPR is relatively subjective and allows the City a lot of flexibility in how they wish to address different elements of the TPR. The result will be the type of transportation system the City wishes to develop. The Consulting Team will prepare a full report on the recommendations for each alternative.

Jeff Mitchem presented an in-depth review of each category showing overheads that included an example of TPR recommended policy language, a summary of City Policy language and some illustrations. Mr. Mitchem identified various key aspects of each illustration. He explained that the Consulting Team will examine the complete system so that the result will be tailored to accommodate Sherwood.

Mr. Liden referred the Commission to a map showing on-street bicycle facilities proposed by the Transportation Plan and the greenbelt pathways proposed by the Parks Plan. Mr. Liden asked if the map showed all of the connections. Ms. Connell responded there were two crossings at Six Corners (Edy Road/Sherwood Boulevard crossing should be added).

The Commission continued to review and brainstorm the alternatives and made the following recommendations:

The Commission added the following elements to **Road Systems**:
 System: Sherwood Boulevard to Edy Road, Adams (Highland), Greenway Crossing of 99W, Pedestrian/Bike Crossing, Rail Right-of-Way Potential, Refine and Strengthen Policy/Code Text to confirm with TPR, Identify Special Intersection Treatment/Locations.

Local Circulation: Discourage private streets, Require pedestrian

connections cul-de-sac (dead ends) to arterials/major collectors, Consider orientation but don't require, maybe okay for other uses such as commercial/multi-family.

The Commission also discussed public and private streets and whether more restrictive standards should be included in the TPR.

It was the consensus of the Commission that streets should be public with required pedestrian connections to arterials.

The Commission added the following elements to **Pedestrian/Bicycle Access:** Check relationship between front yard setback and landscaping recommendations for different situations, Pathway acquisition, CIP provisions for pedestrian/bike, Standards for pedestrian/bike paths, Cooperative effort to develop access government/property owner using credits and other incentives.

The Commission added the following elements to **Transit Facilities:** Identify transit corridors, Recommend bus stop treatment (bulbs/pull outs).

The Commission added the following elements to **Transit Supportive Land Use:** Minimum density standards, Building orientation, Residential mix, especially downtown, Parking location.

The Commission added the following elements to **Transit Supportive Redevelopment:** Okay with criteria. Location/orientation with expansion, Some parking reduction with transit available, Mid-Block treatment, On street parking examples should be included.

The Commission added the following elements to **Bicycle Parking:** Recommend options to encourage bicycling.

The Commission added the following elements to **Preferential Parking:** Restrict employee parking on public streets.

Mr. Liden stated that the State would like a report or recommended package by June 30, 1995. The Consulting Team will meet with the Planning Commission on May 16, 1995 to complete recommendations for the City Council.

The Commission thanked Mr. Liden and Mr. Mitchem for their presentation.

Planning Director's Report

Carole Connell referred the Commission to the April 6, 1995 letter in the packets addressed to Mr. James Stormo, Pinnacle Engineering, regarding West Villa Estates Preliminary Plat submittal. Ms. Connell passed out a follow-up letter dated April 17, 1995 to Mr. Stormo which detailed the reasons for the City's rejection of the application and recommendations on how to proceed. This matter will probably come before the Commission in 4-6 weeks.

Chairman Birchill requested that election of Commission Chair and

Vice-Chair be placed as Item No. 4 on the Agenda for the May 2, 1995 Planning Commission meeting. Rick Hohnbaum read the dates of expiration for the Commissioners terms. The dates are Susan Claus - March 1999; Gene Birchill - March 1996; Kenneth Shannon - March 1996; Marge Stewart - March 1997; Rick Hohnbaum - March 1997; Chris Corrado - March 1998; George Bechtold - March 1998.

There being no further business to discuss, the meeting was adjourned at 10:40 PM.

Respectfully submitted,

Roxanne Gibbons
Planning Commission Secretary