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**City of Sherwood, Oregon**  
**Planning Commission**  
**Work Session**  
**May 12, 2015**

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**Planning Commission Members Present: Staff Present:**

Chair Jean Simson

Commissioner Michael Meyer

Commissioner Alan Pearson

Commissioner Lisa Walker

Julia Hajduk, Community Development Director

Brad Kilby, Planning Manager

Michelle Miller, Senior Planner

Kirsten Allen, Planning Dept. Program Coordinator

**Planning Commission Members Absent:**

Vice Chair Russell Griffin

Commissioner James Copfer

Commissioner Chris Flores

**Council Members Present:**

None

**Legal Counsel:**

None

**1. Call to Order/Roll Call**

Chair Jean Simson called the meeting to order at 6:06 pm.

**2. Council Liaison Announcements**

None

**3. Staff Announcements**

Brad Kilby, Planning Manager, announced a Sherwood West Preliminary Concept Plan Community Workshop on May 21, 2015 from 6-8 pm at Edy Ridge Elementary School. He said the consultant was beginning to develop alternatives.

Mr. Kilby informed of a Washington County Transportation Future Study survey to study the limitations to transportation in all the jurisdictions within the Washington County area. The study will help inform the Washington County commissioners where to invest towards future growth. Chair Simson indicated that she had difficulty with the survey and Julia Hajduk, Community Development Director, confirmed that she had similar issues. Mr. Kilby indicated he would inform the County.

Mr. Kilby stated that City Council approved legislation forwarded with recommendations by the Planning Commission regarding Medical Marijuana Dispensaries and the Water System Master Plan update, on May 5, 2015 and announced the annual Tualatin River Bird Festival on May 16, 2015 at the Tualatin River National Wildlife Refuge beginning at 10 am with early morning walks starting at 5:30 am.

Mr. Kilby disclosed that an application for an off leash area at Snyder Park has been received which will come to the Planning Commission in June or July.

Chair Simson noted that because it was a work session, the Planning Commission would not be accepting citizen comments and reminded that citizens could sign up for [email notifications](#). She moved to the next agenda item and turned the time over staff.

#### 4. **Backyard Chickens**

Michelle Miller, Senior Planner, recounted that the Planning Commission conducted a code clean-up in 2011 resulting in draft code language to the City Council. She said Council decided to wait and gather more information before they considered it any further, then in April 2015 the City Council directed the Planning Commission to revisit the code language. Ms. Miller gave a presentation about Backyard Chickens (see record, Exhibit 1) and noted that over 560 responses were received in an online survey conducted by the City (see record, Exhibit 2).

Ms. Miller noted that the draft code language was provided in the memo dated May 12, 2015 (see record, Exhibit 3) which included:

- Four hens
- No roosters
- Chicken enclosures must be secure and at least 10 feet from property line
- A Type I process that includes no notice
- Non-compliance would go in Municipal Code under nuisance criteria

Ms. Miller stated the code language would have been in the development code in the residential use category. She gave a summary of the survey results and compared the results to the draft language.

Ms. Miller noted that public outreach was conducted in 2011 to help draft the language. She asked how the Commission wanted additional public outreach beyond the survey and when to start the formal hearing process for a recommendation to City Council. She noted that the final page of the memorandum included a listing of how other jurisdictions were regulating backyard chickens and stated many jurisdictions were placing the regulations in the Municipal Code. Ms. Miller pointed out that the draft language did not have noticing requirements to adjoining property owners, and asked if the Commission wanted to open the process to other animals.

Julia Hajduk, Community Development Director, commented that the Council's directive was to revisit the old language and see if it was worth another look. She said a majority of the City Council supported the motion in April, community sentiment was still split, and the comments on the survey validated the work done in 2011.

Discussion followed regarding noise, licensing, education, public outreach, noticing requirements, who would administer the regulations, if other animals should be included in this language, and the fees for comparable licensing.

Staff was directed to

- Find out about nuisance abatement regarding chickens,
- Prepare an Archer article, then schedule public hearings for July after the next edition of the Sherwood Archer has been distributed,
- Report on the number of responses the code enforcement officer makes for nuisance animals and animals other than household pets
- Inform on the language from other jurisdictions regarding "poultry" or other non-domesticated animals.
- Add language that bases the number of hens to the lot size with a minimum of 5000 square feet for three hens and minimum of 10,000 square feet for five hens.

- Add language that places enclosures 10 feet from the property line and 25 feet from any other dwelling unit.
- Add language for notifying neighbors that abut the property
- Update the municipal code section referencing violations

Chair Simson recessed the meeting at 7:10 pm and reconvened at 7:13 pm.

## **5. Tonquin Employment Area Update**

Community Development Director, Julia Hajduk informed the Commission that the Tonquin Employment Area (TEA) is a concept planned area that was not inside the city limits, but inside the urban growth boundary and designated as Employment Industrial zone. She stated annexation of the area was preapproved by voters (2013) so when property owners are ready to come into the city the process will be easier. Ms. Hajduk added that no activity has taken place so the City applied to Metro for Construction Excise Tax Grant Funds to identify obstacles that are preventing the area from growing. Metro combined the grant request with a request from Washington County for a large lot industrial site readiness grant. She pointed out that the area has been reviewed holistically with industrial land in Tualatin; however, more details will be provided for the TEA area. Ms. Hajduk turned the time over to the consultant team.

Todd Johnson, Project Manager with Mackenzie, in answer to a question from Chair Simson said that they were not looking at design standards to help promote development, but they were looking at the physical characteristics of the land, utilities and market constraints with Johnson Economics. They were looking to see if the vision for the area is aligned with current employment trends, refining information in the concept plan and reporting the cost of infrastructure through phasing and funding strategies, because the area is underserved. He provided handouts to the Commission (see record, Exhibits 4 and 5). Mr. Johnson informed that they were working on two studies; evaluation of the sub area and creating specific layouts on certain properties to help evaluate the value of investing in infrastructure and to inform how physical land characteristics impede large format industrial development in the region.

Mr. Johnson said that Apex (brownfields consultant) and Pacific Habitat Services (wetland inventory) were on board to help with any environmental constraints in the area, but were not present.

Chris Blakney with Johnson Economics reviewed the Economic and Market Conditions handout (Exhibit 4) and said they looked at Sherwood's Economic Opportunities Analysis from 2007 and the TEA Concept Plan to gain some background information. Mr. Blakney advised that the information was updated based on an industry analysis. He said Sherwood had a solid manufacturing base, good access to work force and a strong quality of life. The challenges come with infrastructure capacity and how to fund site improvements in order to make the area more marketable for development. He said the types of industrial uses that might develop were small to midsize companies, at fifty thousand to one hundred thousand square foot building ranges with flex spaces for specialty contractors and creative services. Mr. Blakney stated the evaluation area extended from Boones Ferry Road (east), to Herman (north) to 99W (west) with the southern boundary where development stops. He revealed that the area had over sixty six companies with twenty-five to seventy-five employees that fit in this market. Mr. Blakney spoke of recent growth and a tightness in the market that has started to spur development. He said the industrial real

estate market is at a jumping off point characterized by falling vacancy rates, increasing rents, and an interest in construction.

Brian Varricchione, Land Use Planner and Civil Engineer with Mackenzie, explained that the Tonquin Employment Area Concept Plan and Tualatin's Southwest Concept Plan about each other, were part of a common market, and were looked at as one area for the purposes of the study. He said they were looking for barriers to development and would provide recommendations to overcome them with marketing strategies. Mr. Varricchione went over Exhibit 5 and explained that Mackenzie's task was to discover specific site needs for the industrial properties and to refine the concept plan.

Mr. Varricchione showed refined roadway alignments intended to minimize impact to the wetlands and commented that there were several power line easements running through the area. He identified different nodes; areas where industrial development can occur, and labeled them in phases. As the phases are built, roadway and infrastructure improvements will enable adjacent phases to develop.

Brent Ahrend, Traffic Engineer with Mackenzie, explained that developing properties along Tualatin Sherwood Road are required by Washington County to make frontage improvements for a future five lane road. He said the County was considering a five lane road in the area funded by the Major Streets Transportation Improvement Program project (MSTIP). Mr. Ahrend indicated that properties will be required to access development from new roadways, because of access restrictions off of 124<sup>th</sup> Avenue and Oregon Street. One of the new roads (tentatively named Blake Road) is proposed to have connectivity to 115<sup>th</sup> Avenue, but will not be a through road parallel to Tualatin Sherwood Road as originally envisioned.

Julia commented that the TEA Concept Plan identified zoning and a collector road, but the purpose of the study was to refine the assumptions with more data and the consultant would provide a tool kit of what can be done to make the industrial sites more ready for development. She said the study will go to City Council for acceptance in mid-June and staff will move forward as directed by Council. It will not be the adoption of a new plan, but information to take into account when reviewing the Capital Improvement Plan or for the city to be more supportive of Low Impact Development (LID).

Note: Brent Nielson, Civil Engineer with Mackenzie, was there to answer questions focused on the utility side of the infrastructure but did not present.

Discussion followed.

## 6. Adjourn

Chair Simson adjourned the meeting at 8:09 pm.

Submitted by:

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Kirsten Allen  
Planning Department Program Coordinator

Approval Date: \_\_\_\_\_