

SHERWOOD PLANNING COMMISSION

December 1, 1981

AGENDA

- I. Reading and Approval of the Minutes of November 17, 1981
- II. Announcements and Correspondence
Director's Report
- III. PUBLIC HEARINGS

PTA-81-05
A Planning Commission initiated request for amendments to the text of Chapter 2 Section 4.03, "Flood Plain District," to achieve consistency with the National Flood Insurance Program.

V-81-02
A request by Frontier Leather Co. for a front yard setback variance to facilitate remodeling of a tannery and construction of a proposed retail outlet located on Oregon Street (Tax Lot 2S1 29D : 400.)
- IV. PD-81-02 Phase 2 Orland Villa 2
A request by Ralph Cardinal for preliminary plat approval for phase 2 of a manufactured housing-neighborhood commercial planned development located on Oregon Street (Tax Lot 2S1 32AA : 200)
- V. Next Meeting Agenda

APPROVED MINUTES

SHERWOOD PLANNING COMMISSION
December 1, 1981

I. Call to Order

The meeting was called to order at 7:33 p.m. Present were Commissioners Norma Borchers, Clyde Sanders, Ron Tobias, and Chairman Eugene Stewart. Also present was Planning Director Todd Dugdale.

II. Reading and Approval of the Minutes of November 17, 1981

The minutes of November 17, 1981 were accepted without correction.

III. Announcements and Correspondence

Director's Report

Director Dugdale reported that:

- 1) The Staff requested \$150,000 from HUD for the Block Grant Program this week. In all, \$258,000 is being directed to Old Town revitalization projects, including railroad improvements, road improvements (specifically to Highland and Willamette Streets), and drainage improvements.
- 2) The City Council will award the contract for construction of the Senior Citizens' Center on December 9.
- 3) The project engineers for the LID Cedar Creek improvements object to the current methodology for determining assessments for the project on property outside the City limits. The City Council will make a final decision on this matter at their meeting on either December 9 or December 24.
- 4) That Old World will soon be opening a Public Improvements review. Robinwood has submitted a final Public Improvements plan.

III. Public Hearings

PTA 81-05. A Planning Commission Initiated request for amendments to the text of Chapter 2, Section 4.03, "Flood Plain District," to achieve consistency with the National Flood Insurance Program.

Director Dugdale defined the National Flood Insurance Program as a low-cost program developed to aid residents whose property is subject to flood damage. According to Director Dugdale, both Cedar Creek and Rock Creek are included in the 100-year flood plain district.

Commissioner Sanders asked how many residents would be affected by the amendments to the Flood Plain District codes. Director Dugdale answered that the flood plain area is a minimum impact area and that up to now, Sherwood has been covered under an emergency-only program. The provisions required by the National Flood Insurance Program include requirements for the permit process prohibiting construction

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of new structures in the 100-year flood plain area, duties of the building officials, provisions for coordination with other government agencies, etc. Director Dugdale stated that if the Flood Insurance Program is accepted by the City, Sherwood will be in compliance with the program by January 6, 1982.

Chairman Stewart called for proponent testimony and there was none; the hearing was closed at 7:45 p.m. He then called for questions from the Commission.

Commissioner Sanders commented that there was no current need for adoption of the Flood Insurance Program.

Director Dugdale answered that most of the provisions represented only formal technicalities of law.

Commissioner Sanders then asked if the Staff would then grant permits for structures to be built in the flood plain.

Director Dugdale answered no, structures would not be permitted to be built directly on the flood line.

Commissioner Sanders stated that the location of the Sherwood flood plains makes the National Flood Insurance Program unnecessary.

Commissioner Tobias asked whether eligibility for the insurance depends upon complete conformance to the Federal Government provisions.

Director Dugdale replied that word-for-word conformity with the Federal Government is not required.

Motion: Commissioner Tobias moved that the Commission accept the staff recommendation to adopt the National Flood Insurance Program. Chairman Stewart seconded the motion, and Commissioner Sanders objected. Motion carried.

V-81-02. A request by Frontier Leather Company for a front-yard setback variance to facilitate remodeling of a tannery and construction of a proposed retail located on Oregon Street (Tax Lot 2S1 29D: 400).

Tom Peters, of CH2M Hill in Portland and representing the Frontier Leather Company, said that the recent fire created many building problems, so the owners of the Frontier, Don Nelson and Steve Wozniak, Jr., have taken this opportunity to not only repair the fire damage, but also to make other changes as well. Mr. Peters explained that the Frontier owners want to reconstruct about 14,000 square feet, build an additional drying building, add an additional 4,000 square feet to the retail area of the building, and to construct a right-of-way setback. Also, improvements are planned for the leather treatment system.

Mr. Peters continued that financing of the first phase of improvements are in progress. He stated that representatives of the Frontier

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would be meeting soon with the Design Review Board to discuss landscaping improvements.

Mr. Peters also stated that the above-mentioned improvements would only result in a 1-percent increase in traffic on Oregon Street, and that the flow of traffic would actually be improved because the traffic would be directed away from the front of the building and would exit through the parking lot. According to Mr. Peters, the second story will not be reconstructed, but some type of facade will be used to pull the design of the building together.

Mr. Peters went on to say that the Frontier owners only have 10 feet of frontage available to work with and that current setback recommendations are 20 feet. Mr. Peters asked 1) that the Commission consider Staff recommendations allowing the Frontier to sign a non-remonstrance agreement and a seven-foot variance, and 2) that the application for variance and description of the site plan for the Frontier be put on the Planning Commission records. Mr. Peters continued that discussion about the site plan, landscaping, and LID financing will be continued at the Design Review Board, where final decisions will be made.

Director Dugdale responded that he had no objection to deferring final discussions of the Frontier construction plan to the Design Review Board meeting.

Commissioner Sanders then asked why the Frontier plans were referred to the Commissioners in the first place.

Director Dugdale responded that the conditions under which the setback variance will be granted must be a matter of record since they are part of the Code.

Chairman Stewart asked why a retail enterprise was allowed in an industrial area.

Director Dugdale responded that the area is zoned for light industrial use.

Motion: Commissioner Tobias moved that the Commission accept the Frontier's request for a variance. Commissioner Sanders seconded the motion. Motion carried.

PD-81-02. Phase 2 Orland Villa 2: A request by Ralph Cardinal for preliminary plat approval for Phase 2 of a manufactured housing-neighborhood commercial planned development located on Oregon Street (Tax Lot No. 2S1 32AA: 200).

Mr. Ralph Cardinal, developer of Orland Villa, testified that Murdock Road is a current problem. He suggested that the procedure for improvements be tabled at this time.

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Commissioner Sanders asked Mr. Cardinal what requirements have been asked of him concerning Murdock Road.

Mr. Cardinal responded that the City Council did not require him to remonstrate.

Commissioner Sanders asked if Mr. Cardinal would start construction in the Spring, and Mr. Cardinal stated that he would.

Mr. Cardinal again indicated that he wished to table discussion of Murdock Road and discuss the matter with other property owners in the area. He asked how the matter could be brought up before the Commission at a later date.

Director Dugdale answered that a motion could direct the Staff to put the matter back on the Planning Commission agenda later on.

Motion: Commissioner Sanders moved that the Murdock Road matter be tabled until the applicant (Mr. Cardinal) gives two weeks' notice to have it put back on the Planning Commission agenda. Commissioner Tobias seconded the motion. Motion carried.

V. Adjournment

The meeting was adjourned at 8:25 p.m. The next meeting will be held Tuesday, December 15.

Respectfully submitted,



Diane Kahl
Recording Secretary