
City of Sherwood, Oregon
Planning Commission
Work Session Meeting Minutes
September 10, 2013

Planning Commission Members Present:

Chair Jean Simson
Commissioner Michael Cary
Commissioner John Clifford
Commissioner Beth Cooke
Commissioner Russell Griffin
Commissioner Lisa Walker

Staff Present:

Brad Kilby, Planning Manager
Bob Galati, City Engineer
Mark Daniel, Police Captain
Kirsten Allen, Planning Dept. Program Coordinator

Planning Commission Members Absent:

Vice Chair James Copfer

Council Members Present:

Mayor Bill Middleton
Councilor Matt Langer

Legal Counsel:

None

Chair Simson called the meeting to order at 6:08 pm.

Brad Kilby, Planning Manager informed the Commission that (PA 12-04) VLDR PUD Text Amendment had been adopted by the City Council and reminded them of the upcoming seminars available for Planning Commissioner training.

Mayor Middleton said the city would begin work on some clean up and additions for a City Charter update for the election in June 2014 and one member from each of the City commissions, typically the chair, would be on the committee. Mayor Middleton invited the Planning Commissioners to the Town Center Council work session on September 17, 2013 at 6pm.

1. Sherwood Transportation System Plan Update

City Engineer Bob Galati explained that the City had received a Transportation Growth Management grant for the Transportation System Plan (TSP) update. He said it would not be a full “remodel” of the plan, but a focused update of certain portions and would include amendments to the plan since the last TSP was adopted. Bob said the City is looking for ten citizens to join the Citizen’s Advisory Committee. For more information go to the City website and look for the project page on the [Transportation System Plan Citizen Advisory Committee](#) .

Bob introduced Chris Maciejewski from DKS Associates and turned the time over to him.

Mr. Maciejewski gave a presentation regarding Transportation System Planning (see record, Exhibit 1) and introduced Darci Rudzinski of Angelo Planning Group who will be supporting

the process with code review and implementation. Discussion followed including public outreach, congestion, the Capacity Allocation Program (CAP) with staff being directed to do the following:

- Provide examples of jurisdictions that measure traffic in end to end time
- Provide level of service definitions
- Make the reasonable funding plan amount available to the Commission based on past projects

Chair Simson adjourned the meeting at 8:01 pm.

Submitted by:

Kirsten Allen

Kirsten Allen
Planning Department Program Coordinator

Approval Date: October 8, 2013