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

Commission Members Present:

Chair Allen
Commissioner Walker
Commissioner Cary
Commissioner Copfer
Commissioner Clifford

Staff:

Julia Hajduk, Planning Manager
Michelle Miller, Associate Planner
Brad Kilby, Senior Planner

Commission Members Absent:

Commissioner Copfer
Commissioner Griffin
Commissioner Albert
Council Liaison – Councilor Clark

1. **Call to Order/Roll Call** – Chair Allen called the meeting to order.
2. **Agenda Review** – no changes were made to the meeting agenda
3. **Consent Agenda** – None
4. **City Council Comments** – Councilor Clark reported that the City Council has had two meetings since the last Planning Commission meeting. Included as part of one of those meetings the Council recognized the Sherwood Girls Soccer team as undefeated State Champions. Also, in Executive session they continued the process of interview candidates for the City Manager’s position. Other business included hearing the Denali PUD which the Council passed including 6 lots and a public hearing allowing Amateur Radio Towers, which was passed unanimously allowing Amateur Radio Towers in the city.
5. **Staff Announcements** – Julia explained that in a recent work session with Council in which they discussed doing a TSP amendment for the Cedar Brook Way area to help clarify the connections in that area and the functional classification.
6. **Community Comments** – Eugene Stewart PO Box 534, Sherwood OR 97140. Wanted to request that during the code clean-up process, citizen involvement be addressed. He feels there is not enough time for citizens to testify and that there is not enough give and take between citizens and staff. He encourages the Planning Commission to follow the citizen involvement plan.

In response to Mr. Stewart’s testimony Chair Allen spoke to the Commission and explained to them or reminded them, that during the code clean-up process we have expanded the notice area requirements to something far beyond what is required by state law, we have changed the signage to make them visible, as well as having significantly expanded electronic tools used to disseminate information. The commission has made a great attempt to include changes

gathered from public feedback when it has been provided. While he understands Mr. Stewart's point he feels the Commission has made great attempts to encourage public involvement.

7. Old Business – Continuation of PA 11-07 Temporary and portable signs. Chair Allen reviewed where the project is in the process and referred to Brad for Staff comments

Brad reviewed the list of eight items that had been of concern at the previous meeting:

Mr. Claus voiced concerns regarding to memorial signage. Brad worked with the city's legal counsel and any content related provisions and those have been amended.

In response to comments from Mr. Grady the projecting storefront sign spacing has been eliminated.

They have amended the awning sign size from 4 sq. ft. to 6 sq. ft.

They have amended the temporary sign sizes that were provided by the Portland Metro Association of Realtors, allowing the commercial sign size to 4' x 8" with ½ of foot clearance from the ground.

They considered 3 issues raised by Darryl Winnan the government affairs official from the Portland Metro Association of Realtors; and are still proposing requiring permits for signs in the public right-of-way and have revised the owner notification they he had suggested.

As requested by the representative for the St. Paul Lutheran Church the number of event signs allowed annually is suggested to be raised from 3 to 6; however the limitation on banner sizes was upheld.

Discussion regarding ODOT and Washington County maintained roads and what enforcement is allowed was had between Brad and the Commission. The City can enforce codes on private property along those roads, but not in the right of way.

At this point Chair Allen as if anyone of the Commissioners needs to disclose any actual or potential conflicts of interest, bias or expert' contact.

Commissioner Cary stated that as a business owner in Sherwood he may want to use a temporary or portable sign, but that will have no influence on his decision today.

Commissioner Copfer made a motion that the Commission forward a recommendation for approval by the City Council for PA11-07 Temporary and Portable signs based on the applicant testimony, public testimony and the analysis, findings and conditions in the staff report as revised.

Commissioner Walker seconded the motion.

A vote was taken; all members present were in favor, the motion passed.

Chair Allen adjourned the meeting.