

# CITY OF SHERWOOD

SHERWOOD, OREGON 97140

January 26, 1977

To: City Council

From: Planning Commission

Subject: Amendment of Zoning Ordinance #588 to establish a Site Development Review Board

The Planning Commission recommends:

1. That this Board report its findings to the Planning Commission and/or City Council.
2. That the fifth member who may reside outside city limits of Sherwood reside within the Urban Containment Boundary.
3. Clarify how selection of Planning Commission member to sit on this Board will be made.
4. That an operating budget be set up for this Board.

The Planning Commission approves the amendment with the above recommendations.

*Marjorie Stewart*  
Marge Stewart, Chairman

PLANNING COMMISSION BUDGET--1977-78

Planner	19,485.
Secretary	800.
Attorney	1,560.
Payroll Expense(Secretary)	110.
Rent & Utilities	864.
Office Supplies & Postage	470.
Printing & Advertising	1,001.
Travel Expense	150.
Miscellaneous	50.
Total	<u>24,490.</u>

EXPLANATION OF PLANNING COMMISSION BUDGET

L.C.D.C. part of grant money from state for comprehensive planning:

Planner	16,560.
Legal(Attorney)	1,000.
Office Supplies	100.
Printing & Postage	135.
Reproduction	167.
Travel	50.
Miscel.	50.
Total L.C.D.C.	<u>18,062.</u>

City share or matching funds for L.C.D.C. Grant:

Planner	1,425.
Travel	100.
Rent & Utilities	864.
Office Supplies	35.
Printing	60.
Total City Share of Grant	<u>2,484.</u>

Planning Commission Regular Budget:

Secretary	800.
Payroll Expense	110.
Attorney	560.
Printing & Advertising	674.
Planner	1,500.
Total Regular Budget	<u>3,944.</u>

Recap:

L.C.D.C. Grant	18,062.
City Share of Grant	2,484.
Regular Budget	3,944.
Total Budget	<u>24,490.</u>

# **APPROVED MINUTES**

REGULAR PLANNING COMMISSION MEETING  
January 25, 1977

The meeting was called to order by Chairman Stewart at 7:30 P.M. Members present were Paul Clayton, Elenora Jeffers, Wayne Bender and Brian Yerka. Also attending were Jack Harper, Jim Parr, Bill Hartford, Tad Milburn, Leonard Kosatka and several interested citizens.

The minutes of the meetings of January 4 and 11 were read and approved.

SITE DEVELOPMENT PLAN REVIEW BOARD

The amendment of Zoning Ordinance #588 to establish a Site Development Review Board was read and the hearing was held. Questions from the floor were answered and the Commission recommends the following:

1. That this Board report its findings to the Planning Commission and/or City Council.
2. That the fifth member who may reside outside city limits of Sherwood be required to reside within the Urban Containment Boundary.
3. Clarify how selection of Planning Commission member to sit on this Board will be made.
4. That an operating budget be set up for this Board.

The ordinance was approved with the above recommendations. The hearing was closed.

SITE REVIEW MOBILE HOME PARK

After discussion of staff recommendations it was decided that Hall Street needs to be improved. A motion was made by Wayne Bender and seconded by Elenora Jeffers to have Leonard Kosatka, City Inspector, research the feasibility for forming an LID on Hall Street. The motion passed unanimously. Mr. Kjelgaard was informed he will need to have a Conditional Use Review and a public hearing on this project. Wayne Bender moved that since Mr. Kjelgaard has paid a PUD fee that it can be applied to the charge for a conditional use review. Elenora Jeffers seconded the motion and it was passed unanimously.

Mr. Kjelgaard was given the following conditions:

1. Landscaped barrier at the rear South and West side is not adequate.
2. No provisions are made for the lighting, garbage and trash removal.
3. Sewers, water supply and storm drains are not specified.
4. Plans do not show a fire hydrant.
5. There is no provision for recreational vehicles and additional vehicles.

Wayne Bender moved and Paul Clayton seconded a motion that the plan be approved with conditions as outlined. The motion passed unanimously.

SITE REVIEW FOR SHOPPING CENTER

The staff recommendations were made regarding plans submitted. (See attached). There was a lengthy discussion regarding the environmental impact, waste collection, landscaping, security, traffic flow and economic impact on the City of Sherwood.

The following conditions were stipulated:

1. The Oregon State Highway Dept. approval of street alignment will be a condition of Planning Commission approval.
2. The waste collection system is to be enclosed and concealed with a 6 foot high fence.
3. Landscape on South and East side with 10 foot spacing of Shore Pines.
4. Provide handicap ramps at 3 entrances.
5. Space for bus shelter for Tri-Met stop.

Wayne Bender went on record as feeling that if at all possible a study should be made on the economic and environmental impact on the community. Mr. Langer stated that when the property was annexed to the city, it was specifically for a shopping center and if one is not going to be allowed he does not want to be a part of the city.

Elenora Jeffers moved that the Planning Commission approve the site plan with conditions as noted but the motion died for lack of a second. Wayne Bender moved that the plan be submitted to City Attorney, Derryck Dittman, for a legal opinion on whether this plan can be approved until the State Highway Department reports its street and highway plans and then have the site review on the agenda for the next regular business meeting of the Planning Commission on February 22. Brian Yerka seconded the motion. Voting was Yerka, Bender and Clayton in favor and Stewart and Jeffers opposed. Motion passed.

#### ANDRESEN MINOR LAND PARTITION

Mrs. Andresen read a letter which their attorney had written to Wayne Bender but since they have not yet worked out the details this matter was set over to the February 22 Planning Commission meeting.

#### SENIOR CITIZENS DEVELOPMENT OF HOLMES PROPERTY

The parties involved felt that they had not made sufficient progress on their plans at this time and asked to be set over to the February 22 meeting.

#### PROPOSED BUDGET OF PLANNING COMMISSION

A planner will be available from CETA and has been advertised in Oregonian on January 22 and 23. Five candidates will be referred to Sherwood for selection on a 1-2-3 choice. If the salary exceeds what CETA can pay, the wage differential will need to be picked up by the city. Also any CETA employee who has been working for the city one year by August will either need to be picked up by the city or terminated so this needs to be considered in budgeting. Also attorney fees have been raised.

#### SOIL TYPES AND HAZARD AREAS

Chairman Stewart reported that the U.S. Soil Conservation District will map our soil types 1-2-3-4 and hazard areas if a letter is written to them by the Planning Commission requesting this service.

#### ZONING CLASSIFICATION OF ANNEXED PROPERTIES

Chairman Stewart told the members that due to a misinterpretation on annexed property needing to come in to the city at the closest possible zoning to what county zoning was prior to annexation, another hearing will need to be held. Bill Hartford stated that a Zoning Revision Committee is being set up and will be working on this type of business and suggested that the hearing be put off until the zoning has been revised.

#### PLANNING COMMISSION MEETING DATES

Wayne Bender moved to omit the special meeting of February 1 and meet on February 15 to work on the comprehensive plan, Clayton seconded and motion passed unanimously.

The meeting adjourned at 11:00 P.M.



Gertie Hannemann, Secretary