



P.O. Box 167
Sherwood, Oregon 97140
625-5522 625-5523

CITY OF SHERWOOD
PLANNING COMMISSION

JANUARY 19, 1987

SENIOR/COMMUNITY CENTER

7:30 P.M.

AGENDA

- I. Call to Order
- II. Minutes of November 17, 1986
- III. Continuation of Smith Farm Estates Proposed Revised Site Plan
- IV. Correction to Pride Disposal Site Plan Approval Conditions
- V. Public Hearing on the Proposed Old Town Overlay Zone
- VI. Request for Time Extension of the Marshall Preliminary Industrial Subdivision Plat
- VII. Review & Recommendation of Four Proposed Annexations to the City
 1. Sherwood-Scholls
 2. Foster
 3. Murdock Road
 4. 99W
- VIII. Discussion of 1987 Planning Projects

To: City of Sherwood
Planning Commission

From: Carol W. Connell
Benkendorf & Associates
Consulting City Planner

Date: January 8, 1987

Subject: Smith Farm Estates Proposed Revised Site Plan

At the November 17, 1986 meeting the Commission continued this request until a legal opinion regarding the greenway path could be made available. The opinion was requested to resolve the pathway requirement and the location of the proposed recreation building. The Commission also came to a consensus regarding the following issues:

Landscaping along the NW property line, and a sight obscuring fence and landscaping around the R.V. Storage areas shall be installed by June 1987.

Attached is Mr. Derryck Dittman's legal opinion about the pathway. In his opinion, unless the Commission agrees to a revision of the original site plan approval, the pathway must be constructed and dedicated by easement.

The recreation building is proposed to be located in the area now designated as an entry into the greenway.

An additional issue that came up was a concern that the sales operation conducted by Mr. Hal Roth was not a legal use. I verified to the Commission that what Mr. Roth was doing qualified as a home occupation, because I was under the impression he was living there. Since then I have learned that Mr. Roth does not live in the unit. Therefore, the mobile sales business occurring is illegal. Mr. Roth is in the process of relocating to an area adjoining the park but adjacent to the highway, which is zoned commercial. The originally approved site plan for that site has expired and will need to be re-approved by the Commission.

These issues need to be resolved. Staff recommends the following:

- 1) Landscaping along the entire NW property line, and sight obscuring fence and landscaping around the R.V. storage area shall be installed by June 1, 1987. To assure faithful performance, the developer shall file security acceptable to the City in an amount equal to 100% of the estimated cost of improvements, either by Personal or Security bond, or cash deposit.

- 2) The greenway path shall be designed, legally described, executed by easement dedication and constructed by June 1, 1987. To assure faithful performance, the developer shall file security as described above.
- 3) The area between lots 55 and 56 was not planned as a building lot but rather as "the best location for open space activities and interesting views into the greenway." A recreation building should not be located there.
- 4) Unless the sales office is used primarily as a residence, the sales operation shall be terminated by March 1, 1987.

ANDERSON & DITTMAN
ATTORNEYS AT LAW
TIGARD PROFESSIONAL CENTER
8865 S.W. CENTER STREET
P. O. BOX 23006, TIGARD, OREGON 97223
TELEPHONE (503) 639-1121

DERRYCK H. DITTMAN
ROGER F. ANDERSON

December 10, 1986

Carole Wells Connell
Consulting Planner
City of Sherwood
P.O. Box 167
Sherwood, OR 97140

Re: Pathway/Smith Farm Estates

Dear Carole:

I have reviewed the packet of materials you sent regarding the background of the approvals of the Smith Farm Estates Development.

In my opinion, the dedication or acquisition of the entire greenway issue is entirely a different issue than the requirement that a pedestrian pathway or trail be constructed through the greenway area to link with trails built or to be built in the rest of the greenway system along Cedar Creek.

The plan submitted with the application and the plan finally approved appear to have clearly marked thereon a "dedicated pathway" through the greenway area. That pathway was intended not solely for the benefit of Smith Farm Estates. "Dedication" of the pathway would not have been required if it were only for the internal use of the lot owners or residents of Smith Farm Estates. Therefore, since this pathway is to also benefit the public generally, even if 100% of the interested residents of Smith Farm Estates were to oppose development of the pathway, that would not preclude the City from requiring its development and the recordation of an easement instrument legally describing the location of the pathway through the greenway area.

Had the City acquired the entire greenway, the easement instrument would not have been necessary, as the public would hold fee title to the entire area. Since at present fee title has not been acquired, dedication of an easement for and development of the pathway is necessary by the developer. In my opinion, even had the City acquired the greenway in fee, that would not have eliminated, unless the City agreed to it, the requirement that as a part of its development commitment that the developer install

Carole Wells Connell
December 10, 1986
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the pathways. I note that in the engineer's construction specifications there is a pathway cross section showing how the pathways are to be built. All that remains for determination is to specifically design the location of the pathway in relationship to the topography, legally describe that location, prepare and execute appropriate easement dedication documents, and construct the pathways.

I see absolutely nothing in the materials you provided to support the proposition that if the City didn't acquire the entire greenway area, the requirement, development and dedication of the public pathway would be waived.

Very truly yours,

ANDERSON & DITTMAN



Derryck H. Dittman

DHD:sr

cc: James Rapp

To: City of Sherwood
Planning Commission

From: Carole W. Connell
Benkendorf & Associates
Consulting City Planner

Date: January 8, 1987

Subject: Pride Disposal Site Plan Approval

On November 17, 1986 the Commission approved the Pride Disposal Site plan with several conditions. It has come to my attention that the following condition cannot be authorized by the Planning Commission.


A fifteen (15) foot visual corridor along Edy Road shall be landscaped for a distance of about 380 feet west of the east property line **within five years**. If the County requires a change in the proposed driveway location, the applicant shall review the corridor landscape requirement with the City.

The Planning Commission agreed to the 5 year stipulation because of pending Edy Road improvements. Washington County is scheduled to make these improvements in 1990. However, a road profile can be developed, based on right of way requirements, to determine where the landscaping should begin.

The Code specifically states (Section 5.204.01) that landscaping shall be installed prior to the issuance of occupancy permits, unless security equal to the cost of landscaping is filed with the City. If the installation of landscaping is not completed within six months, the security may be used by the City to complete the installation.

Staff recommends a revision of the original approval condition as written above.

January 5, 1987

TO: Planning Commission
FROM: Jim Rapp, City Manager 
THRU: Carole Connell, Consulting City Planner
RE: Old Town Overlay Zone Text and Zone Boundary

Re-attached for the Commission's convenience are the previously distributed draft zoning text and draft zone boundary for the Old Town (OT) Overlay Zone. The Commission needs to conduct separate hearings on both the text and boundary and make recommendations to the City Council.

I heard three main concerns being expressed during the Commission's November discussion on this matter. Firstly, why is this being done at all? Essentially the OT zone represents the implementation of one of the primary recommendations of the Old Town Study, adopted by the City in late 1983. The Study included strategies and policies for marketing, public and private improvements, and design standards, as well as zoning recommendations.

Secondly, on what basis is "liberalized" site planning (i.e. off-street parking, setbacks, etc.) permitted? The premise, which has been well established by similar enactments across the country, is that Old Town is a historical resource with unique and irreplaceable physical characteristics and limitations, and can therefore be accorded unique zoning regulations, without violating the principles of uniform treatment under the Code. At the same time as increased latitude is permitted, the zoning must ensure that the resource being given the special benefit is preserved. Thus the design guidelines attached to the OT text, which are an adaptation of the criteria outlined in the 1983 study. To allow otherwise, i.e. to permit a developer to take the parking and setback "breaks" then build a five story, reflective glass office building, totally out of keeping with the historic characteristics of the district, would violate principles of uniform treatment. Using this example, if a glass tower in historic Old Town were permitted, it should also be permitted at Six Corners, and should receive the same liberal site planning treatment.

Thirdly, the "gerrymandered" appearance of the proposed district boundary was questioned. Basically the zone was limited to property within the original 1889 nine-block "Smockville"

subdivision, and/or to Old Town properties currently zoned Community Commercial (CC). Parcels along the fringe of this generalized area that contain structures that are clearly not historically consistent, either in origin or appearance, with the district, were excluded. Examples are the GTE brick blockhouse on Pine, Sherwood Lumber on Pine - which is also zoned Light Industrial, the contemporary rectangular, pre-fab duplex on Main and Second, and so forth. Obviously there are some "incompatible" buildings to the interior of the zone, these non-conformities are unavoidable, to a certain extent, in any zoning district. Again, the intent was to form a compact, consistent zoning district that as closely as possible reflected only building forms and historic origins tied to Old Town's past. While some modification is obviously possible, expanding the boundaries significantly to include areas at increasingly greater distances from the Old Town core, with more tenuous links to early 20th Century commercial Sherwood, and with fewer significant historical structures, will raise serious questions as to this special zoning's validity.



P.O. Box 167
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CITY OF SHERWOOD

PUBLIC NOTICE

HEARING BEFORE THE CITY PLANNING COMMISSION

OLD TOWN OVERLAY ZONE

Notice is hereby given that on Monday, January 19, 1987, at 7:30 p.m. in the Sherwood Senior/Community Center, 855 North Sherwood Blvd., that the City of Sherwood Planning Commission will accept testimony on the proposed text of an Old Town Overlay zoning category, and on the proposed Old Town Overlay zoning boundary. All interested parties are encouraged to attend and make their views known. Copies of the proposed zoning ordinance are available upon request at City Hall, 90 N.W. Park Street, Sherwood, OR 97140, (503) 625-5522.

October 9, 1986

TO: Planning Commission
FROM: Jim Rapp, City Manager
RE: Old Town Zoning



Attached find a draft ordinance establishing an Old Town "overlay" zone. This zoning was the priority recommendation contained in the 1983 Ragland Old Town Study (copies of which have been provided you). Old Town merchants and property owners have met to discuss the ordinance, and it has been reviewed by Mr. Ragland. Some minor changes have been made to the draft subsequent to my July 7 memorandum, as a result of these meetings.

Two public hearings and Commission actions are actually necessary. The first to approve the zoning text, and the second to approve the zone boundary, as shown on the attached map.



P.O. Box 167
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July 7, 1986

TO: Interested Parties

FROM: Jim Rapp, City Manager *Jim R*

RE: Old Town Overlay Zone

Attached find a draft zoning ordinance creating an Old Town (OT) overlay zoning district. The creation of this district was identified as the top priority of the 1983 Ragland/Hagerman (R/H) study of Old Town. The study's recommendations for the district are also attached.

Section references between the two attached are not the same, as the Community Development Code's numbering system is in the process of changing. All of the Ragland/Hagerman suggestions are incorporated "as-is" with the following exceptions:

1. Uses - Home occupations have been expanded as suggested by the R/H study. In addition, boarding and rooming houses have been made a permitted use.
2. Lot Dimensions - There was no recommendation for varying lot sizes in the R/H study. In the draft ordinance, the 4000 square foot commercial minimum proposed, is a 1000 square foot reduction from the current standard, and makes all but 3 or 4 lots in Old Town conforming.
3. Height - The R/H study made no mention of height restrictions, except in a general way in the design guidelines. The 3 story limitation proposed in the ordinance is still higher than any current, or to my knowledge, past building in Old Town.
4. Off-Street Parking - The R/H report suggested reductions in off-street parking requirements varying from 25% to 75%. To simplify matters the commercial off-street parking reduction proposed in the ordinance has been set at 50% across-the-board.

Also, the blanket exception for off-street parking has been extended to one additional half block (Block 5).

The ordinance also proposes an additional credit based on existing public, off-street parking. The R/H study did not directly address this provision, although it was suggested by the #3 and #15 priority projects recommended by R/H, which called for expanded parking.

5. Off-Street Loading - This requirement was also not suggested by R/H. It is the logical companion to any off-street parking reduction.
6. District Boundaries - The boundaries proposed by the R/H study are for the most part the same as those proposed by the ordinance. Two light industrial parcels, (Sherwood Lumber and Marshall Technologies) have been excluded. One CC parcel that would be isolated by the OT zoning has been included, as have two vacant MDRH parcels on the district periphery.

Following review by Old Town merchants and property owners, and area businesses as a whole, this ordinance will be submitted to the Planning Commission and Council for review and adoption.

2.115 OLD TOWN (OT)

2.115.01 **Purpose**

The OT zoning district is an overlay district generally applied to commercially zoned property, and residential properties with the potential for commercial conversion, in the Smockville Subdivision, also known as Old Town. The OT zone recognizes the unique and significant characteristics of Old Town, and is intended to provide development flexibility with respect to uses, site size, setbacks, heights, and site design elements, in order to preserve and enhance the area's commercial viability and historical character.

2.115.02 **Permitted Uses**

The following uses are permitted outright, provided such uses meet the environmental performance standards contained in Section 5.803.

- A. Uses permitted outright in the OC zone, Section 2.106.02, the CC zone, Section 2.108.02, and the MDRH zone, Section 2.104.02, provided that uses permitted outright on any given property are limited to those permitted in the underlying zoning district, unless otherwise specified by Section 2.115.
- B. In addition to the home occupations permitted under Section 2.203.02, antique and curio shops, cabinet making, arts and crafts galleries, artists cooperatives, and bookshops, are permitted, subject to the standards of Sections 2.203 and 2.115.
- C. Boarding and rooming houses, bed and breakfast inns, and similar accommodations, containing not more than five (5) guest rooms.
- D. Other similar commercial uses or similar home occupations, subject to Section 4.600.

2.115.03 **Conditional Uses**

The following uses are permitted as conditional uses, provided such uses meet the environmental performance standards contained in Section 5.803, and are approved in accordance with Section 4.300.

- A. Uses permitted as conditional uses in the OC zone, Section 2.106.03, the CC zone, Section 2.108.03, and the MDRH zone, Section 2.108.03, provided that uses permitted as conditional uses on any given property are limited to those permitted in the underlying zoning district, unless otherwise specified by Section 2.115.

2.115.04 **Prohibited Uses**

The following uses are expressly prohibited:

- A. Adult entertainment businesses.

2.115.05 **Dimensional Standards**

The dimensional standards of the underlying zoning districts shall apply, with the following exceptions:

A. **Lot Dimensions**

Minimum lot area (CC and OC zoned property only):
4000 square feet

B. **Setbacks**

Minimum yards (CC and OC zoned property only):
None, including structures adjoining a residential zone, provided that Uniform Building Code, Fire District regulations, and the site design standards of this Code, not otherwise varied by Section 2.115, are met.

C. **Height**

The maximum height of structures on CC and OC zoned property shall be three (3) stories or forty (40) feet, whichever is less. Provisions for commercial structures adjoining residential zones, and for additional building height as a conditional use, shall not apply. Chimneys, solar and wind energy devices, radio and TV antennas, and similar devices may exceed the height limitation by twenty (20) feet.

D. Coverage

Home occupations permitted as per Section 2.203.02 and Section 2.115.02 may occupy up to fifty percent (50%) of the entire floor area of the principal building.

2.115.06 Community Design

Standards relating to off-street parking and loading, energy conservation, landscaping, access and egress, signs, parks and open space, on-site storage, and site design shall apply, with the following exceptions:

A. Generally

In reviewing site plans, as required by Section 5.100, the Commission shall utilize the design guidelines originally contained in the "Sherwood Old Town Revitalization Action Plan", as adapted and made part of this Code by reference, and attached as Appendix I. These guidelines shall not be construed as absolute standards, but shall be generally applied, as per the authority established by Section 5.102.06, in order to preserve and enhance the unique and historic characteristics of the district.

B. Landscaping

1. Perimeter screening and buffering, as per Section 5.203.01, is not required for approved home occupations.
2. Minimum landscaped areas are not required for off-street parking for approved home occupations.
3. Landscaped strips, as per Sections 5.203.02 and 5.604.01, may be a minimum of five (5) feet in width, except when adjoining alleys, where landscaped strips are not required.
4. Fencing and interior landscaping, as per Section 5.203.02, are not required.

C. Off-Street Parking

1. Required residential, home-occupation, and commercial off-street parking spaces may be located on the same property as the use which the parking serves, or off-site within five hundred (500) feet of the use served. Off-site parking shall only be permitted if satisfactory

evidence is presented to the City, in the form of deeds, leases, or contracts, establishing control of the site for vehicle parking purposes.

2. Except as otherwise provided in Section 2.115, minimum standards for off-street parking spaces for commercial uses and home occupations shall be one-half (1/2) of the standards established under Section 5.302.02.B.
3. For Blocks 1 and 2, and the southern halves of Blocks 5 and 6, all on Washington County Assessors Map 2S1-32BC, off-street parking is not required.
4. Minimum requirements for off-street parking established by Section 2.115.06.C2, may be further reduced by a percentage equal to the number of public off-street parking spaces provided within the OT zone, compared to the total off-street parking for existing and proposed uses, as computed by the City, that would otherwise be required in the OT zone.
5. Up to fifty percent (50%) of required off-street parking spaces may have minimum dimensions of eight (8) feet in width and eighteen (18) feet in length.

D. Off-Street Loading

Off-street loading spaces for commercial uses may be shared and aggregated in one or several locations in a single block, provided that the minimum area of all loading spaces in a block, when taken together, shall not be less than fifty percent (50%) of the minimum standard that is otherwise required by Section 5.303.01.B.

E. Signs

In addition to signs otherwise permitted for home occupations, as per Section 2.203.01, one (1) exterior sign, up to a maximum of sixteen (16) square feet in surface area, may be permitted for each approved home occupation.

Appendix I

OLD TOWN DESIGN GUIDELINES

Introduction

Purpose

The goal of these Design Guidelines is to maintain the small town character of Sherwood Old Town while recognizing the changes in use and growth that will need to occur to revitalize the district. This goal can be accomplished by:

- * Returning existing examples of historic architecture to their original character, and rehabilitating and improving other buildings, focusing on exterior painting and repair.
- * Using consistent themes of design, scale, ornamentation, color, materials and signing to unify Old Town and achieve a cohesive, yet individualized identity.

The Guidelines provide a framework and general direction to the City, building owners, developers, merchants, and residents, and are not a set of prescriptive and absolute requirements. Instead the Guidelines provide a comprehensive list of design elements which should be considered when a building renovation or new construction is proposed. These Guidelines are intended to supplement existing ordinances and are specifically applied to Old Town, not other areas of Sherwood.

Each business in Old Town is at once an individual enterprise providing a service for customers, and a part of a larger business community, surrounded by older residential uses. These Guidelines are directed at preserving the individuality found in Old Town and, at the same time, improving the district's appearance and marketability.

- * Design Guidelines are not law, but will be used in conjunction with City ordinances.
- * Design Guidelines do not absolutely inhibit the freedom of individual expression.
- * Design Guidelines do not prohibit growth or new construction.
- * Design Guidelines are ideas about what is appropriate to an area.
- * Design Guidelines are performance criteria which assure that construction will be in keeping with the character of the district.

- * Design Guidelines do establish criteria that build upon the existing character of the district, and guard against random decisions, favoritism, and a lack of predictability in reviewing proposals.
- * Design Guildlines do indicate what can be done as well as what is discouraged within the district.

The Outdoor Room

Walking through the Old Town area, imagine an outdoor "room". The size of the "room" is narrow and contained, in the area around the intersection of First and Washington Streets, and wider and more open moving out from the core area. The "floor" is made up of concrete and asphalt. The "walls" are of different heights, materials, and colors, but generally one and two stories with stucco or brick the predominant finish material in the core, and wood finishes elsewhere.

Homes and offices are made comfortable through simplicity in colors and patterns, sufficient decoration objects on the walls to make for interest without clutter, and by varied places where you can sit and talk, be entertained and generally feel at ease. On a different level, this describes the potential for Old Town. However, the Old Town "room" doesn't have much furniture, and not many places to sit and talk. The "room" seems cluttered because signs are so dominant, as well as utility lines and poles.

As with a room, how and where you enter can add to usefulness and character. Old Town has major entries at No. Sherwood Blvd. and Oregon Street, and minor entries at S.W. and N.W. Washington Street and N.W. Main Street. By improving these entries, the identity of the district will be strengthened.

In a house there are rooms where everyone socializes. In Old Town, the main intersection at N.W. Washington and First Streets, and along Railroad Street, are those places. The addition of special public improvements around these areas, and extending toward Pine Street, coupled with development along Washington Street, will strengthen the Old Town core.

Key Buildings

There are key commercial buildings in Old Town which should receive special attention: the building housing the Old Town Pub at N.W. Washington and Railroad Streets, the building housing the Round Table Tavern at N.W. Washington and First Streets, the building housing Smockville Station Antiques at N.W. Washington and First Streets, the Old North Church on No. Pine Street, the former post office on Railroad Street, and City Hall at N.W. Park and First Streets. There are also several other older buildings that are important to the Old Town area, including the Oriental

Theater and several residential buildings. Appropriate remodeling and landscaping could have a tremendous impact in enhancing and enlivening the district "room".

District Character

The district can strengthen its identity and character by:

1. Removing unsightly signs and unused sign supports, and installing signs oriented to pedestrians.
2. Using common building materials and removing out-of-character materials.
3. Using colors which compliment each other and tie buildings together.
4. Emphasizing first floor storefronts with the use of color, signs, awnings, windows, and architectural detailing.
5. Installing shared or connecting canopies, lights, and/or cornices where appropriate.
6. Developing new buildings to the front property line.
7. Installing street trees along property lines where buildings are now set back.
8. Improving major vehicular and pedestrian entries.
9. Improving alleys as pedestrian circulation areas.
10. Developing a public improvement program.
11. Initiating and maintaining a public area maintenance program.
12. Developing common design elements which reinforce the small rural center idea, including low wooden fences around the residential buildings housing businesses, common design of street address numbers, and a select range of exterior colors.

Design Guidelines

Generally

The following considerations should apply in reviewing all development, construction and use proposals:

1. Uses should be compatible with the building housing the use, and require minimum alteration to the building and surrounding property.

2. Rehabilitation work should not destroy the distinguishing qualities or character of the building and surrounding property.
3. Deteriorated historical architectural features should be repaired rather than replaced.
4. Distinctive stylistic features or examples of skilled craftsmanship which characterize older structures and often predate the mass production of building materials, should be retained and restored.
5. All buildings should be recognized as products of their own time, and alterations creating an appearance inconsistent with the original character of the building should not be undertaken.
6. Contemporary designs for new buildings, and additions to existing buildings, should be encouraged when such design is compatible with the historic size, scale, color, material and character of Old Town.
7. New additions or alterations to buildings should be done in such a manner that if removed in the future, the essential form and integrity of the original building would not be impaired.
8. A structural soundness survey should be obtained prior to any substantial rehabilitation, including analysis of primary and secondary structural elements (foundations, bearing walls, columns, beams, floors, roof, non-load bearing walls, windows and doors, stairs, utilities, finish materials, roof coverings, siding, ceilings, etc.) and the extent of deterioration for each element.

Building Height and Width

Both new and altered existing structures:

1. Should not exceed the height and width of traditional building styles.
2. Should maintain the scale and proportions of traditional building styles.
3. Should be visually compatible with adjacent buildings.

Visual Integrity

The vertical lines of columns and piers, and the horizontal definition of spandrels and cornices, and other primary structural elements are an important element of the character of Old Town. Structural lines should be restored if previous alterations have substantially changed these elements.

Scale and Proportion

The scale and proportion of building elements, particularly the relationship of "voids" to "solids" (such as doors and windows to walls and columns) shall be visually compatible with traditional building styles. An important element is the physical accomodation of pedestrian scale activities, characterized by wood porches, canvas awnings or permanent canopies. This relationship at pedestrian level should be reestablished, particularly through well-designed storefronts, signs, entries, and canopies. Windows in their shape, size, placement and decorative trim are also a major element.

Architectural Detail

In most cases, architectural detailing should come as a result of an extension of the craftsmanship of the builder or designer, and express the styles of the building's or district's historical origins. A well chosen and executed paint scheme, along with complimentary storefront signs, are frequently adequate. Decorative architectural details should be cleaned and restored to their original character and/or accented by painting in contasting colors. Guidelines to follow are:

1. Painted wood or dark finished metal window and door frames are preferred over bare aluminum.
2. Canvas awnings or permanent canopies should be installed to provide shelter for pedestrians from weather.
3. Simplify storefront materials by removing out of place and "added-on" materials above or below storefront windows, especially those inconsistent with primary building materials. In some cases, it would look better to use the same material below the window as in neighboring buildings.
4. In buildings with little architectural character, remodeling should incorporate more detailed window systems, awnings, consistent materials and trim, and natural material colors.
5. Avoid large panes of glass. Smaller panes are more in keeping with pedestrian scale, are consistent with the historical origins of the district, and create a more attractive appearance.

6. Avoid a fake, "revival" facades or other thematic designs out of keeping with the actual historical origins of the district.
7. Retain or restore similar exterior materials on the first and second floors of building and carry structural lines (columns, piers, window patterns) from roof to sidewalk. If lower storefront materials originally differed, use similar colors and forms to tie the first and second building floors together.

Materials and Texture

The Old Town core area traditionally utilized exterior materials which tend toward a medium-rough texture and hard appearance. Textured stucco, brick, stone, and milled wood siding were such traditional materials. Ribbed plywood, aluminum and plastic sidings were not, and detract from traditional building styles. Guidelines to follow are:

1. Use materials which are compatible with historic choices: stucco, brick, stone and wood. Consider wood primarily as an accent material at store entries for commercial buildings, and as a major material in residential rehabilitation.
2. Leave materials such as brick or stone in their natural color and appearance, and repaint previously painted surfaces.
3. Use wood or anodized aluminum window and door frames and window systems. Don't use bare aluminum in door and window frames.
4. Use materials which have a texture and pattern (such as brick) to give the feeling of smaller scale to the district.
5. Use awnings or canopies for rain and sun protection at entries and along pedestrian sidewalks.
6. Remove out-of-context siding materials such as aluminum, sheet metal or plywood.
7. Remove coverings from boarded up windows.
8. Don't use materials which give a "tacked on", "revival" or artificial appearance.
9. Don't use more than two or three materials on the exterior. Keep exteriors simple, and in certain cases, use materials similar to neighboring buildings to unify building groups.

Color

Generally colors should be kept within a unified range of hues. Hard surfaced building materials should reflect the natural color of the product. For large painted surfaces, warm but neutral colors are most desirable. Trim colors on moulding, roof flashing caps and architectural detailing can be brighter and darker for accent. Accent colors should be compatible with the basic wall color and with neighboring buildings. Guidelines to follow are:

1. Use warm neutral colors for major building surfaces.
2. Coordinate colors with other buildings within a block.
3. Generally use lighter base colors with darker trim. A darker base color with lighter trim can be successful, if done with regard to adjoining buildings.
4. Paint objects such as mechanical grills, pipes, and electrical connections to match base wall colors.
5. Don't use too many colors. Usually one wall color and one to two accent colors is enough. Matte finishes for wall colors, and matte or semi-gloss for trim is recommended.

Rear and Sides of Buildings

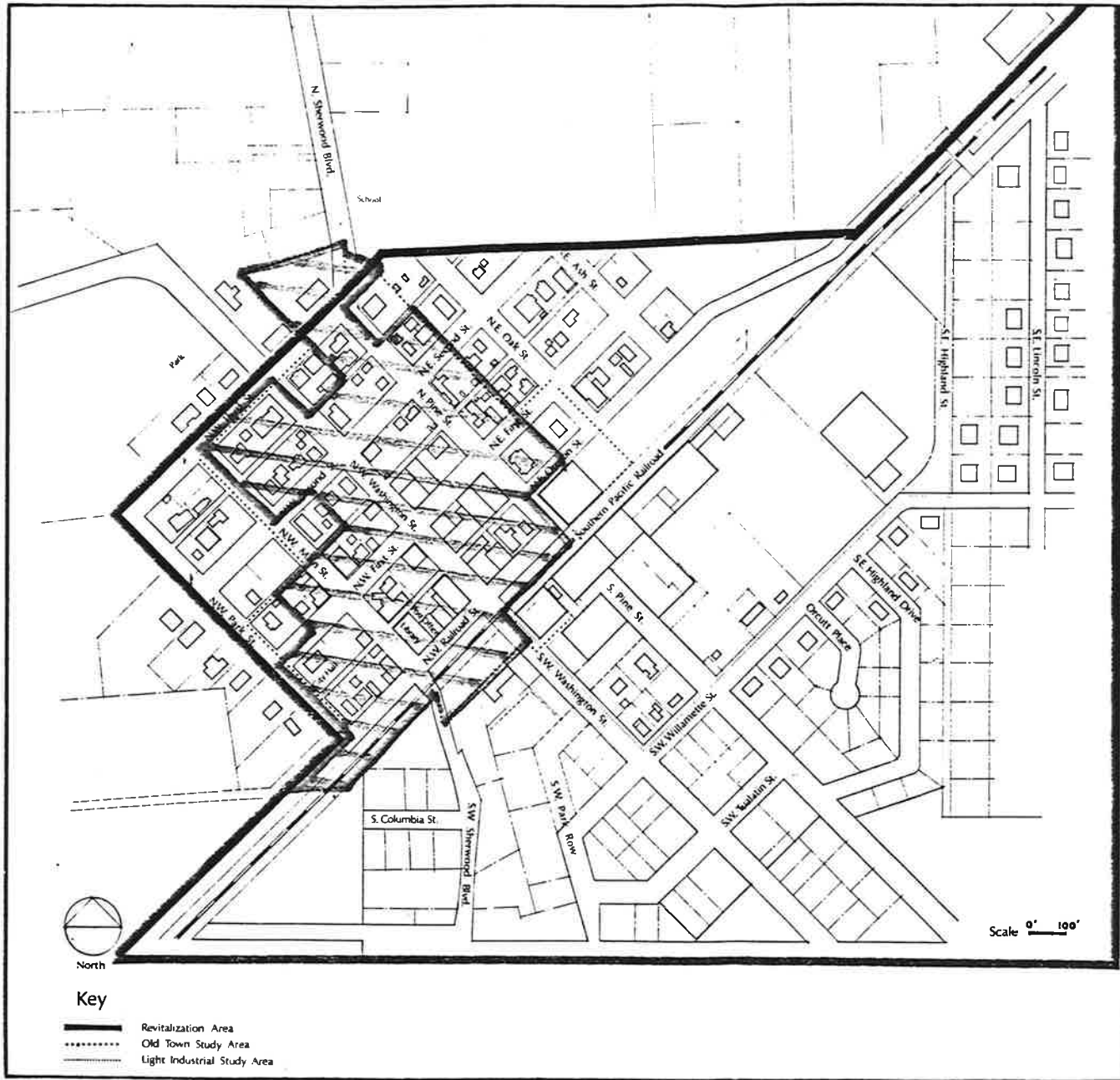
The rear and sides of buildings are visible and should be attractively maintained. This can be done in a much simpler way and with less expense than the storefront side. Guidelines to follow are:

1. Remove unused pipes, brackets, conduits and similar appurtenances.
2. Screen garbage dumpsters, air conditioners, and other necessary objects and appurtenances.
3. Add walks, landscaping, lights, and signs leading to rear customer and service entries.
4. Clean and refinish side and rear building walls to show original building materials.
5. Add paving, landscaping, curbs, striping, and other improvements to rear vehicular parking areas.

Signs and Graphics

Desirable attributes for signing in Old Town are excellence of lettering, color coordination with buildings, simple mounting devices, readability, use of materials compatible with buildings, and moderate, unobtrusive lighting. Guidelines to follow are:

1. Remove signs that are too large, that project too far from buildings, that cover architectural detailing, that flash, rotate, or blink, or are made from materials that are not within the traditions of the district's historic character.
2. Signs should be oriented to the pedestrian: smaller in size, flat against buildings, and indirectly lit.
3. Unused or out-of-date signs and sign supports should be removed.
4. Use the traditional painted commercial signs found on the sides of older buildings that indicate the name of the business, otherwise avoid "supergraphics".
5. Use the "symbol sign" such as the barber pole, a mortar and pestle for the drug store, a camera for a photography store, a large pair of scissors for a fabric store, a shoe for a shoe store, and so forth.
6. Install "Historical Plaques" containing information on the building, the family who has owned the original business, or other interesting historical facts.
7. Do not use the type of business name sign as is typically provided by soft drink and beer companies.
8. Integrate business signs into awnings or canopies.
9. Paint business names on windows using decorative types, along with borders and other graphics.
10. Use business names which have historical ties.



Sherwood Old Town Plan

Ragand / Hageman
Partnership

Don Barney &
Associates

Lord & Associates, Inc.
Economists

Legend

Old Town (OT)
Overlay Zone



Date:

Figure No.

P. M. MARSHALL COMPANY
P. O. Box 278
Tualatin, Oregon 97062

December 24, 1986

City of Sherwood
90 NW Park Avenue
Sherwood, OR 97140

Attn: Planning Commission

Re: Preliminary Plat - Marshall Industrial Park
Extension of Preliminary Plat Approval

Members of the Planning Commission:

It is respectfully requested that approval for subject subdivision, granted on February 6, 1986, be extended for an additional six (6) months beyond February 6, 1987. An extension is requested to permit us to complete final engineering drawings and final plat for recordation. To the best of our knowledge there has been no change of site conditions since the preliminary plat approval was granted. Also, we are presently not aware of any development that will be affected by granting this extension request.


Sincerely,

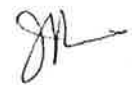
P.M. MARSHALL COMPANY


R.L. Marshall
Vice President

January 5, 1987

TO: Planning Commission

FROM: Jim Rapp, City Manager 

THRU: Carole Connell, Consulting City Planner 

RE: Annexations to City of Sherwood

The City currently has several annexation proposals before it, all located contiguous to the current city limits and within the Urban Growth Boundary (UGB). Portland Metropolitan Boundary Commission regulations require the City Council to approve these applications by Resolution, and they are scheduled for Council consideration on January 28, 1987. Prior to Council action the Planning Commission must review each annexation and make recommendation to the Council. Additional information is attached for the Commission's reference, following is a capsule summary of each:

1. "Sherwood-Scholls" - This 35.94 acre annexation involves four properties along Sherwood-Scholls Road, and is tied to the upgrading of a 2" waterline. The City Council is expected to form a LID on January 14 to install an 8" line to replace the existing service. This annexation is the final element in a three year effort to replace the old (circa 1945-1950) Six Corners Water District service lines, and bring all properties presently served or fronting onto the lines into the City limits (except for two lots outside of the UGB). The first phase (1985) saw replacement of the line on Edy Road, the second phase (1986) brought the line to St. Pauls Lutheran Church. The parcels involved are Lots 400, 300, and 200:30A, and 400: 30B.
2. "Foster" - The Foster annexation and waterline extension is immediately east of the "Sherwood-Scholls" effort. The distinction is that this will be a new extension of water service, not a replacement. Annexation is required as a matter of City policy (see Comprehensive Plan, Part 2, Section III, Policy 9, and City Ordinance No. 514, Section 4.2). Approximately 11.3 acres of the Foster's 14.5 acre lot will be annexed, and a non-remonstrance has been signed to this effect. The back 3.2 acres is north of the PGE and BPA power rights-of-way, is in floodplain, and is currently in the process of being excluded from the UGB, and therefore is

not included in this application. The parcel involved is a portion of Lot 600:30A.

3. "99W" - This annexation also involves the replacement of an existing, older 2" waterline. The present line goes from Six Corners to the old "Castile Nursery" (now the site of GVS Contractors and Valley Fence). The owners of Lots 100, 102, and 2000, which encompass the nursery site, were permitted to resume City water service, provided that the line was upgraded and all properties served (PGE, Borchers, Anderson, and "Castile") were annexed. Originally only the six parcels on the northwest side of 99W were involved, as these lots were the only ones receiving water service. Portions of two of these lots (200 and 300:29B) are not included in the annexation as they are being proposed for exclusion from the UGB (and are also in floodplain).

Subsequently two owners (PGE and Spada) on the southeast of 99W expressed interest in annexation, and as a result these additional two lots and four other parcels that would have been surrounded by the City limits were included. Total area is 81.24 acres. Parcels included are: Lots 102, 100, 700, and 600:29B; portions of 300, 200, and 800:29B; portion of 800:20A; 100:29C, and 2000:20.

4. "Murdock" - This annexation was initiated for the same reasons as "Foster". First the northernmost parcel (Lot 1500:33) requested water service extension (now in place upon signing of a non-remonstrance for annexation). Subsequently the two southerly properties (Lots 1601 and 1603:33) have also asked for water service. 32.97 acres is involved.

Total area annexed to the City, if all four proposals proceed as currently outlined will be 161.45 acres.

Note: "99W" annexation applications forms will be distributed Separately

City of Sherwood, Oregon

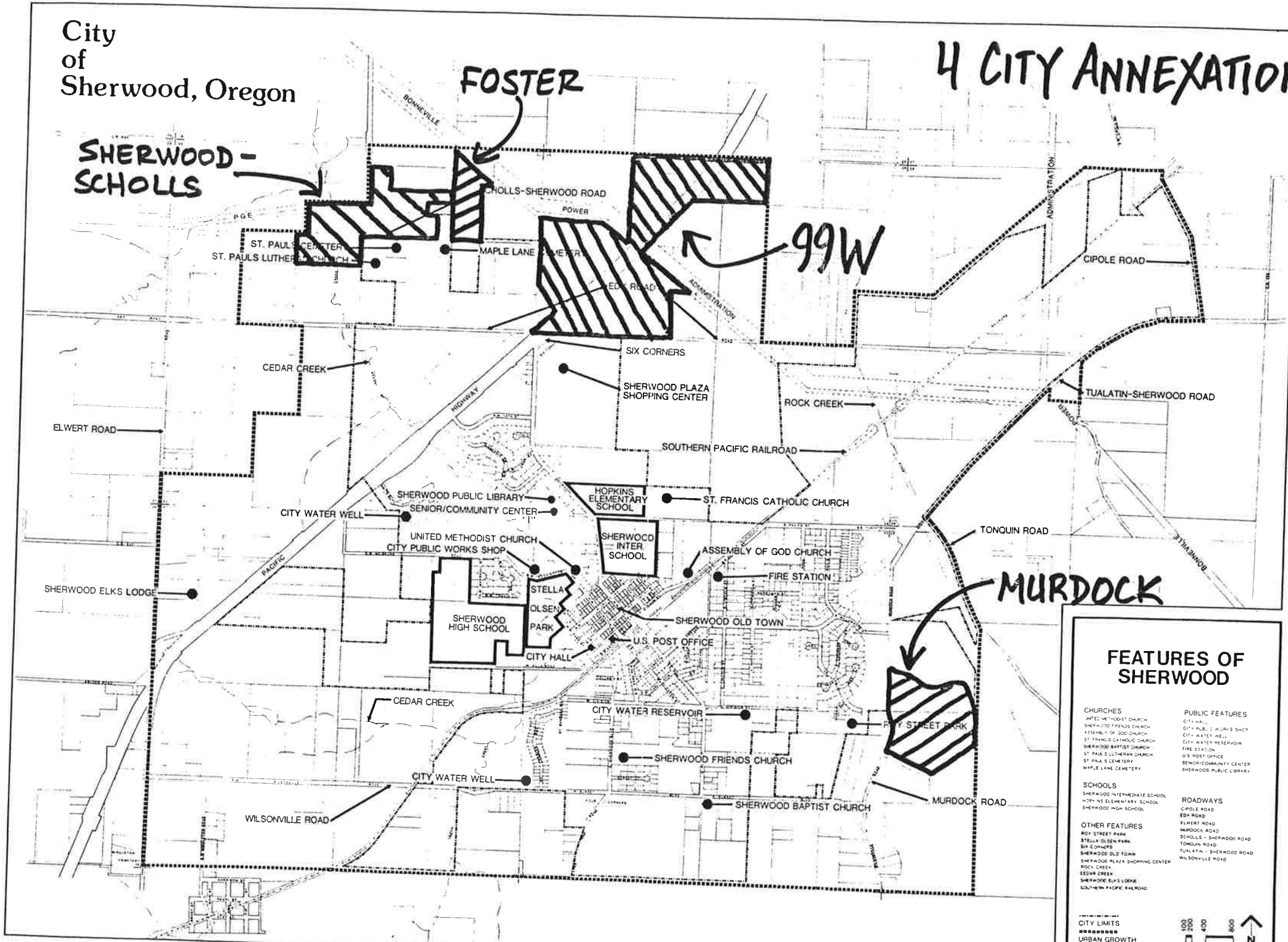
4 CITY ANNEXATIONS

SHERWOOD-SCHOLLS

FOSTER

99W

MURDOCK



FEATURES OF SHERWOOD

- CHURCHES**
 - AMEB METHODIST CHURCH
 - SHERWOOD FRIENDS CHURCH
 - ASSEMBLY OF GOD CHURCH
 - ST. FRANCIS CATHOLIC CHURCH
 - SHERWOOD BAPTIST CHURCH
 - ST. PAUL'S LUTHERAN CHURCH
 - ST. PAUL'S CEMETERY
 - MAPLE LANE CEMETERY
- SCHOOLS**
 - SHERWOOD INTERMEDIATE SCHOOL
 - HOPKINS ELEMENTARY SCHOOL
 - SHERWOOD HIGH SCHOOL
- PUBLIC FEATURES**
 - CITY HALL
 - CITY PUBLIC WORKS SHOP
 - CITY WATER WELL
 - CITY WATER RESERVOIR
 - FIRE STATION
 - U.S. POST OFFICE
 - SENIOR/COMMUNITY CENTER
 - SHERWOOD PUBLIC LIBRARY
- ROADWAYS**
 - CIPOLE ROAD
 - EDY ROAD
 - MURDOCK ROAD
 - SCHOLLS - SHERWOOD ROAD
 - TONGUIN ROAD
 - TUALATIN - SHERWOOD ROAD
 - WILSONVILLE ROAD
- OTHER FEATURES**
 - RD 4 STREET PARK
 - STELLA OLSEN PARK
 - SIX CORNERS
 - SHERWOOD OLDS FARM
 - SHERWOOD PLAZA SHOPPING CENTER
 - ROCK CREEK
 - CEDAR CREEK
 - SHERWOOD ELKS LODGE
 - SOUTHERN PACIFIC RAILROAD



MURDOCK

PMALGBC FORM #6

BOUNDARY CHANGE DATA SHEET

1. EXISTING CONDITIONS IN AREA TO BE ANNEXED

A. Land Area: Acres 33 or Square Miles _____

B. General description of territory. (Include topographic features such as slopes, vegetation, drainage basins, floodplain areas, which are pertinent to this proposal).

Relatively level near Murdock Rd. then gradually sloping into Rock Creek.
Indigenous vegetation.

C. Describe land uses on surrounding parcels. Use tax lots as reference points.

North: Low density residential/agricultural with an approved residential P.U.D. Undeveloped rock quarry.

East: Rock Creek and vacant.

South: Low density residential/agricultural.

West: _____

D. Existing Land Use:

Number of single family units 1 Number of multi-family units 0

Number commercial structures 0 Number industrial structures 0

Public facilities or other uses 0

What is the current use of the land proposed to be annexed:
1 residential and vacant

E. Total current year Assessed Valuation \$ 313,500.

F. Total existing population estimated 3

II. REASON FOR BOUNDARY CHANGE

A. ORS 199.462 of the Boundary Commission Act states: "When reviewing a boundary change, a boundary commission shall consider economic, demographic, and sociological projections pertinent to the proposal, and past and prospective physical developments of land that would directly or indirectly be affected by the proposed boundary change." Considering these points, please provide the reasons the proposed boundary change should be made. Please be very specific. Use additional pages if necessary. (This information is often quoted in the Staff Report, so be thorough and complete)

City water was extended to tax lot 1500 under the condition that the property by annexed. Tax lots 1601 and 1603 also want City water;

therefore, together they are requesting annexation for City services and future urban use.

B. If the property to be served is entirely or substantially undeveloped, what are the plans for future development? Be specific. Describe type (residential, industrial, commercial, etc.), density, etc.
No specific development plans other than tentative plans to partition then construct one single family residence on tax lot 1601.

III. LAND USE AND PLANNING

A. Is the subject territory to be developed at this time? Yes

B. Generally describe the anticipated development (building types, facilities, number of units).
Minor partition of tax lot 1601 and construction of a dwelling unit.

C. If no development is planned at this time, will approval of this proposal increase the development potential of the property? Yes If so, please indicate in terms of allowable uses, number of units).
When annexed the property will be zoned Low Density Residential, LDR with a potential of 7 dwelling units per net buildable acre, or about 175 units.

D. Does the proposed development comply with applicable regional, county or city comprehensive plans? Please describe.
Yes, an additional residence on tax lot 1601 complies with the Sherwood Comprehensive Plan.

E. What is the zoning on the territory to be served? Current County zoning: R-6 and Area of Special Concern A.S.C.6. Proposed City zoning: Low Density Residential (LDR)

F. Please indicate all permits and/or approvals from a City, County, or Regional Government which will be needed for the proposed development. If already granted, please indicate date of approval and identifying number:

<u>Approval</u>	<u>Project File #</u>	<u>Date of Approval</u>	<u>Future Requirement</u>
Metro UGB Amendment	_____	_____	_____
City or County Plan Amendment	_____	_____	_____
Pre-Application Hearing (City or County)	_____	_____	_____
Zone Change (City or County)	_____	_____	_____
Preliminary Subdivision Approval	_____	_____	_____
Final Plat Approval	_____	_____	_____
Land Partition	_____	_____	_____
Conditional Use	_____	_____	XX
Variance	_____	_____	_____
Sub-Surface Sewage Disposal	_____	_____	_____
Building Permit	_____	_____	_____

Please submit copies of proceedings relating to any of the above permits or approvals which are pertinent to the annexation.

G. Can the proposed development be accomplished under current county zoning?
Yes XX No _____

If No,---has a zone change been sought from the county either formally or informally.
Yes _____ No _____

Please describe outcome of zone change request if answer to previous question was Yes.

H. Is the proposed development compatible with the city's comprehensive land use plan for the area?
Yes XX No _____ City has no Plan for the area _____

as the proposed development been discussed either formally or informally with any of the following? (Please indicate)

City Planning Commission _____ City Planning Staff XX
City Council _____ City Manager XX

Please describe the reaction to the proposed development from the persons or agencies indicated above.

In compliance with City codes.

I. If a city and/or county-sanctioned citizens' group exists in the area of the annexation, please list its name and the name and address of a contact person.
None

IV. SERVICES AND UTILITIES

A. If the reason for the annexation is to obtain specific municipal services such as water service, sewerage service, fire protection, etc., please indicate the following:

1. Proximity of facilities (such as water mains, sewer laterals, storm drains, etc.) to the territory to be annexed. (Please indicate location of facilities--for example: 8" water main in Durham Rd. 500' from east edge of territory). Please indicate whose facilities they are and whether in fact these facilities will be the ones actually providing service to the area. If the facilities belong to another governmental entity, explain the agreement by which they will provide the service and what the city's policy is on subsequent withdrawal and/or compensation to the other unit.

City sewer and water lines are currently located in Murdock Road and extend from north to south, to the south property line of tax lot 1500. Both lines are 10" lines.

2. The time at which services can be reasonably provided by the city or district. At the time of a development request.
3. The estimated cost of extending such facilities and/or services and what is to be the method of financing. (Attach any supporting documents.)
To tax lots 1601 and 1603 estimated sewer extension: \$13,200;
water: \$14,400.
4. Availability of the desired service from any other unit of local government. (Please indicate the government.)
NA

B. If the territory described in the proposal is presently included within the boundaries of any of the following types of governmental units, please so indicate by stating the name or names of the governmental units involved:

City <u>Sherwood</u>	Rural Fire Dist. <u>Tualatin Fire District</u>
County Service Dist. <u>Washington</u>	Sanitary District <u>Unified Sewerage Agency</u>
Hwy. Lighting Dist. <u>--</u>	Water District <u>City</u>
Grade School Dist. <u>Sherwood 88J</u>	Drainage District <u>City</u>
High School Dist. <u>Sherwood 88J</u>	Diking District <u>--</u>
	Park & Rec. Dist. <u>City</u>

C. If any of the above units are presently servicing the territory (for instance, are residences in the territory hooked up to a public sewer or water system), please so describe.

Tax lot 1500 is connected to City water service.

APPLICANT'S NAME City of Sherwood

MAILING ADDRESS P.O. Box 167

Sherwood, OR 97140

TELEPHONE NUMBER 625-5522 (Work)

(Res.)

REPRESENTING: _____

DATE: 12-19-86

PMALGBC FORM #5

(This form is Not the Petition)

ALL THE OWNERS OF PROPERTY INCLUDED IN BOUNDARY CHANGE PROPOSAL AREA

(To be completed IF the proposal contains 10 or fewer properties--tax lots or parcels). Please indicate the name and address of all owners of each included property regardless of whether they signed an annexation petition or not. This is for notification purposes.

	<u>NAME OF OWNER</u>	<u>ADDRESS</u>	<u>PROPERTY DESIGNATION</u> (Indicate tax lot, section number, and Township Range)
(1)	Leroy I. & Delores A. Moser	6424 SW Washington Ct.	1500: 33 2S 1
(2)	Hazel Foster	Lake Oswego, OR 97034 715 So. Columbia	1601: 33 2S 1
(3)	Dennis & Paula B. Yuzon	Newberg, OR 97132 17690 Cheyenne Way	1603: 33 2S 1
(4)	Hazel Foster	Tualatin, OR 97062 715 So. Columbia	1603: 33 2S 1
(5)		Newberg, OR 97132	
(6)			
(7)			
(8)			
(9)			
(10)			

FOSTER

PMALGBC FORM #6

BOUNDARY CHANGE DATA SHEET FOR ANNEXATION TO THE CITY OF SHERWOOD

I. EXISTING CONDITIONS OF TERRITORY DESCRIBED IN BOUNDARY CHANGE

A. Land Area: Acres 11.3 or Square Miles 0

B. General Description of Territory: (include topographic features such as slopes, vegetation, drainage basins, flood plain areas which are pertinent to this proposal)

Flat farmland. Rear 3.2 acres of parcel is in floodplain but has been excluded from this annexation request.

C. Existing Land Use:

Number of single family units 1 multi-family units 0

Number of commercial structures 0 industrial structure 0

Public facilities or other uses (Please describe)

City water service to be extended to property.

D. Total Current Year Assessed Valuation \$ 50,600.00

E. Total Estimated Population: 2

F. Current County Zoning Status (if territory contains more than one land use zone, please indicate tax lot numbers and existing zoning designation for those tax lots) R-9 under Washington County Plan/LDR (Low Density Residential) under City Plan.

G. Is the area adjacent to the territory to be annexed (and not in the city or district) of the same general character or degree of development as the territory to be annexed? Yes X No

If Yes, why isn't the adjacent area included in the proposal?

Some of area is in separate annexation effort at different stage of development. Parcel in question desires extension of City water service on priority bases as

properties well has failed. City policy requires annexation in conjunction with extension.

II. PROPOSED DEVELOPMENT OF TERRITORY DESCRIBED IN BOUNDARY CHANGE

A. If the property is entirely or substantially undeveloped, what are the plans for future development? (Be specific--if site or development plans have been prepared please submit a copy.)

Continuance of current use - older, single family, "farm house"

B. Can the proposed development be achieved under current county zoning?
Yes No

If No, has a zone change been sought from the county either formally or informally for the property under consideration.

Yes No

Please describe outcome of zone change request if answer to the above question is 'Yes'

C. Is the proposed development compatible with the county comprehensive plan and/or the Regional Framework Plan?

Yes No

Briefly explain compatibility or incompatibility.

Land within Urban Growth Boundary and designated for eventual redevelopment to low density housing.

D. Is the proposed development compatible with the city's Comprehensive Land Use Plan for the area?

Yes No City has no plan for the area

Has the proposed development been discussed either formally or informally with any of the following: (please indicate)

City Planning Commission City Planning Staff
City Council City Manager

Please describe the reaction to the proposed development from the persons or agencies indicated above.

All supportive

E. If a city and/or county-sanctioned citizens' group exists in the area of the annexation, please list its name and the name and address of a contact person.

N/A

III. REASON FOR BOUNDARY CHANGE

A. ORS 199.462 of the Boundary Commission Act states: "When reviewing a boundary change, a boundary commission shall consider economic, demographic, and sociological projections pertinent to the proposal, and past and prospective physical developments of land that would directly or indirectly be affected by the proposed boundary change." Considering these points, please provide the reasons the proposed boundary change should be made. Please be very specific. Use additional pages if necessary.

Parcel is within Urban Growth Boundary. New water service has been extended to neighborhood in last two years. Property owner has requested further extension to parcel to replace failed water well.

B. If the reason is to obtain specific municipal services such as water service, sewerage service, fire protection, etc., please indicate the following:

1. Proximity of facilities (such as water mains, sewer laterals, etc.) to the territory to be annexed. (Please indicate location of facilities--for example: 8" water main in Durham Rd. 500 feet from east edge of territory.) Please indicate whose facilities they are and whether in fact these facilities will be the ones actually providing service to the area. If the facilities belong to another governmental entity, explain the agreement by which they will provide the service and what the city's policy is on subsequent withdrawal and/or compensation to the other unit.

There is an 8" City water main on Sherwood-Scholls Rd., approximately 75' west of parcel. Further extension of lateral several hundred feet along Seeley Lane needed to reach house.

2. The time at which services can be reasonably provided by the city or district.

Immediately upon approval of engineering plans and construction.

3. The estimated cost of extending such facilities and/or services and what is to be the method of financing? (Attach any supporting documents.)

\$4000.00 - 5000.00 to be paid by property owner

4. Availability of the desired service from any other unit of local government. (Please indicate the government.)

None

IV. EXISTING GOVERNMENTAL SERVICES IN THE TERRITORY

- A. If the territory described in the proposal is presently included within the boundaries of any of the following types of governmental units, please so indicate by stating the name or names of the governmental units involved:

City	<u>N/A</u>	County Service Dist.	<u>N/A</u>
Hwy. Lighting Dist.	<u>N/A</u>	Park & Rec. Dist.	<u>N/A</u>
Rural Fire Dist.	<u>TRFPD</u>	Sanitary District	<u>USA</u>
		Water District	<u>N/A</u>

- B. If any of the above units are presently servicing the territory (for instance, are residences in the territory hooked up to a public sewer or water system), please so described.

N/A

NAME: James H. Rapp (Title)

ADDRESS: Box 167 Sherwood, OR 97140

TELEPHONE NO: 625-5522

AGENCY: City of Sherwood

DATE: 1/9/87

PMALGBC FORM #5

(This form is NOT the Petition)

ALL OF THE OWNERS OF PROPERTY INCLUDED IN BOUNDARY CHANGE PROPOSAL AREA

(To be completed IF the proposal contains 10 or fewer properties--
tax lots or parcels). Please indicate the name and address of all
owners of each property. This is for notification purposes.

NAME OF OWNER	ADDRESS	PROPERTY DESIGNATION (Indicate Tax Lot, Section number, and Township Range)
1) Foster, Charles R. and Karolyn J.	Rt. 4, Box 437 Sherwood, OR 97140	600: 30A 2S1
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		

SHERWOOD - SCHOLLS

PMALGBC FORM #6

BOUNDARY CHANGE DATA SHEET

I. EXISTING CONDITIONS IN AREA TO BE ANNEXED

A. Land Area: Acres 35.94 or Square Miles _____

B. General description of territory. (Include topographic features such as slopes, vegetation, drainage basins, floodplain areas, which are pertinent to this proposal).

The area is primarily cultivated farm fields and gently rolling slopes into the Cedar and Chicken Creek floodplains. There is little vegetation in this agricultural area.

C. Describe land uses on surrounding parcels. Use tax lots as reference points.

North: Agricultural

East: Rural residential and agricultural

South: Two cemetaries, St. Paul's Church and pre-school and vacant fields

West: Agricultural

D. Existing Land Use:

Number of single family units 4 Number of multi-family units 0

Number commercial structures 0 Number industrial structures 0

Public facilities or other uses 0

What is the current use of the land proposed to be annexed:

Residential and agricultural

E. Total current year Assessed Valuation \$ 161,800

F. Total existing population 10 (estimated)

II. REASON FOR BOUNDARY CHANGE

A. ORS 199.462 of the Boundary Commission Act states: "When reviewing a boundary change, a boundary commission shall consider economic, demographic, and sociological projections pertinent to the proposal, and past and prospective physical developments of land that would directly or indirectly be affected by the proposed boundary change." Considering these points, please provide the reasons the proposed boundary change should be made. Please be very specific. Use additional pages if necessary. (This information is often quoted in the Staff Report, so be thorough and complete)

The subject property is in the Sherwood/Metro UGB, and is planned for and committed to future urban use. The property owners want to

preserve that urban status by annexing to the City. The residents

are also seeking City water service through the SW Scholl-Sherwood rd water LID.

- B. If the property to be served is entirely or substantially undeveloped, what are the plans for future development? Be specific. Describe type (residential, industrial, commercial, etc.), density, etc.
The area is substantially underdeveloped. The Sherwood Comp. Plan designates the area for low density residential development. Cedar Creek borders the west boundary and is designated Greenway.

III. LAND USE AND PLANNING

- A. Is the subject territory to be developed at this time? NO
- B. Generally describe the anticipated development (building types, facilities, number of units).
Specific development plans, number of units and needed services have not been determined.
- C. If no development is planned at this time, will approval of this proposal increase the development potential of the property? YES If so, please indicate in terms of allowable uses, number of units).
City sewer and water services become available once the property is in the City. The Comp. Plan will allow low density residential uses up to 4 to 7 units per net acre.
- D. Does the proposed development comply with applicable regional, county or city comprehensive plans? Please describe.
Yes, the City of Sherwood and Washington County have designated this land for urban residential use.
- E. What is the zoning on the territory to be served? Residential
- F. Please indicate all permits and/or approvals from a City, County, or Regional Government which will be needed for the proposed development. If already granted, please indicate date of approval and identifying number:

<u>Approval</u>	<u>Project File #</u>	<u>Date of Approval</u>	<u>Future Requirements</u>
Metro UGB Amendment	<u>There are no proposed development plans</u>		
City or County Plan Amendment	<u>on any of the subject parcels</u>		
Pre-Application Hearing (City or County)	_____	_____	_____
Zone Change (City or County)	_____	_____	_____
Preliminary Subdivision Approval	_____	_____	_____
Final Plat Approval	_____	_____	_____
Land Partition	_____	_____	_____
Conditional Use	_____	_____	_____
Variance	_____	_____	_____
Sub-Surface Sewage Disposal	_____	_____	_____
Building Permit	_____	_____	_____

Please submit copies of proceedings relating to any of the above permits or approvals which are pertinent to the annexation.

- G. Can the proposed development be accomplished under current county zoning?
Yes _____ No _____ (No proposed development)
If No, ---has a zone change been sought from the county either formally or informally.
Yes _____ No _____
Please describe outcome of zone change request if answer to previous question was Yes.

- H. Is the proposed development compatible with the city's comprehensive land use plan for the area? (No proposed development)
Yes _____ No _____ City has no Plan for the area _____
as the proposed development been discussed either formally or informally with any of the following? (Please indicate)
City Planning Commission _____ City Planning Staff _____
City Council _____ City Manager _____
Please describe the reaction to the proposed development from the persons or agencies indicated above.

- I. If a city and/or county-sanctioned citizens' group exists in the area of the annexation, please list its name and the name and address of a contact person.
NONE

IV. SERVICES AND UTILITIES

- A. If the reason for the annexation is to obtain specific municipal services such as water service, sewerage service, fire protection, etc., please indicate the following:
1. Proximity of facilities (such as water mains, sewer laterals, storm drains, etc.) to the territory to be annexed. (Please indicate location of facilities--for example: 8" water main in Durham Rd. 500' from east edge of territory). Please indicate whose facilities they are and whether in fact these facilities will be the ones actually providing service to the area. If the facilities belong to another governmental entity, explain the agreement by which they will provide the service and what the city's policy is on subsequent withdrawal and/or compensation to the other unit.
City of Sherwood sewer and water services are in the area as described below and in accordance with the attached service plans. WATER: As the final phase of the Sherwood-Scholls Waterline LTD, a 2" water line will be replaced with an 8" and will connect to a 10" at the south boundary of the annexation, extending 1300 feet along Sherwood-Scholls Road.
SEWER: Existing sewer service is in Edy Road about 1300 feet due south of tax lot 400, map 2S-1-30A. STORM DRAIN: Natural drainage into the two creeks and roadside ditches.

APPROVED MINUTES

**CITY OF SHERWOOD
PLANNING COMMISSION MEETING
January 19, 1987**

I. **Call to Order:** Meeting was called to order by Chairman Glen Warmbier. Members present were: Marian Hosler, Grant McClellan, Walt Hitchcock, Bob Nightingale, Ken Shannon, Joe Galbreath and Clarence Langer. City Planning Consultant Carole Connell was also present.

II. **Minutes of November 17, 1986:** Joe Galbreath moved to accept the minutes as written and Marian Hosler seconded. Motion passed unanimously.

III. **Time Extension - Marshall Industrial Park:** A representative for Mr. Marshall asked the members of the Commission to approve a time extension of an additional 6 months to permit final engineering drawings and final plat for recordation. Carole Connell recommended approval of the extension. Joe Galbreath moved to approve the 6-month extension. Ken Shannon seconded and motion carried unanimously.

III. **Smith Farm Estate:** Carole Connell reviewed the issues and called attention to Mr. Dittman's opinion on the greenway. The legal question as to whether or not the "dedicated pathway" must be kept as such had been reviewed in writing by City Attorney Derryck Dittman. Mr. Dittman concluded that whether or not 100% of the interested residents of Smith Farm Estates were to oppose the development of the pathway, that would not preclude the City from requiring its development and the recordation of an easement instrument legally describing the location of the pathway through the greenway area because it was dedicated for public use as part of a link with trails built or to be built in the rest of the greenway system along Cedar Creek.

Walt Hitchcock moved to accept the following staff recommendations: 1. Landscaping along the entire NW property line, and sight obscuring fencing and landscaping around the R.V. storage area shall be installed by June 1, 1987. To assure faithful performance, the developer shall file security acceptable to the City in an amount equal to 100% of the estimated cost of improvements, either by personal or security bond, or cash deposit. 2. The greenway path shall be designed, legally described, executed by easement dedication and constructed by June 1, 1987. To assure faithful performance, the developer shall file security as described above. 3. Unless the sales office is used primarily as a residence, the sales operation shall be terminated by March 1, 1987. Joe Galbreath seconded and motion carried unanimously.

IV. Correction to Pride Disposal Site Plan Approval Conditions:

Staff recommended revising the condition of allowing five years for the landscaping along a 15 foot visual corridor along Edy

Road. Mrs. Connell noted that the Code specifically states that landscaping shall be installed prior to the issuance of occupancy permits unless security equal to the cost of landscaping is filed with the City. If the installation of landscaping is not completed within six months, the security may be used by the City to complete the installation.

Joe Galbreath moved to revise the original approval condition. Bob Nightingale seconded and motion passed unanimously.

IV. Discussion of 1987 Planning Projects: Projects suggested were:

1. Looking at the City commercial zoning categories and trying to get away from the long list of allowed uses and make them more simple. Also to analyze the lands zoned commercial and find out if they are appropriately zoned.
2. Zoning along Highway 99W and other property within the UGB.
3. Nonconforming uses.

Mr. Gene Stewart suggested that the Commission try to find out from the citizens what kinds of problems exist in their particular neighborhood that they would like the Commission to consider.

Glen Warmbier asked Carole Connell to talk with the staff and Councilmembers about the process used to find out from the citizens (such as public hearings, etc.) what they would like to have on the Agenda for the 5-year update (Periodic Review).

Walt Hitchcock suggested that the traffic and parking problems be looked into.

V. Review & Recommendation of Four Proposed Annexations to the City.

Walt Hitchcock moved to approve the Moser, Foster and Loss property annexations. Bob Nightingale seconded. Motion carried. The applicants for the 99W annexation did not submit their specifications and Commission decided not to act without this information. It was decided to carry the 99W annexation over until all the paperwork was completed.

VI. Public Hearing on the Proposed Old Town Overlay Zone:

Glen Warmbier opened the public hearing and called for proponent testimony. Mr. Terry Tollen, Tooze Road, Sherwood, said he was in favor of the Old Town Overlay project. Mr. Tollen emphasized that the parking problem should not preclude the marketing of Old Town as a unique area for small shops, etc. He felt it was more important to get people interested in the uniqueness that Old Town has to offer and worry about the parking problem when it becomes a problem. Mr. Tollen felt it would be detrimental to

put in parking lots before the business was actually established. Mr. Tollen also felt that the minimum lot requirement size should be 2,500 square feet rather than 4,000 square feet.

Mr. Hitchcock asked Mr. Tollen if any of the property owners had indicated they might renovate their property before they had renters just to make it more attractive to businesses. Mr. Tollen said that no one seemed to want to take the risk.

Mr. Tollen also suggested that the Commission determine codes on a case by case basis in order to attract businesses. Mr. Warmbier said he felt uncomfortable with that suggestion because of the problems which could arise.

Mr. Gene Stewart asked if there were two buildings on a lot if either could be used as a business.

Carole Connell noted that City Manager Jim Rapp had suggested they hold two hearings, one on the text and one on the boundaries of the Overlay District. Glen Warmbier asked Commission members if they would like to do that and the consensus was they would not. They decided they had no recommendation to the Council regarding the boundary issue and that there should be no change in the boundary.

Mr. Warmbier called for opponent testimony. There was none.

Mr. Hitchcock moved to amend the text of the Old Town Overlay Zone as follows:

1. Under home occupation 2.115.05 D., eliminate the word "principal".
2. Modify the minimum size of the lot to 2,500 square feet
3. In 2115.06 C. delete under "required" off street parking and D. off street loading.

Bob Nightingale seconded and motion carried unanimously.

Joe Galbreath moved to approve the Old Town Overlay District text as amended and that the City Council hold a hearing and adjust the boundaries as needed. Clarence Langer seconded . Motion carried.

Walt Hitchcock moved that the City seek funding for facade improvements or sidewalk improvements for Old Town. Mr. Nightingale seconded. Motion passed.

Meeting was adjourned at 9:45 p.m.

Rebecca L. Burns
Minutes Secretary