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**City of Sherwood, Oregon**  
**Sherwood Town Center Steering Committee**  
**Work Session Minutes**  
**June 11, 2013**

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**Steering Committee Members Present:** Chair Patrick Allen  
Michael Cary  
Russell Griffin  
Jean Simson  
Lisa Walker

**Staff Present:** Julia Hajduk, Community Development Director  
Bob Galati, City Engineer  
Brad Kilby, Planning Manager  
Michelle Miller, Senior Planner  
Kirsten Allen, Planning Dept. Program Coordinator

**Steering Committee Members Absent:** John Clifford  
James Copfer

**Others Present:** Mayor Middleton  
Darci Rudzinski, Angelo Planning  
Chris Maciejewski, DKS Associates

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

Chair Allen called the meeting to order at 6:05 pm.

**2. Sherwood Town Center and Action Plan- Discussion**

Community Development Director, Julia Hajduk gave a presentation reviewing the Plan boundaries, Policies, associated Strategies and Action Items in the Town Center Plan (see record, Exhibit 1). Julia informed the Commission that the Department of Land Conservation and Development (DLCDD) and the public would be noticed 35 days prior to public hearings. Commission members discussed each policy and gave direction to staff.

Staff had conducted an online survey for the Town Center Plan beginning on May 17, 2013. Committee members were emailed the results of this survey on May 30, 2013. (See record, Exhibit 2). A Draft copy of the Sherwood Town Center Plan can be found in the May 14, 2013 meeting packet.

**Plan Boundary**

The suggestion was made to create two Town Center Plans with Old Town being one and Six Corners being the other. Other ideas included the Regal Cinemas within the boundary. Discussion followed with the matter being tabled in order to discuss the policies.

**Policy 1: The City will support programs and improvements that facilitate a greater awareness of the unique characteristics of the Town Center and that help inform visitors of the attractions in the area.**

Steering Committee members questioned who owns the accompanying strategies like wayfinding, signage, and lights. The suggestion was made that a time frame be set for implementing strategies. Discussion followed.

Note: Committee member Russell Griffin left at 6:58 pm. (Mr. Griffin was a member of the Stakeholder Advisory Committee and was already familiar with the Plan).

**Policy 2: The City will encourage higher residential densities and facilitate future development of appropriately-scaled multi-family and single-family attached housing in targeted areas within the Town Center.**

Discussion revolved around the need for higher densities proposed in the Plan. The consultant (Darci Rudzinski of Angelo Planning) noted that that housing is key to town center planning and the City needs to look at having transit supported density. Discussion followed. Staff was directed to look at rewording Strategy 2.2, split Strategy 2.3 into two parts and provide more information on Strategies 2.1 and 2.4.

**Policy 3: The City will ensure that development regulations encourage an appropriate mix of activities and uses within the Town Center that support the vision and recommendations included in the Town Center Action Plan.**

The committee asked for more input from the school district regarding Strategy 3.2, because it would affect how development occurred across from the schools on Sherwood Blvd. The Committee also asked that Strategy 3.3 be applied to sub-district areas.

**Policy 4: The City will ensure that new development and redevelopment within the Town Center contribute to a pedestrian friendly environment with human-scale buildings and high-quality design.**

The Committee recommended a Community Work Session to find out more about the survey results that showed opposition to having buildings and entries close to the sidewalk and appropriate areas for buildings of up to four stories. Staff would look at amending language for Strategy 4.3.

**Policy 5: The City will encourage property owners to invest in development that supports the Town Center vision and recommendations included in the Town Center Action Plan.**

Julia commented that this policy was to encourage developers to do the right thing. There was no discussion other discussion on this item.

**Policy 6: The City supports transit service that serves the needs of residents and businesses in the Town Center, including maintaining a robust local transit service network and planning for future high capacity transit service to neighboring cities.**

Survey results indicated that citizens were against supporting transit. The Committee wanted more public input regarding why and more information provided as to what form of transit is likely to be. The Committee was informed that the Stakeholder Advisory Committee was in favor of more transit. Discussion followed.

**Policy 7: The City will implement transportation system improvements and standards that increase access between residences and civic, employment, and commercial uses within the Town Center boundary and that improve safety for all modes of transportation for people traveling to, and within, the Town Center.**

Committee members did not amend any of the strategies except to broaden Strategy 7.5 to include or identify other income sources.

**Policy 8: The City will balance the need for vehicular mobility within the Town Center with the other transportation and land use goals and priorities identified in the Town Center Plan.**

Multimodal Mixed-Use Area (MMA) option was discussed which allows for more congestion in certain areas. The committee was not in favor of MMA's.

Staff was directed to change the wording in Strategy 8.1 so that it is not specific to the Town Center area and provide information of the tradeoffs allowed in Strategy 8.2. Discussion ensued regarding options for mobility targets in Strategy 8.3 that may include allowing more congestion or creating one way grids in Old Town.

**Policy 9: The City will support actions that provide sufficient parking for businesses and residents, while maximizing the efficiency of parking areas.**

Discussion included a suggestion for alley loaded parking for townhomes and options for street parking that is pedestrian and bicycle friendly. Staff was asked to clarify that Strategy 9.2 should be for the Langer District only and to add Strategy 9.6 to Decide if a parking study in Old Town is needed on a reoccurring basis.

**Next Steps:**

There was discussion regarding whether the Action Items would be adopted with the plan. The City's Consultant commented that the Action items are an appendix to the plan and as a way to carry out the strategies. It was decided that the Steering Committee would meet again on June 25, 2013 before sending the public notice and going to public hearings. Staff would continue to ask for public comment for review by the committee.

**3. Adjourn**

The meeting was adjourned at 9:28 pm.

Submitted by:



Kirsten Allen

Planning Department Program Coordinator

Approval Date: August 13, 2013