
City of Sherwood, Oregon
Planning Commission Minutes
November 13, 2012

Commission Members Present:

Vice Chair Brad Albert
Commissioner John Clifford
Commissioner James Copfer
Commissioner Russell Griffin

Staff Present:

Julia Hajduk, Community Development Director
Brad Kilby, Senior Planner
Kirsten Allen, Planning Dept. Program Coordinator

Commission Members Absent:

Chair Patrick Allen
Commissioner Michael Cary
Commissioner Lisa Walker

Council Liaison

Councilor Krisanna Clark

Legal Counsel Present:

None

1. Call to Order/Roll Call

Vice Chair Brad Albert called the meeting to order at 7:00 pm.

2. Agenda Review

The agenda consisted of a Public Hearing for a Landmark Alteration for the Pankhard Building (LA 12-01) located on Washington Street. The Commissioner made no changes to the agenda.

3. Consent Agenda

None

4. City Council Comments

Councilor Clark informed the Commission that Fred Meyer has opted out of the property on 99W and commented on the progress at the Kohl's location and the new Bank of Oswego location in Old Town. Ms. Clark said the Give N' Gobble is in need of more volunteers for the event on Thanksgiving morning. The event benefits the Helping Hands, a food bank here in Sherwood.

5. Staff Announcements

There were no staff announcements.

6. Community Comments

Robert James Claus, 22211 SW Pacific Hwy, Sherwood. Mr. Claus commented on an argument he had with the CFO of the Sherwood School District contending that urban renewal money was funding the school district. Mr. Claus said that, in this state, you have to increase urban renewal value four times or it is a net zero gain. Mr. Claus commented that farm ground has been developed, zoning has been stolen off the highway and moved in order to borrow against it, and the money was given to the school district. Mr. Claus commented on a letter from the coach of the Sherwood High School football team and called it a viewpoint communication and compared it to Tammany Hall. Mr. Claus commented on City staff and volunteer involvement in school athletic activities and police presence at the activities. Mr. Claus commented regarding illegal signs at the stadium that generate revenue and selling the public vote. Mr. Claus commented that the Secretary of State, Secretary of Education, and Ethics Commission will want to see the public record, because there appears to be money changing hands.

Mr. Claus suggested that the flow and direction of money be investigated, because of Urban Renewal, public money, viewpoint advertising, suppressed competition, and staff putting conditions on property.

7. New Business

a. Public Hearing- Pankhard Building (LA 12-01)

Vice Chair Albert opened the public hearing on LA 12-01 and read the public hearing statement which asked for any ex parte, bias, or conflict of interest. None were received.

Brad Kilby, Senior Planner, gave a presentation and explained that the Pankhard Building was located on the corner of SW Washington Street and SW Railroad Street and was zoned Retail Commercial in the Old Town Smockville area. There are currently tenant improvement permits for work on the interior and this alteration is for improvements to the outside of the building.

Brad gave a brief history of the building. Brad explained that the proposal was to restore a corner entry and façade and to replace the door on Railroad Street with a modern glass door that looks like the historical doors. In addition, the applicant would replace a window and door on Washington Street with a new wall with matching brick veneer for an ATM machine and night deposit box.

Brad said that staff has reviewed the application with the Old Town Smockville standards and one of the reasons the application is before the Planning Commission is because of the wall that includes the ATM and night deposit box, but that they are characteristics that are associated with the industry and are an allowed use. Brad stated the property is approximately 7,800 square feet and the alterations do not expand the building or encroach further into the setbacks. There are no dimensional standards being affected that the application is subject to and the only condition proposed is that they not sandblast as a way to clean the building before they make improvements. Brad indicated that there were no public comments received prior to the hearing and very few agency comments. Staff recommends approval with conditions.

Vice Chair Albert asked for questions from the Commission.

Commissioner John Clifford asked if the existing door would be used. Brad answered that new doors are proposed, consistent with what would have been there originally and they are neither metal nor sliding doors.

Mr. Clifford asked regarding the swing of the doors. Brad answered that there had been a comment about this from Tualatin Valley Fire and Rescue (TVF&R) and the doors will swing in and out. Brad added that the door on Railroad Street would have a lock bar for emergency egress.

Mr. Clifford asked regarding the triangular area of paving that will be replaced when the entry door is moved. Brad answered that the applicant did not indicate what would be done there.

Mr. Clifford commented that he did not know if lighting was historically significant and asked if there would be a large light at the ATM machine similar to the one at the US Bank down the street. Brad answered that the applicant did not specify lighting, but if it was planned, the code indicates that lighting should be ½ candle foot off of the property line and said that a condition could be imposed. Mr. Clifford stated he was fine if it met the code. Brad said that the lighting specifics have not been proposed and he would be sure to let the applicant know the requirements if no conditions are proposed.

Mr. Clifford asked regarding the brick that will be used. Brad answered that the applicant has indicated that it will be painted the same as the existing.

Mr. Clifford asked regarding a community room and if it was separate from the bank. Brad answered that it was part of the bank, as an executive meeting room, that they would like to share with the community for public meetings.

With no other questions from the Commission, Vice Chair Albert indicated that the applicant was not present and moved on to public testimony.

Robert James Claus, 22211 SW Pacific Hwy, Sherwood. Mr. Claus commented on the history of the building and stated it was originally a bank that had fallen into disuse. Mr. Claus said he and a partner had purchased the building and rebuilt it. Mr. Claus commented that the City bought the building from him, because it was a historic building, but reduced the price of the building because it lacked an elevator and was not ADA compliant. Mr. Claus asked for a two week continuance and stated he did not want the application to go forward until an elevator is installed as required by a change of use. Mr. Claus commented on the revenues made by the City from the sale of the building and a promise for the building to remain City Hall. Mr. Claus commented regarding changes to the old town area and said if the elevator is not required he would appeal to LUBA. Mr. Claus reiterated the sale history of the building and his assertion that the building was not ADA compliant. Mr. Claus commented that now is the time to get the building ADA compliant when changes are being made and that the proposed changes are not consistent with the historic façade. Mr. Claus stated that the building was a bank that had a huge historic safe that was torn down and should be saved. Mr. Claus commented that restoration should be done right instead of that which is convenient and said he had pictures to show how the bank used to look.

Brad Kilby informed the Commission that because it was the first evidentiary hearing the requested continuance had to be granted.

Community Development Director Julia Hajduk explained the options. Discussion followed.

Motion: From Commissioner James Copfer to Continue the Public Hearing to November 27, 2012, Leaving the Record Open. Seconded By Commissioner John Clifford. All Commission Members Present Voted In Favor (Chair Allen and Commissioners Cary and Walker were absent).

Brad clarified that the record will be left open and anything submitted will need to be received before or at the hearing on November 27th.

8. Adjourn

Vice Chair Albert closed the meeting at 7:30 pm.

Submitted by:



Kirsten Allen

Planning Department Program Coordinator

Approval Date: Nov. 27, 2012