



## MEMORANDUM

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Sherwood, OR 97140  
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To: Planning Commission  
From: Julia Hajduk, Community Development Director, and  
Michelle Miller, Senior Planner  
Date: August 20, 2013  
RE: Sherwood Town Center Plan

At the August 13, 2013 Planning Commission meeting you held a public hearing on the Town Center Plan. You provided direction on specific changes to the policies and strategies based on public testimony raised at the hearing as well as input received through prior public outreach efforts. As part of the public testimony, Mr. Phil Grillo spoke on behalf of TakFal Properties LLC, the property owner for the Sherwood Cinema Center. Mr. Grillo requested a continuance to allow time to meet with staff in order to suggest proposed additional amendments to the policies and strategies to reflect the need for the Town Center to connect well with the Sherwood Cinema property.

His specific concern is predicated on Washington County's Tualatin-Sherwood Road widening project and concerns that that project will negatively impact access to the cinema site. He contends, and the Commission seemed to concur, that access to and from the Sherwood Cinema Center is an important issue that ultimately affects the Town Center. The Commission directed staff to work with Mr. Grillo to identify potential changes to the policies and strategies that reflect the need to have good access and development both within the Town Center and adjacent to the Town Center. Attachment 1 is a track changes version of the policies and strategies reflecting the changes discussed and directed by the Commission at the last meeting in red, and the additional changes discussed and recommended by staff and Mr. Grillo in green.

The Commission also provided direction on specific changes to the Town Center Plan text and maps and the proposed Comprehensive Plan changes. Attachment 2 is the updated comment log documenting the direction received.

At the close of the hearing the Commission accepted the plan and changes discussed with the exception of continuing the public hearing for the purpose of reviewing and considering the changes developed by staff and Mr. Grillo. Therefore, at the August 27<sup>th</sup> meeting, the public may speak, and additional testimony may be taken as it relates to the issue of connection to the cinema property and other adjacent properties. To this end, Mr. Grillo has submitted a letter, Attachment 3.

At the hearing on August 27<sup>th</sup> it is anticipated that the Commission will finalize its recommendation to the City Council so that the Council may consider the Town Center Plan at their September 17<sup>th</sup> meeting.

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STRATEGY 1.1	Use gateway features to highlight key entry points (“gateways”) to the Town Center (see Map 2).
STRATEGY 1.2	Use wayfinding signage to guide residents and visitors to key Town Center destinations, including the Langer Drive District, Old Town District, parks, civic uses, and primary roadway and transit routes.
STRATEGY 1.3	Develop a unified theme along key streets within the Town Center with signage, lighting, sidewalk and road treatments, plantings, and other features that enhance aesthetics and walkability and create the sense that the Town Center is a special place.
STRATEGY 1.4	Develop branding and marketing strategies to create more awareness of the location of the Sherwood Town Center, celebrate its special character, and promote future growth and activity in this area.

*Policy 2: The City will encourage future development of appropriately scaled multi-family and single family attached housing in targeted areas.*

STRATEGY 2.1	Create more opportunities for townhome development in the Old Town Overlay District that is consistent with the architecture and character of the Old Town district.
STRATEGY 2.2	Evaluate Accessory Dwelling Units (ADUs) standards to ensure that ADUs are complimentary and compatible with each district within the Town Center.
STRATEGY 2.3	When in close proximity to existing commercial areas, consider allowing for greater density in multi-family residential in the Town Center.
STRATEGY 2.4	When in close proximity to existing commercial areas, allow for mixed use development within the Town Center.

*Policy 3: The City will ensure that development regulations encourage an appropriate mix of activities and uses within and adjacent to the Town Center that support the vision.*

STRATEGY 3.1	Encourage a transition away from auto-oriented and low-density commercial uses <u>from</u> in the Langer Drive District of the Town Center to uses that are more supportive of a pedestrian environment <u>within Old Town</u> .
STRATEGY 3.2	Encourage uses within the Town Center that are consistent with the Town Center vision of walkable, pedestrian scale development that serves the needs of the community. Conversely, discourage or prohibit uses that are inconsistent with the vision that are out of scale with a walkable environment or that are solely automobile dependent uses.
STRATEGY 3.3	<u>Consider restricting</u> <del>Restrict</del> new drive-through commercial uses within the Town Center <u>based on the needs of the sub-district</u> in order to enhance the pedestrian environment and promote pedestrian safety.

*Policy 4: The City will ensure that new development and redevelopment within the Town Center will contribute to a pedestrian friendly environment with human scale buildings and high quality design.*

STRATEGY 4.1	Encourage development that brings buildings and entries close to the sidewalk <u>or otherwise improves the pedestrian experience.</u>
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*Policy 5: The City will encourage property owners and governmental agencies to invest in development that supports the Town Center vision and recommendations*

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STRATEGY 5.2	Make it easier for property owners in Old Town to make minor modifications to their properties in order to encourage on-going investment in Old Town.
STRATEGY 5.3	Stimulate private investment in property enhancements and development through public-private partnerships or “catalyst projects” that make the area more attractive for development and/or increase property values in the Town Center.
STRATEGY 5.4	Incentivize development of high-quality infill projects in the Town Center.

*Policy 6: The City supports transit service that serves the needs of the residents and businesses in and adjacent to the Town Center, including maintaining a robust local transit service network and planning for future local and high capacity transit service to neighboring cities*

STRATEGY 6.1	Identify the ongoing transit needs within the community and work with Tri-Met and other transit providers to enhance services to address short and long-term transit needs in the community.
STRATEGY 6.2	Work with Metro, as well as the cities of Tualatin and Tigard, to explore feasible modes and locations to provide high-capacity transit service to the Town Center <u>and adjacent areas.</u>
STRATEGY 6.3	Periodically evaluate the feasibility of passenger service along the existing rail lines as the Town Center grows.
STRATEGY 6.4	Continue to explore opportunities to achieve long-term transit-supportive densities in the Town Center in order to increase the viability of high-capacity transit.

*Policy 7: The City will implement transportation system improvements and standards that increase access between residences and civic, employment, and commercial uses within the Town Center boundary and that improve safety for all modes of transportation for people traveling to, and within and adjacent to the Town Center*

STRATEGY 7.1	Support public or private development of the bicycle and pedestrian improvements shown on Map 2.
STRATEGY 7.2	Enhance Sherwood Boulevard for bicycle and pedestrian travel consistent with the key changes identified for this roadway in the Town Center Plan.
STRATEGY 7.3	Enhance Langer Drive for pedestrian and bicycle travel to create a complete street that supports a vibrant mixed use district, consistent with the key changes identified for this roadway in the Town Center Plan.
STRATEGY 7.4	Work with ODOT to provide safe pedestrian crossing movements for all directions at 99W intersections.
STRATEGY 7.5	Identify and consider all funding sources appropriate and available to work with property owners to fill gaps in sidewalk system along neighborhood streets.
<u>STRATEGY 7.6</u>	<u>The City will support collaborative solutions that enhance vehicular and pedestrian access between and to the Town Center and adjacent developments such as the Sherwood Cinema Center and that improves safety for all modes traveling to and within these areas.</u>

*Policy 8: The City will balance the need for vehicular mobility within and adjacent to the Town Center with the other transportation and land use goals and priorities identified in the Town Center Plan.*

STRATEGY 8.1	Through the TSP update, examine changes to the City's OR 99W Capacity Allocation Program (CAP) to ensure that it doesn't restrict future growth that supports and implements the Town Center vision and recommendations.
STRATEGY 8.2	Through the TSP update, identify strategic road capacity improvement projects to address congestion within <u>and adjacent to</u> the Town Center. Necessary transportation improvements will be analyzed and evaluated for how they support a vibrant walkable Town Center.
STRATEGY 8.3	<u>Through the TSP update,</u> establish transportation mobility targets for new development within <u>and adjacent to</u> the Town Center that are appropriate for a Town Center context and capture the community's priorities.
<u>STRATEGY 8.4</u>	<u>The City will work with the County, ODOT, and local stakeholders to enhance vehicular and pedestrian access from the Town Center to developments adjacent to the Town Center, such as the Sherwood Cinema Center and other adjacent facilities.</u>

*Policy 9: The City will support actions that provide sufficient parking for businesses and residents, while maximizing the efficiency of parking areas.*

STRATEGY 9.1	Examine parking supply and demand in Old Town to determine if changes to existing parking standards are necessary.
STRATEGY 9.2	Evaluate the required number and potential locations of automobile parking spaces for townhomes within each sub-district of the Town Center to ensure that this type of residential development is feasible and can be developed in a way consistent with the vision for each sub-district in the Town Center.
STRATEGY 9.3	Consider the parking requirements for commercial uses in the Langer Drive Commercial District portion of the Town Center to ensure that flexibility is available to allow for the redevelopment of parking lots and the construction of additional buildings adjacent to collector and arterial streets while also ensuring adequate parking is provided.
STRATEGY 9.4	Accommodate car-sharing programs within the Town Center.
STRATEGY 9.5	Promote development of Transportation Demand Management programs by Town Center employers.
STRATEGY 9.6	Monitor supply and demand for on-street and off-street public parking areas within the Town Center.

**Town Center Plan Log of scrivener’s errors and proposed changes**

The consultant team prepared the draft Town Center Plan using a software program that cannot be easily edited by staff. As a result, we are compiling comments-both substantive and scrivener’s errors below and will direct the consultant, once formal direction is received from the Planning Commission, to make changes based on the final Planning Commission recommendation. Additional changes, if applicable, at the Council level will be reflected in the Final adopted version of the Plan or Comprehensive Plan amendments.

Date	Comment	Commenter	Status/Staff Recommendation
7/23	Because the policies and strategies have changed to reflect that buildings oriented right up to the street in all locations may not be desirable, it is recommended that the building in Figure 3 be cropped out. The illustration of roadway improvements is informative but the building does not convey what the plan vision is.	Jean Simson	The Planning Commission provided direction to make this change at the 8-13-13 meeting
7/23	Pg 23, strategy 7.1 – there is a scrivener error (an extra “S”)	Jean Simson	This will be changed in the final document
7/23	Add more discussion under the implementation section on page 25 regarding what goes into implementation. Include: TSP update; code amendments, zone and use evaluations and be clear that all of these will involve additional public involvement and public hearing	Jean Simson	The following additional text was supported by the Commission at the 8-13-13 meeting: “Specific steps necessary for full implementation of the plan include updates to the Transportation System Plan, evaluation and amendments to the Development Code and consideration of changes to the zoning and uses permitted within the Town Center. Any actions taken to implement will involve additional public involvement. The Town Center is the Community of Sherwood’s plan and, as such, the Community will be requested to provide input and direction throughout the implementation process.”
8-13-13	Tualatin provided comments recommending modifying the transit map to reflect a connection to Tualatin		After additional discussion the Commission provided direction to modify figure __ (transit map) to reflect a local transit service connection to Tualatin (via Tualatin-Sherwood Road) and Tigard via 99W
8-13-13	Six corners commercial district map		Staff provided 2 options for the designation of the six corners area. Option 1 was the original Town Center area, Option 2 was a larger commercial area including both sides of Tualatin

			Sherwood road. The Planning Commission provided direction to incorporate Option 2 into the Comprehensive Plan changes.
8-13-13	Staff commented that text in new chapter 9 for Special Area Plan on the Six Corners commercial District should all be shown as new		Change will be made in the document forwarded to Council
8-13-13	Testimony from Phil Grillo representing TakFal Properties wanted the plan to reflect the need and importance for the plan to consider connections to properties within an "area of influence" of the Town Center		Commission continued the hearing and directed staff to work with Mr. Grillo to identify language that addresses this issue/concern. 8-27-13 meeting will review and consider the changes developed.



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August 20, 2013

Ms. Julia Hajduk  
Community Development Director  
City of Sherwood  
City Hall  
22560 SW Pine Street  
Sherwood, Oregon 97140

**VIA E-MAIL ONLY**

**Re: Sherwood Town Center Plan: Proposed Amendments**

Dear Julia:

Thank you for meeting with me on Monday, August 19, 2013, to discuss possible amendments to the Sherwood Town Center Plan ("TCP"). On behalf of my client, TakFal Properties, LLC, I suggested several amendments that you have incorporated into the TCP policies and strategies, as shown in the green edits attached. We support the changes and urge the Planning Commission and City Council to adopt them. Please forward this letter to the Planning Commission and City Council for their consideration.

Our goal is to protect businesses within the Sherwood Cinema Center that depend on commercial access from Tualatin-Sherwood Road. It is critically important that the City support us in these efforts. With regard to the Tualatin-Sherwood Road project, we have proposed other options to the County that would protect our commercial access, reduce delay, and increase vehicular and pedestrian safety along Tualatin-Sherwood Road. We hope that the City will support solutions that protect existing commercial access for local businesses in and adjacent to the Town Center.

Thank you for your continued efforts in this regard.

Sincerely,

Davis Wright Tremaine LLP

Phillip E. Grillo

Enclosure

cc: Client

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**Attachment 3**

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