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**City of Sherwood, Oregon**  
**Planning Commission Minutes**  
**April 26, 2011**

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**Commission Members Present:**

Chair Allen  
Commissioner Clifford  
Commissioner Albert  
Commissioner Cary  
Commissioner Copfer

**Staff:**

Julia Hajduk, Planning Manager  
Michelle Miller, Associate Planner  
Zoe Monahan, Assistant Planner  
Karen Brown, Recording Secretary

**Commission Members Absent:**

Commissioner Griffin  
Commissioner Walker

**Council Liaison – Councilman Luman**

1. **Call to Order/Roll Call** – Chair Allen called the meeting to order.
2. **Agenda Review** – the agenda consisted of the consent agenda and announcements
3. **Consent Agenda** – Minutes for the February 22, 2011 were reviewed. Chair Allen reminded everyone that is not necessary for Commission members to have been at a meeting to be included in a vote as long as they have reviewed the minutes. He then asked for any changes or comments to the minutes. Seeing none, he asked for a motion to approve the consent agenda. Commissioner Cary made a motion, Commissioner Copfer seconded the motion. A vote was taken and all members present were in favor and the motion passed.
4. **City Council Comments** – Councilor Luman was not present
5. **Staff Announcements** – Julia made several announcements including:
  - Reporting that the Arbor Day celebration had been held recently and was very successful. The City received its 6<sup>th</sup> Growth Award.
  - As part of the Code Clean-Up project the Planning Department is holding a Dessert and Discussion meeting May 6<sup>th</sup> from 6:00 to 7:30. We are inviting local HOA members and other interested parties to come and mingle and discuss issues as well as talk to the Planning Department Staff about trees while they are here. She invited Commissioners to come as well.
  - On April 25<sup>th</sup>, the Hearings Officer approved the Costal Farm and Ranch Store site plan and conditional use. She is expecting a formal decision to be issued later

in the week which may mean the city will see something new for that site in the near future.

- Heather had asked Julia to report that the group that has been working on the Business Plan for the Community Center has wrapped up and will be presenting their plan to the City Council on May 3<sup>rd</sup>. Chair Allen asked if there was a summary document that they could review. Julia will check and let him know.

6. **Community Comments** – none given

7. **Old Business** – None

8. **New Business** – Included selecting a Vice Chair. A discussion was held regarding interest in being the Vice Chair among the Commissioners. Commissioner Albert expressed an interest. Although not present Commissioner Walker had indicated she would nominate Commissioner Griffin if he was interested or that she would be a potential option if he was not interested. (Commissioner Griffin was not in attendance either.) Commissioner Copfer nominated Commissioner Albert. Chair Allen closed the nominations and asked for a vote. All members present were in favor of appointing Commissioner Albert as Vice Chair.

Chair Allen adjourned the meeting and moved onto the Work Session.

End of minutes.