



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, February 16, 2016

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**

5:30 pm City Council Work Session

7:00 pm City Council Regular Meeting



5:30 PM WORK SESSION

1. Possible Charter Amendments (30 Min) (Josh Soper)
2. City Recorder Compensation (30 Min) (Josh Soper)
3. Leasing Update, Arts Center (30 Min) (Tom Pessemier)

REGULAR SESSION

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CONSENT AGENDA
 - A. Approval of January 30, 2016 City Council Meeting Minutes
 - B. Approval of February 2, 2016 City Council Meeting Minutes
 - C. Resolution 2016-004 Appointing John Liles to the Cultural Arts Commission (Kristen Switzer)
 - D. Resolution 2016-005 Appointing liley Thompson to the Cultural Arts Commission (Kristen Switzer)
 - E. Resolution 2016-006 Completing the annual Performance Evaluation of the City Recorder for the City of Sherwood (Josh Soper)
 - F. Resolution 2016-007 Authorizing the City Manager to execute a construction contract for the Columbia Street Regional Stormwater Facility Pipe Mitigation Project (Craig Christensen)
 - G. Resolution 2016-008 Appointing the Budget Officer for Fiscal Year 2016-17 (Joseph Gall)
6. PRESENTATION
 - A. Recognition of Eagle Scout Awards
7. CITIZEN COMMENTS
8. PUBLIC HEARING
 - A. Resolution 2016-009 accepting the Sherwood West Preliminary Concept Plan as a foundational tool on which to base future Urban Growth Boundary Expansion discussions and future refinement plans (Brad Kilby)

AGENDA

**SHERWOOD CITY COUNCIL
February 16, 2016**

5:30 pm Work Session

7:00 pm City Council Regular Meeting

**Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140**

9. CITY MANAGER REPORT

10. COUNCIL ANNOUNCEMENTS

11. ADJOURN

How to Find Out What's on the Council Schedule:

City Council meeting materials and agenda are posted to the City web page at www.sherwoodoregon.gov, by the Thursday prior to a Council meeting. Council agendas are also posted at the Sherwood Library/City Hall, the Sherwood YMCA, the Senior Center, and the Sherwood Post Office. Council meeting materials are available at the Sherwood Public Library. **To Schedule a Presentation before Council:** If you would like to schedule a presentation before the City Council, please submit your name, phone number, the subject of your presentation and the date you wish to appear to the City Recorder, 503-625-4246 or murphys@sherwoodoregon.gov



SHERWOOD CITY COUNCIL MEETING MINUTES
Sherwood Center for the Arts
22689 SW Pine St., Sherwood, Or
January 30, 2016

WORK SESSION-Annual Goal Setting Session

1. **CALL TO ORDER:** Mayor Clark called the meeting to order at 9:04 am.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Renee Brouse, Dan King, Linda Henderson, Jennifer Kuiper, and Sally Robinson.
3. **STAFF PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Police Chief Jeff Groth, Community Development Director Julia Hajduk, IT Director Brad Crawford, Public Works Director Craig Sheldon, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.
4. **OVERVIEW OF CURRENT MISSION STATEMENT, VALUES AND CITY COUNCIL GOALS:**

City Manager Joe Gall briefly reviewed City Council Mission Statement, Values and Goals (see record, Exhibit A). He stated the Mission statement has been consistent Council to Council over the years. He said changing these goals is something the Council can do but is not something to be done today. He stated City staff is hoping the Council establishes priorities of what the Council want to see accomplished in 2016 and where those projects fall under each of the goals. Adopted Goals consisted of: Public Safety, Livability, Infrastructure, Resident Well Being and Economic Development. He said he will take the information provided by the Council and compile a work plan which can be used as a communication tool for staff. He stated the Council could also use it as part of the City Manager's annual performance evaluation and the information can also be provided to the public.

He said the information provided to the Council (Exhibit A) consists of reports provided by City departments similar to last year's information, a report of what each department does and their planned projects for the next 16 months. He explained the timeline represents the remainder of this fiscal year and next fiscal year. He said after today's session he will compile the information based on what the Council wants and prepare a plan for Council adoption at the February 16th meeting or the first meeting in March.

5. **DEVELOPMENT OF PROJECTS AND PRIORITIES:**

Mayor Clark stated she appreciated the department updates and the session will be for the Council to discuss their ideas and said staff is available to answer questions. City Manager Gall reminded the

Council the session was to identify Council priorities and not staff's priorities. The Council members suggested the following.

Mayor Clark suggested:

- Completion of the Community Garden Phase 1. The project was listed under the Resident Well Being goal.
- Recycling in parks and at City owned properties. Public Works Director Craig Shelton provided an update on the project and discussion followed. Council asked if a cost analysis would be done on projects and City Manager Gall stated not here and said it may come back to the Council. He said both of these projects are Metro funded. The project was listed under the Livability goal.
- The Rose Festival Float. Mr. Gall said the Robin Hood Festival Association has agreed to assist with the float this year and suggested that it may not rise to the level of a Council goal.

Council President Harris suggested:

- Boards and Commissions policy to establish a standardized process of appointments and terms for all, including consistency with codification. Also suggested was looking at current boards and determine if they are still needed and establishing new ones. The project was listed under the Resident Well Being goal.

Councilor Robinson suggested:

- Comprehensive Plan Update. Discussion followed regarding the need for additional staffing, public outreach, and a timeline. Council asked regarding this update in comparison to the TSP (Transportation System Plan). Julia Hajduk explained it is more involved and included community outreach and was last done in 1991. She said it could take between 2 to 3 years depending on funding and is usually a 20 year plan. The project was listed under the Livability goal.

Council President Harris suggested:

- Completion of the Police Staffing Study. Assistant City Manager Tom Pessemier said the draft report should be completed the second week in February and would be circulated to him, City Manager Gall, Chief Groth and others. He said the final draft may be presented at the March 15 City Council meeting and this date can be moved if the Council wanted to hold a special meeting. Mr. Gall said the outcome will generate a new conversation. Mayor Clark stated the Council will review and implement the staffing study and then have discussion about how we provide police services. Discussion occurred regarding what the Council might be discussing after receiving the study, such as increased staffing and available funding and or lack of funding and looking at other service options and funding options. The project was listed under the Public Safety goal.

Councilor Kuiper suggested:

- Having a discussion on existing City assets, land resources for the City and URA, looking at Cannery Row and figuring out a plan. Discussion followed regarding the value of City assets and how to best manage them and developing a plan for the future. Looking at what land is developable and sellable. Comments were received about the need to understand design standards in Old Town and development. Julia recapped the work previously done by the City and history on design standards and mentioned challenges with the processes and said this is currently on their work program. The project was listed under the Economic Development goal.

Council discussed parking, structure parking and staff parking in Old Town. Tom Pessemier explained the City has looked at parking but not within the last five years. He said a parking study for old town is on the URA project list and was previously priced at \$125,000 and was a 20 year study. Tom explained what a study would look at. He said the City has been keeping an eye on parking, particularly when purchasing property. He said a study was conducted in 2012 for the old town area and was a study on current parking uses, and was not a study on a 20 year plan. Comments were received regarding parking structures and costs. Comments were received regarding staff having prior discussion on traffic flow patterns in the down town area. Tom explained the discussion is a future project with possibly one-way traffic in the old town area.

Councilor Brouse suggested:

- Investigating becoming a Healthy Eating Active Living (HEAL) City, with the community garden and recycling program fitting into this initiative. She stated grant funding is available. She stated the trail system and recreation is also combined into this. The project was listed under the Resident Well Being goal.

Councilor Kuiper suggested:

- A website or an overarching site with all City recreational and program information. Information would encompass information on the Arts Center, Senior Center and Field house. Discussion followed and the City of West Linn was provided as an example of how they market their programs. An activity guide was suggested as an example. Comprehensive Marketing of Recreation was the suggested project title and it was listed under the Resident Well Being goal.

Council President Harris suggested:

- Discussion on recreation in the City, the YMCA contract, and alternative options to the YMCA. Comments were received about wanting and needing operational cost data and evaluating the following areas: Costs to run the facility, cost to manage, does City manage, does City stay with a YMCA program only. City Manager Gall stated the YMCA agreement dates to 2018, and confirmed staff is to look at the facility the City owns and figure out what it would cost for the City to operate and maintain it. He said this would probably require outside help to get an analysis.

Comments were received regarding completing the police staffing study first and figure out how to pay for that and public safety being a core service the City is obligated to provide. City Council discussion continued with recreation and public safety being competing topics. Comments were received about looking at the topic of recreation similar to the community garden project, in phases. Discussion occurred regarding public works having information on City maintenance cost for City buildings and having an asset replacement program. Public Works Director Craig Sheldon said regarding the YMCA, both the City and YMCA own things within the facility, and the City owns the building and has things we are responsible for.

Comments were received to give more priority than in the past to our senior programs and to consider the upcoming contract with Meals on Wheels. Discussion occurred regarding focusing on senior programming, the Senior Center building and the improvements made to the Senior Center, the age of the building and an upcoming roof replacement. Comments were received regarding senior programming being looked at as part of recreation but being its own category, and marketing the center better. Comments were received regarding the City of West Linn Activity Guide and it was referred to as an example for marketing the center. Comments were received that there are current

programs existing throughout the community. Comments were received regarding having a plan to transport seniors to programs and some senior housing developments already having transportation. City Manager Gall reminded the Council of additional Trimet services in the near future. The project was listed under Resident Well Being.

Council recessed at 9:57 am and reconvened at 10:10 am.

Councilor Robinson suggested:

- Dog Park and educating the public on when it would be open and if it would close during the winter months. City Manager Gall suggested posting information on the City website and commented regarding the discussion and debate during the development of the park of a grass surface or chips. He said the park will remain closed to establish the grass and then reopened. He said there has been discussion to close it during the winter months, but a decision had not been made. He spoke of a second park that could have chips and could be open through the winter months. Discussion occurred regarding having another dog park on the other side of Hwy 99 and if it was feasible for the City's budget. Mr. Gall said the project could be to explore a location for an additional park, north of Hwy 99. The project was listed under the Infrastructure goal.

Public Works Director Craig Sheldon spoke of dog parks having two separate areas with grass and chips and closing down the grassy area during winter months. Discussion occurred regarding the location of Elwert and Kruger Road for a possible dog park location, the future development of the intersection, and the City's purchase of the 20 acres. Tom Pessemier spoke of the development of a round-about at this intersection and the plan to take about 5 acres or more for the project, and having 12-15 acres remaining. Tom said this is a prime location and City Manager Gall stated this is a site the City can explore. The Council discussed Pioneer Park and the City looking at this location when the Snyder dog park was built. Comments were received that this location was another option to explore. The Council discussed the property across from Home Depot near the power lines and were told that the Parks Board was not in favor of this location. Tom said this location was looked at and it would be more of a big open spaced park that was just fenced.

Council President Harris suggested:

- Skate Park. Comments were received regarding the cost during prior years research of this project for phase one being \$375,000 and this being driven by the cost of concrete, and this being phase 1 of a possible 3 phase project. Discussion occurred regarding applying to the State for funding. Comments were received regarding providing skate park elements throughout old town and having a designated location for kids to go and other communities having elements within their towns. Councilor Kuiper stated the project was a priority of the Parks Board, in their top five projects. The project was listed under the Infrastructure goal.

Councilor Kuiper suggested:

- Restroom facilities at the Cannery Plaza and Woodhaven Park, City Manager Gall stated Woodhaven Park was already getting one. Discussion followed regarding a Correctional Department Inmate Program that builds affordable restroom facilities and possibly utilizing this program.
- Revisiting the Parks Master Plan. Community Development Director Julia Hajduk explained the current plan is about 10 years old, and that other City plans were folded into the Comprehensive Plan. She said there have been staff discussions as the update to the Parks Master Plan is budgeted for

this year, and does it makes sense to update the Parks Master Plan now before we update the Comprehensive Plan or do we wait. She commented regarding not wanting to wait two years. She said staff needs to figure out how to move forward.

Councilor Brouse suggested:

- Cascadia Preparedness. She said she is not sure what this project looks like and may not cost as much as some projects, but doing something to prepare and educate people. She suggested maybe having town halls to educate people. Chief Groth stated this is currently on the police department's project list.

Mayor Clark suggested:

- Reestablishing the CERT Program. Chief Groth explained the challenges with the program when it started and concluded that there are many agencies that intentionally don't have programs and said it doesn't fit within what we are trying to accomplish with emergency management for the City. Discussion occurred regarding having a program that in the event of a big earthquake there are people within neighborhoods that are point people. Chief Groth said this component of the CERT Program is what we want, community preparedness and ability to assist their neighbors. He explained the Map Your Neighborhood Project and said this is the component we want to build on. He explained the CERT Program component that we don't want to revisit is to have members of a particular team that start to attain high levels of training that puts the City at a liability risk because they are City volunteers. He said the program we want to have in place is community preparedness.

Councilor Kuiper explained her experience with the prior CERT Program as a trainer and said Unit 1 of the Cert Program is what has been explained as community preparedness and Mapping Your Neighborhood. City Manager Gall concluded the City needs to do more to prepare the community for a disaster. Discussion occurred regarding people not knowing locations of emergency shelters, such as the YMCA, and Sherwood being a gateway community for people coming from the Coast. Comments were received regarding a community program that includes our partners such as the YMCA and the LDS Church and members of LDS wanting to be part of the program. The project was listed under the Public Safety goal.

Councilor Henderson commented that emergency management training is not getting out to the public and how best to accomplish this. She commented regarding in an emergency situation that could occur on a weekday, how many City staff reside outside the City, services provided by the City, the number of school children and people knowing what the school districts plan is. Chief Groth commented regarding current communications with the school district regarding program and planning.

Councilor Robinson suggested:

- Utilizing the City's free public access channel to broadcast information such as the Suicide Prevention Presentation and make it a priority to communicate better and educate the public using this free source. Discussion occurred regarding educating the public on Emergency Preparedness, the available staff and equipment to record content. IT Director Brad Crawford explained having staff available to record, such as City Boards and Commission meetings (Planning Commission and Police Advisory Board, are currently recorded), and his request to the City Manager of needing more content to display on the channel. Chief Groth explained how the Police Advisory Board got to the point of

being recorded. Comments were received regarding recording the upcoming Citizen University and broadcasting those recordings as well as Emergency Preparedness information.

City Manager Gall stated the City has a resource issue and explained the MACC, (Metropolitan Area Cable Commission) organization, which has a cost associated with it. Discussion occurred regarding the potential for an additional channel if the City had more content, tapping into content that already exists, and possibly using the studio equipment of TVFR. Brad provided examples of content that we can and cannot use. City Manager Gall spoke of current governing body meetings, Metro Council and Washington County Board of Commissioners that are not televised in Sherwood. The project was listed under the Livability goal.

Councilor Kuiper suggested:

- More effective communication with the community through either town halls, or going into a community park and having a BBQ, something to allow more accessibility to the Council. Examples provided were; having events, coffee meetings, round tables, small groups with 1-2 council member meetings, and going into neighborhoods. Discussion occurred regarding going to HOA's meetings and this being different from the intent and potential challenges with public attendance. City Manager Gall gave the example of picnics in the park, something the City of Beaverton does, with 3-4 picnics in the summer, with a City hosted picnic. Discussion occurred regarding various locations and neighborhoods to host events. Comments were received that the City has held a similar event, Solstice in the Park, at Snyder Park. Discussion occurred regarding involving the fire department, police department and school district. The example of another Beaverton event was provided that was City hosted, similar to a farmers market, an evening event with beer and wine and music with attending City officials. Discussion occurred regarding having a booth at the Robin Hood Festival and this not being the same as the booth would not draw people in, versus an open social event. National Night Out was provided as an example and the challenge that this event is held on a Tuesday night and needing to change the Council schedule. Chief Groth commented regarding the Council using the National Night Out as a platform to get out into the community and this accomplishing the goal. He said this event is always held on the first Tuesday in August.

Council President Harris suggested:

- Look into communities that have pocket neighborhood design elements and building this into our development plans. Julia Hajduk stated this could be part of the conversation surrounding the Comprehensive Plan, during community outreach and involvement, to see how we want to grow. Discussion occurred regarding Sherwood being a walkable community and people wanting their services closer to their homes. Julia commented as we look at the comprehensive plan, we will address how we want to grow, and there will be goals and strategies that might get translated into development code updates. Council asked if affordable housing could also go into this and Julia confirmed. Discussion occurred regarding other terms to be used, other than affordable housing, such as workforce housing.

Councilor Brouse referred to WRAP services being included into the topic. Wrap services include, early education, workforce development as well as affordable housing. Discussion occurred regarding which City goal this meets. Council discussed different types of available and unavailable housing types, Villebios in Wilsonville was provided as an example. The Council discussed the failed annexation of the Brookman area and what voters don't want, and pocket neighborhoods as an

option. Discussion occurred regarding the Council members going out and looking at different types of housing developments to gather ideas.

Councilor King suggested:

- Looking at HOA (Home Owners Association) regulations as part of development.

Councilor Robinson suggested:

- Moving Code Enforcement to Community Development. City Manager Gall stated he is planning to address this in the upcoming budget. Discussion occurred regarding what the job description of Code Enforcement could be. An example was provided of a Dispute Resolution Program that currently exists in the City of Beaverton. Discussion followed regarding different models of code enforcement. City Manager Gall informed of the Code Services program in Beaverton. He stated he believes the Code Enforcement position needed to be a full time position. Comments were received to have the position be more of an educational, proactive approach rather than a reactionary approach. Discussion occurred regarding dispute resolution programs such as Beaverton's which is led by trained volunteers. Mr. Gall stated Tigard contracts with Beaverton for these services and suggested Sherwood explore a similar program to Beaverton. Comments were received regarding cost and the need for a Sherwood program.

Councilor King commented to his earlier suggestion regarding HOA and said they are created by the state but not regulated, he suggested the City have some controls over HOA's. Discussion occurred regarding not all areas in the City having HOA's and the government should not be regulating. City Attorney Soper stated there are more state regulations than we initially realized and it appears HOA's may not be following the regulations. He said it's possible the homeowners are not aware that regulations are being violated. Discussion occurred regarding the Dispute Resolution Program and examples of disputes.

Councilor Kuiper commented regarding issues with property owns encroaching on City owned property and green spaces, she said this is an educational issue. She asked if this can be part of code enforcement. Discussion continued regarding HOA's and the Council's desire to continue to pursue information regarding the Dispute Resolution Program in Beaverton for a similar program or services in Sherwood if cost is not prohibitive. The project was listed under the Public Safety goal.

Councilor Kuiper suggested:

- She asked regarding a planned project for the City Attorney's office (see exhibit), *Begin to compile City Administrative Rules* and asked if this could include a comparison and contrast to City Council Rules, specifically the City's policy on seeking applicants to City Boards & Commissions and the Council Rules not necessarily following that policy. Mr. Soper said he imagines the Council Rules being a chapter in the City Administrative Rules. He explained having City Code on all ordinances and Council Rules as a document, and a policy of XX is another document. He explained what he envisions the project being and would include what Councilor Kuiper suggested.

Council President Harris suggested:

- Having a more proactive plan on development and actively seeking out the companies we want in Sherwood, actively soliciting and purposely choosing. Comments were received regarding a Vision 20/20 Program in the Metro area where they are starting to develop cut-sheets of different cities. Tom

Pessemier stated it is Greater Portland Inc.(GPI) and Sherwood currently has a profile. She suggested the City could actively market the City, discussion followed. Tom explained the City has an economic opportunity analysis that has certain priorities identified, specifically in tourism. He provided background information on economic development and said we don't have a current focused effort. He said we need to have a conversation regarding commercial and what we want to target. He said part of economic development is, are we talking about business expansion and retention and dealing with your existing spaces or are we talking about growth. He said he is hearing the Council say to focus more on the existing things we have and goals and to be more proactive in doing that. Discussion followed regarding the turn in the economy and the City taking in whomever wanted to come to Sherwood. Tom suggestion having work sessions to establish the City's priorities. City Manager Gall stated the challenge with this are resources. Comments were received regarding the Council members marketing the City with the proper tools and data. Comments were received regarding the City not having incentives to offer, discussion followed with creative incentives provided by other cities, included Gresham and Wilsonville. Discussion followed regarding the Center for the Arts retail space and intentional marketing. The project was listed under the Economic Development goal.

Councilor Henderson suggested:

- An updated Economic Development Plan and having a defined vision that encompasses resident wellbeing, livability, public safety and infrastructure. She said the City doesn't have a vision for a target level of employment, or tax base and this can also be marketed. City Manager Gall stated the community has not gone through a visioning process and we don't have a community vision. He gave examples of other cities that have gone through a process, Tualatin, Beaverton and Hillsboro. He said he sees this project being done in the next 2-3 years, but doesn't know if this can be done as well as the Comprehensive Plan. Julia stated some of the visioning will be done as it will be needed for the Comprehensive Plan update. Comments were received to look at all available land in the City, whether owned by the City or not and look at requested zone changes. Discussion followed and it was determined that this work falls under the Comprehensive Plan.

Councilor Robinson suggested:

- A discussion to be more efficient within ourselves and a possible amendment to Council Rules and potential Charter changes. City Manager Gall stated he did not envision going through Council Rules as a group, and the Council can talk about this at some point. He said Charter amendment proposals can be discussed as well. Mayor Clark suggested discussion on Council Rules as a work session topic and said Council Rules are guidelines and did not want to spend a lot of time on guidelines and said she wants to spend time on conclusion of projects, visioning and working on things to move us forward.

Councilor Kuiper suggested:

- Charter amendments, specifically language regarding 1st and 2nd readings of ordinances and suggested a review of the entire Charter. She stated as a Charter Review Committee member, after the amendments were in effect she realized areas that were missed and places where amendments could have been done better. Councilor Harris asked to review mayoral term language. City Attorney Soper indicted scheduling a work session to review the Charter. The Council indicated it was not necessary to call upon a Charter Review Committee. The project was listed under the Livability goal.

Council President Harris suggested:

- Explore programs and support for mental health in the community. She referred to suicide prevention information and wanted to continue that momentum and talk about what that would look like. She mentioned talking to clergy who would partner with the City to support survivors of suicide, death in general and all types of mental health programs. She mentioned looking at the homelessness in the City, and how that population is growing. She mentioned the share center and possibly the YMCA and churches managing it and feels this is not the right channel for that. She mentioned successful programs in surrounding communities and the State, and said addressing homelessness needed to be a priority in Sherwood. Comments were received regarding part of this topic going under senior services as a lot of mental health and suicide issues are veterans. Comments were received regarding exploring opportunities, the City not providing services and not having funding to do so, services provided by Washington County and having the ability to have a steering process and partnering with State or County services, non-profit groups and churches. Discussion followed and Chief Groth provided information regarding the City currently working with the Mental Health Team and future growth as it is at capacity. He explained growth could potentially mean adding more clinicians which Washington County would need to budget for and adding officers from the County that would partner to form these teams where all agencies in Washington County would have the potential to do that. He informed the Council this is currently in the works at the County and there may be opportunities for Sherwood to be part of the existing resource. Comments were received that there is also the Vision Network, discussion followed. City Manager Gall informed the Council that a representative from Vision Network requested to provide a presentation to the Council. Discussion followed regarding available resources and leveraging them.

Councilor Brouse suggested:

- Through the Police Department goal of strengthening YSAT, developing youth drug prevention programs. Discussion occurred regarding this not necessarily being a new Council goal and which current goal it would fall under. Chief Groth commented that through the staffing study if this was a community desire to have more officers involved in the school, this could be the component to add prevention programs. He explained the potential of forming a 501C, something similar to Tigard's program and needing the resources to do the work. Discussion occurred regarding staffing studies and the outcomes of the studies and realizing the repercussions of such studies and how to fund them, including compensating studies. Tom Pessemier stated a compensation study was overdue and there will be consequences. City Manager Gall commented regarding getting a salary study and it possibly indicating the City is below market and there being a cost to being competitive and having the best staff possible. He commented regarding not doing the studies if we are not willing to fund the outcome. Tom indicated it has been 8-10 years since a study was done. Discussion followed regarding being under and or over market and what the City would do. Discussion followed regarding Washington County MHRT (Mental Health Response Team) and Chief Groth briefly explained the program.

City Manager Gall said nothing listed in the discussion today was too heavy and he would compile a list and try and schedule the work out at least over the next twelve months and said the Council can rearrange the projects. He said some of the projects need to occur prior to the budgeting process and some projects can wait for summer or fall. He said the project list will come back to the Council for approval.

Councilor Kuiper asked about the Citizen University project and comments were received that it did not need to be on the list of projects because it's already in progress.

Councilor Henderson suggested:

- Understanding the consequences of the proposed tax measure that Mr. Middleton will be placing on the ballot, what it means for Sherwood and what it has meant for other communities, and understanding the financial impacts to the City if the measure were to pass. Comments were received that this is not necessarily a Council goal, but is something that would be discussed at the Council level. Discussion followed regarding the Council has scheduled the discussion at their upcoming meeting as the measure is scheduled for the May 2016 ballot. Comments were received regarding the effects of a ballot passage and the work of the City staff in preparing the 2016-17 budget to reflect this. City Manager Gall stated he has heard from citizens that there will be an opposition campaign.

Mayor Clark thanked all who attended the work session and adjourned.

6. ADJOURN:

Mayor Clark adjourned the meeting at 12:20 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Krisanna Clark, Mayor



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
February 2, 2016

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Clark called the meeting to order at 5:37 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Dan King Linda Henderson, Jennifer Kuiper, Sally Robinson, and Renee Brouse.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joe Gall, City Attorney Josh Soper, and Police Chief Jeff Groth.
4. **TOPICS:**
 - A. **Exempt Public Records, ORS 192.660(2)(f).**
5. **ADJOURN**

Mayor Clark adjourned the executive session at 6:01 pm and convened to a work session.

WORK SESSION

1. **CALL TO ORDER:** Mayor Krisanna Clark called the meeting to order at 6:05 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Linda Henderson, Sally Robinson, Dan King, Renee Brouse and Jennifer Kuiper.
3. **STAFF PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Public Works Director Craig Sheldon, Community Services Director Kristen Switzer, Operations Supervisor Rich Sattler, Community Development Director Julia Hajduk, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.
4. **TOPICS:**
 - A. **New Water Rate Projections**

Deb Galardi with Galardi Rothstein Group provided a presentation, Water System Financial Plan Update (see record, Exhibit A). Ms. Galardi provided an overview of the background including Master Planning and Financial Planning. She explained the Master Plan was adopted in May 2015 and it identified 20 year capital improvement needs and included rate and system development charge analysis. She reviewed Revised Rates and System Development Charges which were implemented effective July 1, 2015 and included a 4% rate revenue increase. She explained restructuring of irrigation rates and stated they were equal to block 2 residential rates.

Ms. Galardi explained 10 year Capital Project list. Discussion followed. Public Works Director Craig Sheldon explained the costs of WRWTP (Willamette River Water treatment Plant) \$1,186,133 for upgrades to achieve a maximum of 15 mgd, \$2,419,788 for purchase of 5 mgd intake capacity and \$9,313,453 for WRWTP expansion. He stated these costs are the City's costs. Craig explained \$9,481,599 listed for distribution projects. Discussion followed.

Ms. Galardi explained Capital Improvement Plan Phasing to FY 2024-25. She explained the 2015 Recommended Financial Plan and what has changed in revenues and costs (see page 8 of exhibit). Discussion followed.

Ms. Galardi reviewed and explained the revised revenue increase options, Option 1 and Option 2, (see exhibit, page 9) and the current 2015 plan.

2015 Plan: 4% increase for FY2017, 4% increase for FY2018-2020 and a 5% increase for FY2021-2025.

Option 1 suggesting an annual increase of: 2.6% in FY2017, 2.6% increase in FY2018-2020 and a 4.5% increase in FY2021-2025.

Option 2 suggesting an annual increase of: 0% in FY2017, 3.75% increase in FY2018-2020 and a 4.5% increase in FY2021-2025.

She explained future key rate drivers as continued hot/dry summers, deferral WRWTP expansion and future partner funding. She explained upwards rate drivers as reduction in use for current unbilled accounts, continued slow growth and increased cost of borrowing. She recapped residential utility bill comparisons for neighboring jurisdictions. Discussion followed.

Ms. Galardi summarized the various factors contributing to more positive cash flow in the short-term as water sales of existing and new billed customers, flexibility in short-term revenue increases by taking the full benefit in FY2017 or smoothing over the next four years. She stated the City would continue to monitor and adjust incrementally. Discussion followed.

5. ADJOURN:

Mayor Clark adjourned the work session at 6:44 pm and convened to a regular session.

REGULAR SESSION

1. CALL TO ORDER: Mayor Clark called the meeting to order at 7:02 pm.

2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Linda Henderson, Jennifer Kuiper, Sally Robinson, Renee Brouse and Dan King.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Police Chief Jeff Groth, Police Captain Ty Hanlon, Police Captain Mark Daniel, Community Development Director Julia Hajduk, Public Works Director Craig Sheldon, Community Services Director Kristen Switzer, Library Manager Adrienne Doman Calkins, Administrative Assistant Colleen Resch, and City Recorder Sylvia Murphy.

Mayor Clark addressed the next agenda item.

4. PRESENTATION

A. State of the City Address

Mayor Clark provided a presentation (see record, Exhibit B) and read the following State of the City Address:

Let me start by recognizing my colleagues, your city council - councilors, will please stand for a moment and be recognized. I appreciate all of the hard work and dedication of these fine citizen volunteers and it has been my privilege to work with them this past year. Thank you to staff and council for a great year and to your commitment to the year ahead. I would like to take a moment to recognize all of the elected officials from throughout the region who are with us. Please stand and let's give them a round of applause. Thank you to staff and Council for a great year and to your commitment for the year ahead. It is my great honor, and privilege, to serve as your mayor and I thank you for the opportunity to shout out Sherwood wherever I go. So now, let me give you the State of our City.

I think that the enthusiasm of the intro song is perfect for my talk today, because today I am going to give you a recap of a year that was both invigorating and successful. It was a year where we set great goals for ourselves and achieved results far in excess of what we ever imagined was possible, and I am dedicated to continuing that positive movement forward.

So let's talk about last year - One of the phrases that you have heard me use is - "We are going to get stuff done". And get stuff done we did. What I meant when I said this was that we aren't just going to talk endlessly on about topics, we are going to set goals and to see tangible results from our efforts. Here are a few of the major results from this past year that I am especially proud of as your Mayor.

After nearly a decade from first being envisioned, we opened the Sherwood Center for the Arts last February. This wonderful new addition to Old Town Sherwood has been well-received by the community with many different types of uses in its first year – from performing arts performances to private events such as weddings and charity dinners, to a growing list of arts classes for children and adults.

In March, we upgraded our children's play structure in Stella Olsen Park. I have heard from many parents over the past year that they love the new structure and most importantly, the kids in Sherwood have embraced the upgraded play structure that boasts year round covered play areas for protection from rain and sun alike (even though it is clad in Denver Broncos Blue and Orange colors).

This past fall, we opened our long awaited first dog park in Snyder Park. This is another long-term goal for the City that was first advocated for by former Mayor Bill Middleton. As expected, the park was an instant success with record breaking attendance at the grand opening event! Unfortunately with the record December rains and heavy usage (I know - rain in Oregon- who knew?), the turf at the park got destroyed and a temporary closure is happening. But we will replant the grass this spring and once the turf is reestablished, we will reopen the park. Fear not, I feel great confidence that in the State of Oregon we will be able to grow some grass.

Two of the projects I advocated for last year were our first city sponsored community garden and a bottle recycle program in all of our parks and city buildings. I am pleased to say that we were able to obtain outside funding through a Metro Community Enhancement Grant to pay for both of these great projects. The first phase of the garden project will be completed this spring on an underutilized city property between the Fire Station and Public Works facility. The project is winding its way through the land use approval process with the Planning Commission (yes, even city projects are subject to the same procedures as private development projects). Once approved, the irrigation system improvements will go in and then we will be coordinating a number of community work days where our wonderful volunteers can help build the various raised beds in the garden. I want to support projects that build community and promote the health and welfare of our citizens, and this project fits the bill. Intergenerational interaction through gardening and exposure to healthy produce makes our citizens healthier and our community stronger. I understand that the Sherwood TVFR has already requested two plots to grow produce for their firefighter meals and to share with the Helping Hands food bank.

On the recycling front, we have ordered and received the first recycling bins that will soon be installed at Snyder Park with future bins to arrive soon at high traffic areas such as Hopkins baseball/softball field, Stella Olson and the Field House.

Also this summer in Old Town, a new public parking lot will be constructed by the Urban Renewal Agency adjacent to City Hall. The new paved lot will feature 18 additional parking spaces for the various businesses within our Old Town district. This project is another example of forward thinking and planning.

This year, Councilor Sally Robinson advocated for the removal of the large concrete monuments in downtown. With council support, three intersections in Old Town will be reconstructed along Main Street with the removal of the large concrete monuments at each intersection. These monuments have been controversial since they were originally built in 2005 with many drivers and pedestrians concerned about safety at the intersections. So we are going to finally improve these intersections this year!

Last year we applied for, and received, a WA County Visitors Association grant for \$38,000 for bike safety stations and bike racks and we are currently in the running for a Metro Nature in the Neighborhood grant for \$58,000 for signage along the Cedar Creek Trail. We are looking at outside funding source opportunities to bring great amenities to the City of Sherwood without increasing the tax burden to our citizens.

In the year to come, I will be advocating to do an energy study in our buildings and parks. I was introduced to this concept at the League of Oregon Cities Conference this year and would like to see Sherwood take advantage of the opportunities to provide efficient, cost effective LED lighting in city parks and city buildings. Many other Oregon cities are utilizing companies that provide this service with positive outcomes.

The last project that I want to highlight for the coming year is another long-awaited improvement that had been on the shelf, which is phase two improvements to Woodhaven Park. This popular park will be enhanced with additional off-street parking, permanent restroom facilities, and a basketball court. And don't worry the popular sand pit with Tonka toys will remain as a prominent feature at the neighborhood park.

Another consistent phrase that I stated in my first year as your Mayor was that "We are going to talk about stuff". As a City Council, we are not going to shy away from talking through difficult topics or issues. "Government as Usual" is really not my style. I asked my son once, "Do you know what happens to problems if you ignore them?" He responded hopefully "They go away?" "No" I explained "They grow". Here in Sherwood, we are going to talk about difficult issues and work together to identify solutions to those problems. We are going to continue to look at different ways to provide government services at a reduced cost and/or increased efficiency.

As a very smart political science professor once told me, politics is the management of social conflict, not the resolution of it. So this year we managed social conflict, and we managed it quite well. For example, the Council has been grappling with the various issues related to marijuana regulation in response to Measure 91 being approved in Oregon in 2014. Earlier in the year, we developed new regulations related to where medical marijuana dispensaries can be located in the city. In the upcoming November election, Sherwood citizens will get to vote on whether to ban recreational marijuana businesses within our city limits. If the citizens choose to ban the sale of recreational marijuana in the city, Sherwood will lose all state shared funding that could have been used for increased police patrol and substance abuse education and we will have to provide any additional services that are needed with additional taxation to our citizens. Whether we choose to ban the sale of recreational marijuana in our city or not, it is legal in the state of Oregon and we will need to have a plan as to how we will deal with it moving forward. The choice is yours, our citizens, to make. So be sure to vote this November and let your voice be heard.

Another topic of much discussion and debate this past year was chickens. Boy, oh boy, did we talk about chickens. A big thank you to Council President Jennifer Harris for bringing this long ignored issue forward. We had a healthy debate about the formation of an ordinance to allow residents to raise chickens and reviewed how many of our neighboring cities dealt with this issue. In the end, there was not council support for adding a chicken ordinance in Sherwood, but we had a healthy discussion surrounding this important issue.

Then we talked about water. With our first water rate increase in three years, the topic of our high water rates and the impacts on residents and businesses generated a great deal of discussion this past summer and fall. I discovered an inconvenient truth - when we converted from well water to the Willamette water source, we failed to update our billing system and followed best practices by billing ourselves (city buildings, parks and facilities) and the school district for their use of water. We have notified our affected partners and beginning in the new fiscal year in July, all parties will be paying for their use of water, which will dramatically decrease the previously projected water rate increase to our residents in the future. The projected rate increase before was 4 and 5 percent each year until 2025. Just tonight in a work session with Council, we listened to a presentation of new projections that would be closer to 2.5% over the upcoming four years. This is certainly a step in the right direction. As long as I am fortunate enough to serve as your Mayor, I will continue to push for ways to reduce the need for significant increases in our water rates.

Next month, the results of our Police Staffing Study will be released. This outside independent review of our staffing levels in relation to our low crime rates will certainly contain recommendations that will generate further debate and discussion that may prove to be challenging conversations. I want to reiterate that we will need to be creative and think outside the box when it comes to implementing any recommendations contained in the study. We will be considering all options available to us, including contracting all or part of our police services with Washington County, in order to provide the best service at the lowest cost. Many of our neighbors, such as Wilsonville and Happy Valley have chosen to contract with their county for police services, retaining their city police identity, but expanding officer advancement opportunities and providing the same great service at a lower cost. This is only one of many options available to us, and we will not be afraid to weigh all options before making a decision. That does not equate to “attacking a department”, that is considering all of our options and making a great decision for our citizens.

Another important discussion that will occur this year is planning for the end of the 20 year agreement with the YMCA to operate the Sherwood Recreational Center that is approaching in 2018. Just this past weekend at our City Council retreat, the Council identified the need to complete a feasibility study to determine the viability of the City assuming responsibility of operating our recreational facility in 2019. This is a critical question that needs to be answered before we move forward in any direction regarding the current model. All of council agreed that we want to provide the very best recreational facility to our residents, and the best way to do that is to know all of our options in operation of the facility.

And finally, we are going to talk about the future growth and development of our community. This important discussion will be triggered by our need to update the city’s Comprehensive Plan. Our current plan was approved in 1991 and had a planning time horizon that ended in 2005. Last time I checked, we are now in 2016 and our community deserves an up-to-date Comprehensive Plan to utilize in responding to growth and development pressures in our community.

One of the best aspects of serving as your Mayor this past year has been the opportunity to “Shout out Sherwood”. This is pretty easy to do with all of the positive aspects of this great city. It certainly seems like each week, our city is ranked in various top 10 lists statewide or nationally. Whether it is “the smartest city”, “the safest city”, or “the happiest city”, Sherwood is becoming well-known as a great place to live, work and play. And while this recognition is wonderful in so many ways, it is clear that we have been discovered and many community members are concerned about losing our small-town character.

As your mayor, I continue to remain actively involved with County, Regional, State and National leaders. Sherwood needs to remain at the table in order to position ourselves for outside funding and bring innovative ideas from around the state and nation to improve our city.

One of the more unique and fun ways that we shouted out Sherwood this past year was by our first-ever participation in the Grand Floral Parade in the Rose Festival. Our float, which featured our new Arts Center as its theme, even won first-place in the mini-float category of the parade. Thousands of spectators along the parade route as well as television viewers throughout the West Coast saw a strong Sherwood presence in the parade with our float, the fabulous marching band from Sherwood High School, and the award-winning a cappella group The Mixolydians.

Another important theme that I have stressed this year is the need to “Open the doors to City Hall”. I made a pledge to stop the repeated reappointment process of our board and commissioners and open up the opportunity for all of our citizens to serve. In just this past year alone, we have appointed 23 new citizens to our various advisory boards and commissions. These newcomers have brought fresh perspectives and new ideas to their respective positions and I will continue to seek new people to participate in our local government. In 2016, I will be seeking Council support to create two additional new opportunities for citizens to get involved at City Hall. The first new committee will be a Utility Review Board. This citizen committee will assist the Council and Staff in the various public utilities that we operate, including the water, sanitary and storm water utilities and Sherwood Broadband. The second committee that I am calling to be created is a Youth Advisory Board. I am consistently impressed by the talent and skills of our youth in the Sherwood community and creation of this board will enable the City Council and Staff to better engage with this important segment of our population. These citizens are our future.

And finally, our first ever Citizens Academy will start April 1. I want to thank Councilor Jennifer Kuiper for advocating for and spearheading this effort to create a series of classes for Sherwood citizens to enroll within and learn about the various operations of their city government. I am confident that this academy will be successful in many ways and hope to see it offered again in the future.

Before I conclude, I need to thank all of the people who make it possible for me to do this job. Thank you to all of the neighbors, friends, team parents, church family and family members who help me every day navigate carpools and meeting schedules so that I can serve as your mayor. I couldn't do this without you. I want to give a special thank you to my two children, Alaina and Declan - who I do this with and for. Together we have planted trees at the One Tree for All program, cleaned up garbage at the Trashpolooza and Adopt a Road project and dusted shelves at the Sherwood Library. We have learned that - serving together is growing together - as a family and as a community. Thank you guys for your support and service.

I would like to conclude with one of my favorite quotes from an unknown author “People will forget what you said, people will forget what you did, but people will never forget the way you made them feel.” It is my hope that here, in the City of Sherwood, you feel welcome, valued, appreciated and encouraged. I can't thank you enough for this opportunity to serve as your Mayor. I look forward to the year ahead, and will soon be filing to run in the next election to continue my service as your Mayor. There is so much more work to be done, and it would be my honor to continue, with your support, to move Sherwood positively forward. Thank you.

B. Brief Reception

Mayor Clark recessed the meeting at 7:22 pm to hold a public reception and reconvened at 7:42 pm.

Mayor Clark addressed the next item on the agenda and asked for a motion.

5. APPROVAL OF AGENDA:

MOTION: FROM COUNCIL PRESIDENT HARRIS TO APPROVE THE AGENDA, SECONDED BY COUNCILOR KUIPER. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.

Mayor Clark addressed the next item on the agenda and asked for a motion.

6. CONSENT AGENDA:

- A. Approval of January 19, 2016 City Council Meeting Minutes**
- B. Resolution 2016-001 Authorizing City Manager to extend the current contract with the firm of TKW for Municipal Audit Services**

MOTION: FROM COUNCILOR ROBINSON TO APPROVE THE CONSENT AGENDA, SECONDED BY COUNCILOR KING. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.

Mayor Clark addressed the next item on the agenda.

7. CITIZEN COMMENTS

Jan Hatcher, Sherwood resident approached the Council and provided an update on her housing situation that she discussed at the January 19 City Council meeting. She announced that her lease will be renewed and thanked the Council. She commented on Mayor Clark's speech and said she supports removing the monuments. She commented on the support she received from the citizens of Sherwood.

Gail Cutsforth, Sherwood resident and member of the YMCA Board of Managers came forward and announced the Dine and Dance will be held on February 16 from 6 pm to 10 pm at the Sherwood Arts Center and the funds raised will support a Stronger Community a Stronger Us. She said citizens have asked her for a status on the discussions between the City and the YCMA regarding the contract and said it is her understanding based on the last City Council meeting that Section 33 of the agreement is close to a draft and noted this section only refers to the language regarding groups that may use the facility for meetings. She said she was wondering why they had not heard a directive from the Mayor to the City Manager to resume discussions on the overall contract and just heard in the State of the City address that Mayor Clark is planning for the end of the operating agreement with the YMCA. She said she is not happy and feels it has been a stall tactic to prevent progress on the matter and noted that she stated she hopes the City will take over the facility and run it as a park and recreation district thus kicking the YMCA out of Sherwood. She provided statics from area park and recreation districts and their funding requirements. She stated East Portland Parks and Recreation requires \$2.3 million which is supported by taxes which is 56.51% of all their operations. She stated Matt Dishman Parks and Recreation requires \$2 million, Mt. Scott Parks and Recreation requires \$2.2 million, Southwest Parks and Recreation requires \$1.9 million, North Clackamas Parks and Recreation requires \$734,000 which is 47% of operations, City of Hillsboro Parks and Recreation requires \$652,000, and City of Vancouver Parks and Recreation requires \$3.3 million which is 42% of operations. She said the Sherwood YMCA is a \$2.5 million operation and asked where that money will come from. She noted if Sherwood follows suit with the neighboring cities it will come from additional tax burden on our citizens. She said there does not appear to be a surplus of millions of dollars in the City budget. She commented on making budget cuts and asked where cuts could be made and suggested the schools and noted they now have a water bill to pay and the classes are already overcrowded. She commented on taking funds from the Police Department and referred to the suggestion to outsourcing the department to Washington County and noted they have no interest in this and they pay their police officers more than Sherwood so there would be no cost savings. She referred to the ballot measure that will appears on the May ballot that will require double majority for any new taxes. She asked when was the last time there was a 50% turnout of voters in Sherwood and commented on the voter apathy. She said this is the exact measure that Council voted last August in a 5:2 deciding not to

refer to the voters and now it will be on the ballot. She said Council Robinson is quoted as saying that she is concerned that if the measure is passed it could bankrupt the City. She reminded the Council that she approved the budget last month for the YMCA and they are in the black and their operating expense is \$2.5 million and asked where that money will come from.

Kurt Kristensen, Sherwood resident came forward and referred to benefits of having disagreements. He suggested that the Council consider passing a resolution to send to State Senator Thatcher, State Representative Davis and State Senator Rosenbaum to express concerns that passing SB 1573 or even introducing it out of the Rules Committee would be very scary thing to do. He said a group has put a proposal before State Senator Beyer to draft a law that would take away the ability of cities like Sherwood to put to the voters anytime an annexation proposal is brought before the Council. He said he realizes that Sherwood has had a number of annexation votes over the past 5 years and commented on the dynamics that have come out of it. He asked Council to take a look at SB 1573 and consider tonight or at the next Council meeting to adopt a brief resolution expressing your concerns as a City Council that if this law is passed there will no longer be the ability for Sherwood voters to vote on annexations proposals.

Tony Bevel, Sherwood resident approached the Council and commented on the ordinance passed at the previous meeting regarding letting the citizens vote on retail recreational marijuana on the November ballot. He thanked Councilor Henderson for recommending Netflix documentary "High Profits". He suggested that everyone should watch it. He said the setting is Breckenridge, Colorado and there are concerns with branding and imaging. He commented on the hypocrisy. He noted that the regulations that Sherwood has in place regarding location of the facilities is adequate. He commented on attending the Police dessert and one of the main concerns was marijuana use in youth and said if it is a problem in the schools he asked why it isn't being policed.

Mayor Clark addressed the next item on the agenda and the City Recorder read the public hearing statement.

9. PUBLIC HEARING:

A. Ordinance 2016-005 Amending Title 9 of the Municipal Code relating to public peace, morals and welfare, Chapter 9.52 Prohibiting of Noise; Declaring an Emergency

City Attorney Josh Soper recapped the staff report and said this is a cleanup of some initial issues with the noise ordinance primarily to address what is now Section 9.52.040 which is the General Prohibit section of the ordinance. He stated this is Phase 1 of a two phase process and Phase 2 will address some of the more complex and policy oriented issues. He said Phase 1 is designed to bring the noise ordinance more closely aligned with the League of Oregon Cities (LOC) Model Noise Ordinance and to address the issue with the questionable language that was previously identified in Section 9.52.040. He stated the ordinance classifies first violations as a Class C which is a \$250 fine and subsequent violations as a Class B which is a \$500 fine, which is the same as the current code. He noted the ordinance includes an emergency clause to allow Council to enact the ordinance in a single hearing and requires unanimous approval by all 7 Councilors. He said if there is not unanimous approval the ordinance can be amended to strike the emergency clause and move it to a second hearing. He said the packet includes a track change document and noted it is confusing because there is some movement of language to bring it into the LOC structure. He said the language that is green double strike through means it was cut and the language that is green underlined means it was pasted. He noted there are areas where language was

moved and not shown in green. He referred to the definitions section under Section 9.52.030 the definitions for “day” and “night” appear to be new language but are actually the existing definition just moved from elsewhere. He asked for Council questions.

With no questions from the Council, Mayor Clark opened the public hearing.

Jeff Roberts, Sherwood resident approached the Council and referred to the email he sent to the Council (see record, Exhibit C which also includes emails from Roger Zumwalt, Nina Parker and Claude Campbell). He thanked the Council for their efforts in keeping the peace in his neighborhood. He said there are a few changes he would recommend but encouraged the Council to pass this unanimously and protect the community. He commented on the importance of enforcement of the ordinance after it is passed.

With no further public testimony Mayor Clark closed the public hearing. With no questions from Council, Mayor Clark asked for a motion.

MOTION: FROM COUNCILOR ROBINSON TO READ CAPTION AND ADOPT ORDINANCE 2016-005 AMENDING TITLE 9 OF THE MUNICIPAL CODE RELATING TO PUBLIC PEACE, MORALS AND WELFARE, CHAPTER 9.52 PROHIBITING OF NOISE; DECLARING AN EMERGENCY, SECONDED BY MAYOR CLARK. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.

Mayor Clark addressed the next item on the agenda.

B. Ordinance 2016-006 Amending Title 9 of the Municipal Code relating to public peace, morals and welfare by adding a new Chapter 9.64 relating to targeted residential picketing; Declaring an Emergency

City Attorney Soper stated this ordinance will create a new chapter in the Code and is modeled on the ordinance that was upheld by the U.S. Supreme Court in *Frisby v. Schultz* in 1988. He said he reviewed similar ordinances since then and addressed some possible issues that other courts could raise in the future if this were challenged. He said the ordinance closely tracks an ordinance that was provided by the attorney representing the family that is being subjected to targeting residential picketing in Sherwood. He stated it classifies violations as Class A which is a \$1000 fine and creates a private right of action to allow for individuals who are affected by this type of conduct to take civil action. He said it includes an emergency clause to allow it to take affect after a single hearing if approved unanimously by all 7 Council members.

With no questions from the Council, Mayor Clark opened the public hearing.

Tim Baugus, Sherwood resident came forward and thanked the Council for considering these ordinances and said by taking quick action this will help resolve the harassment that has been going on in his neighborhood. He thanked Mayor Clark, Mr. Gall, Mr. Soper and Police Captain Hanlon for the hours they put into these ordinances and their efforts to protect the safety and the welfare of the community. He said he has lived in Sherwood for 19 years and agreed with Mayor Clark that it is a great place to live. He noted that he appeared before the Council on January 5 and described the attacks against his family and the neighborhood that began in April 2015. He said his testimony is part of the record and reminded the Council that he submitted a petition with over 55 names supporting a nonresidential picketing ordinance.

He encouraged the Council to approve the ordinance and said nonresidential picketing ordinances have been passed in other communities and have been upheld by the U.S. Supreme Court. He referred to Justice Sandra Day O'Connor's decision for the majority in *Frisby v. Schultz* which says the ordinance is valid because of the importance of protecting residential privacy against the devastating effects of targeted picketing on the quiet enjoyment of the home. He said she stressed that even a solitary picket can invade residential privacy and emphasized that there is no right to enforce speech into the home of an unwilling listener. He said Justice O'Connor explained that protecting the wellbeing, tranquility and privacy of the home is of the highest order in a free and civilized society. He stated the ordinances are important and this may be the first time Sherwood has experienced this but it will not be the last. He said the ordinances will provide the police officers with clear direction and tools to handle these protesters.

Trent Baugus, Sherwood resident approached the Council and said his family has been the target of these protests and he urged the Council to pass the legislation to keep Sherwood a safe place to live. He commented on the actions of the protesters and having to wait in police cars or their own car until the protesters leave because they are fearful of their safety. He said the protesters wake the neighbors and scare small children and Sherwood is not the type of place for this of behavior.

Lori Baugus, Sherwood resident came forward and thanked the Council for being expedient. She referred to her public testimony on January 5 where she indicated that the picketing that has occurred at her home has also affected neighbors. She said without a nonresidential picketing ordinance this type of disturbance can occur at any home at any time for any reason. She stated this is not the type of city we want to live in and it is the responsibility of the City to protect the citizen's right to tranquility and privacy in our homes. She noted this ordinance would protect all of Sherwood from unwanted and threatening speech that could be targeted at any home. She encouraged the Council to be the first city in Oregon to lead the way and pass this legislation and be an example to the rest of the state. She referred to the Mayor's State of the City Address where she stated that problems do not go away if they are ignored and she agreed. She referred to comments of being a problem solving Council and said this is evidence of being a problem solving Council and urged Council to approve the legislation.

Shelby Baugus, Sherwood resident approached the Council and testified in favor of the nonresidential picketing ordinance. She commented on the uncertainty of whether there will be protesters at her house and the passing of these ordinances is a step to ensuring that residents can be safe and comfortable in their homes. She thanked the Council for their consideration.

With no further testimony, Mayor Clark closed the public hearing. With no Council questions Mayor Clark asked for a motion.

MOTION: FROM COUNCILOR HENDERSON TO READ CAPTION AND ADOPT ORDINANCE 2016-006, SECONDED BY COUNCILOR KING. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.

Mayor Clark addressed the next item on the agenda.

10. NEW BUSINESS:

A. Initiative Petition ISHE2015-1, Proposed Ballot Measure, "*Charter Amendment requiring voter approval of residential taxes and fees.*"

City Attorney Soper recapped the staff report and provided the Council with additional documents which include a copy of the ballot title, explanatory statement and the measure language itself for this ballot measure (see record, Exhibit D). He stated that this is a ballot measure and the Chief Petitioner is Bill Middleton. He noted it is regarding taxes and fees in the City of Sherwood. He said on January 25, 2016 the City received notice from the County that sufficient signatures have been collected and verified to place this measure on the May 2016 ballot. He said when an initiative has sufficient signatures to be placed on the ballot the City Recorder is required to file the petition with the City Council at the next available meeting. He said generally when you have an initiative like this it is an ordinance and the City Council has the option to adopt the ordinance and it goes into effect immediately and there is no need for an election or to reject it and it would go to an election, or to take no action and it would still go to an election. He said in this case it is a Charter amendment and Council does not have the option of adopting it and it has to go to the voters. He stated Council does have the option of voting to reject it and it would still go to the voters or taking no action and it would still go to the voters. He noted the other issue is that Council does have the option of referring a competing measure to be on the same ballot. He said if Council chooses that option the deadline for having a competing measure finalized, approved and submitted is February 26. He stated that staff would appreciate getting that direction tonight in order to put together a draft Charter amendment.

Mayor Clark clarified that Council does not need to adopt this since it has received the required signatures to be placed on the ballot. Mr. Soper stated the only required action is that it be presented to Council at the next public meeting after the signatures are certified.

Councilor Henderson referred to the ballot summary which states that “this proposed Charter amendment will require a double majority voter approval before the City can impose on residential properties occupied by owners and/or occupants: any new tax, charge or fee; or an increase of more than two percent annually” and clarified that this will apply to fees that are on a residential bill or property tax statement. She clarified that this would not apply to businesses or the School District and would only be on homeowners. Mr. Soper stated that is generally the concept and as the ballot title says there are several terms in the proposed language that are undefined that would have to be defined by enacting an enabling ordinance. He said he needs to be careful at this time about speculating what some of the terms may mean as it could be construed as advocating for or against the measure.

Council President Harris referred to the City utility taxes such as sewer which is Clean Water Services (CWS) and asked how those fees will be affected if this measure is approved. Mr. Soper referred to the three documents (see record, Exhibit D) and said the last page is the actual measure language and that is what would go into the City Charter if approved and that is the most important language. He referred to the explanatory statement and said that is a summary of what the measure would do and will go into the voter’s pamphlet. He said the ballot title is an even shorter summary and will be on the ballot. He noted the ballot title was challenged and a modified ballot title was approved by the Circuit Court and one of the changes was a clarification regarding this issue. He said in the first paragraph under the summary section clarifies that this would not include taxes, fees and charges imposed by other governments such as CWS.

Council President Harris referred to the language “included but not limited to” in the measure language and said she would like to know every fee and tax that would be included. Mr. Soper said the controlling language would be the language before “including but not limited to” which is “any new city-imposed tax, charge or fee and any increase to any City utility tax, charge or fee of more than 2%”.

Councilor Brouse referred to the language which states established by the City Council effective July 1, 2015 and asked what the ramifications of that will be. Mr. Soper said staff is investigating to be certain exactly what the ramifications will be and said at this point it appears there have not been any fees or charges imposed since July 1, 2015.

Councilor Robinson asked if there is legal authority or statute or rule or law that says that the petitioner can go back to July 1. Mr. Soper said he is not aware of any in either direction.

Council President Harris said to get perspective she provided an instance of a catastrophic water event and fees needing to be increased to cover that, the Council can increase fees up to 2% and if the fees need to be higher it will need voter approval. She said any immediate need is going to have to wait until an election. Mr. Soper replied there is no emergency provision in the language as presented. Council President Harris clarified that if such a proposed fee increase is not approved by voters the City would need to find other funding assuming there is an emergency situation.

Councilor Henderson asked how this would affect bond measures. Mr. Soper said that is one of the things he is looking into and will defer and get back to the Council. He noted that there have been other communities with similar ordinances and the issue of bonds has been challenged and he will review those court decisions.

Council President Harris clarified that bonds go before the voters. Mr. Soper said it would be more in terms of existing bonds.

Assistant City Manager Tom Pessemier clarified that there are two different types of bonds. He said general obligation bonds go before the voters but there are bonds that the City takes out for loans on capital improvement projects that do not go before the voters.

Councilor Henderson said she understands that West Linn has Charter language that caps at 5% and asked Mr. Soper about other communities that may have comparable language. Mr. Soper stated that Reedsport had one and it appears that part of it has been repealed and Damascus.

Mr. Soper asked the Council if there is any interest in staff preparing a competing measure.

Council President Harris said that is confusing and asked what if both measures pass. Mr. Soper said if they both pass the one that receives more affirmative votes is approved.

Mayor Clark agreed with Councilor Harris and said that would be argumentative and confusing. She said the voters should be allowed to vote. Staff did not receive instructions to preparing a competing measure.

Mayor Clark addressed the next item on the agenda.

11. CITY MANAGER REPORT:

City Manager Gall reminded the Council of the URA Executive Session following this meeting and due to the time he had nothing to report.

Mayor Clark addressed the next item on the agenda.

12. COUNCIL ANNOUNCEMENTS:

Mayor Clark referred to Gail Cutsforth's earlier comments regarding the YMCA. She said in the State of the City Address she noted there was unanimous Council support that the City look into a recreational facility and how to operate it on our own. She said that does not mean that is what is going to happen it just means that the City is looking into it. She stated the City wants to look at all the options all the time and that does not mean attacking anyone. She announced that she will be attending the Sherwood Police Awards Banquet on Friday and is looking forward to it. She said on February 11-13 she will be attending the Smart Growth Conference in Portland along with Council President Harris, Councilor Kuiper and Councilor Brouse. She said it is fortunate that the conference is in Portland and they are taking the opportunity to invite the Planning Commission Chair and Planning Commissioner Alan Pearson along with members of the staff.

Councilor Kuiper announced the Sherwood High School Mixolydians placed 3rd in a regional competition and received a special award for an arrangement. She said she is looking forward to the Smart Growth Conference.

Councilor Brouse announced that on Saturday the Old Town Rotary will be hosting the Princess Promenade at 6 pm.

Councilor Henderson thanked the citizens who attended the Police Advisory Board open house. She said tomorrow night is the Swinging for Spaghetti event at the Sherwood High School at 7 pm. She thanked Kristen Switzer for attending the CDBG Policy Advisory Committee meeting on Saturday.

Council President Harris thanked staff, fellow Councilors and citizens for their support this past year. She said the year ahead will be equally as challenging and is looking forward to the challenges of 2016. She provided updates for the Library and the Center for the Arts. She commented on the Open Mic Night at the Library and said the next Open Mic Talent Slam is February 20 at 7 pm. She announced that February 7 is the Hands on Artist Trading Card workshop at 2 pm. She said on May 19 the Library will be having a Suicide Prevention workshop for those 18 years and older. She said the Center for the Arts is busy with rentals. She said there will be an Arts Gala on April 2 at the Center for the Arts. She commented on the interest for a movement to get public art in Sherwood.

Councilor Robinson said at the last Planning Commission meeting they began the discussion of recreational marijuana regulation and the Tonquin Employment Area and code cleanup for the industrial area to make it easy for businesses to relocate to Sherwood. She clarified that although the Council has voted to allow the voters to consider banning recreational marijuana facilities the City is simultaneously preparing regulations for recreational marijuana facilities in Sherwood in the event that the ban measure fails. She said there is a Planning Commission meeting next week to further the discussion of amending the Industrial and Development Code to help generate business in the Tonquin Employment Area as the new 124th Street in constructed.

Councilor King said he attended the Police Advisory Committee Dessert and reminded everyone to complete the online survey by February 5.

Mayor Clark addressed the next item on the agenda.

11. ADJOURN:

Mayor Clark adjourned the meeting at 8:45 pm and convened to a URA Board Executive Session.

Attest:

Sylvia Murphy, MMC, City Recorder

Krisanna Clark, Mayor

Council Meeting Date: February 16, 2016

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Kristen Switzer, Community Services Director
Through: Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2016-004, Appointing John Liles to the Sherwood Cultural Arts Commission

ISSUE:

Should the City Council appoint John Liles to the Cultural Arts Commission?

BACKGROUND:

The Cultural Arts Commission currently has three vacancies. Council President Jennifer Harris, the Chair of the Cultural Arts Commission Vicki Poppen, with assistance from staff, are recommending John Liles for appointment.

According to Chapter 2.08.010 of the Sherwood Municipal Code, members of the Cultural Arts Commission shall be appointed by the Mayor with consent of the City Council for a two year term.

RECOMMENDATION:

Staff respectfully recommends adoption of Resolution 2016-004, appointing John Liles to the Cultural Arts Commission.



RESOLUTION 2016-004

APPOINTING JOHN LILES TO THE CULTURAL ARTS COMMISSION

WHEREAS, the Cultural Arts Commission currently has three vacancies; and

WHEREAS, the Council Liaison, Chair of the Cultural Arts Commission, with assistance from staff, are recommending John Liles for appointment; and

WHEREAS, according to Chapter 2.08.010 of the Sherwood Municipal Code, members of the Cultural Arts Commission shall be appointed by the Mayor with consent of the City Council for a two year term.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Mayor is authorized to appoint John Liles to a two year term, ending March 2018.

Section 2: This Resolution is effective upon its approval and adoption.

Duly passed by the City Council this 16th day of February 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Council Meeting Date: February 16, 2016

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Kristen Switzer, Community Services Director
Through: Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2016-005, Appointing liley Thompson to the Sherwood Cultural Arts Commission

ISSUE:

Should the City Council appoint liley Thompson (pronounced “Eye-Lee”) to the Cultural Arts Commission?

BACKGROUND:

The Cultural Arts Commission currently has three vacancies. Council President Jennifer Harris, the Chair of the Cultural Arts Commission Vicki Poppen, with assistance from staff, are recommending liley Thompson for appointment.

According to Chapter 2.08.010 of the Sherwood Municipal Code, members of the Cultural Arts Commission shall be appointed by the Mayor with consent of the City Council for a two year term.

RECOMMENDATION:

Staff respectfully recommends adoption of Resolution 2016-005, appointing liley Thompson to the Cultural Arts Commission.



RESOLUTION 2016-005

APPOINTING ILEY THOMPSON TO THE CULTURAL ARTS COMMISSION

WHEREAS, the Cultural Arts Commission currently has three vacancies; and

WHEREAS, the Council Liaison, Chair of the Cultural Arts Commission, with assistance from staff, are recommending liley Thompson for appointment; and

WHEREAS, according to Chapter 2.08.010 of the Sherwood Municipal Code, members of the Cultural Arts Commission shall be appointed by the Mayor with consent of the City Council for a two year term.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Mayor is authorized to appoint liley Thompson to a two year term, ending March 2018.

Section 2: This Resolution is effective upon its approval and adoption.

Duly passed by the City Council this 16th day of February 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Josh Soper, City Attorney
Through: Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2016-006, Completing the Annual Performance Evaluation of the City Recorder for the City of Sherwood

Issue:

Shall the City Council approve Resolution 2016-006, completing the annual performance evaluation of the City Recorder for the City of Sherwood?

Background:

The City Council met with the City Recorder in Executive Session on January 5, 2016 to conduct the annual performance evaluation of the City Recorder as required under the City Recorder's employment contract. The purpose of this resolution is to complete that evaluation process by summarizing and memorializing the results of the evaluation.

Financial Impacts:

There is no financial impact directly related to adopting this resolution and completing the evaluation process.

Recommendation:

Staff respectfully recommends City Council adoption of Resolution 2016-006, completing the annual performance evaluation of the City Recorder for the City of Sherwood.



RESOLUTION 2016-006

**COMPLETING THE ANNUAL PERFORMANCE EVALUATION OF THE
CITY RECORDER FOR THE CITY OF SHERWOOD**

WHEREAS, the City Council has conducted the annual performance evaluation for the City Recorder for 2015, the results of which are attached as Exhibit A; and

WHEREAS, Council wishes to formally approve the final evaluation form to conclude the evaluation process;

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby approves the final 2015 Performance Evaluation for the City Recorder as contained in the attached Exhibit A.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 16th day of February, 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

EXHIBIT A

CITY OF SHERWOOD 2015 CITY RECORDER EVALUATION COUNCIL NUMERICAL RATING AVERAGES February 16, 2016

Rating Scale (1-5):

- 1: Unsatisfactory
- 2: Improvement Needed
- 3: Meets Expectations
- 4: Above Average
- 5: Exceeds Expectations

CITY RECORDER PROFILE

- | | |
|---|------|
| 1. Exhibits professionalism, integrity, high ethical standards | 4.71 |
| 2. Approachable, positive, motivated self-starter | 4.57 |
| 3. Receptive to new ideas and change, exhibits follow through | 4.33 |
| 4. Takes innovative realistic approach to problem solving, decision making and goal achievement | 4.14 |
| 5. Communicates clearly and effectively verbally and in writing | 4.43 |
| 6. Strives for continued professional growth and development | 4.17 |

PERFORMANCE, SKILLS, KNOWLEDGE, AND RESPONSIBILITIES

- | | |
|---|------|
| 1. Serves as City Elections Official | 4.43 |
| 2. Serves as Custodian of City Records | 4.43 |
| 3. Serves as a member of the City's Senior Management Team | 4.00 |
| 4. Responsible for production of City Council meeting materials, public noticing as required by City and State laws, coordination of professional public meetings | 4.50 |
| 5. Manages Municipal Code, responsible for codification of City Ordinances | 4.29 |
| 6. Strong overall knowledge of City process, City Code and governing policies | 4.71 |
| 7. Supports Council approved policies and programs | 4.43 |
| 8. Reports to Council on a regular basis, accepts directions and instructions | 4.29 |
| 9. Prepares department budget, exercises fiscal responsibility | 4.14 |
| 10. Effectively handles citizens communications, complaints and issues | 4.33 |
| 11. Promotes transparency of City Council and public information | 4.29 |
| 12. Educates public on City processes and policies | 4.17 |
| 13. Promotes positive City image | 4.29 |
| 14. Maintains contact and good working relationship with community groups, other government entities and media representatives | 4.17 |
| 15. Attends all Council meetings unless excused by the Mayor and City Council | 4.57 |
| 16. Administers and enforces adopted legislation | 4.17 |
| 17. Continually strives to create programs that create healthy community relationships | 4.00 |
| 18. Performs all administrative functions for the City Council and other duties as assigned | 4.57 |

OVERALL PERFORMANCE RATING

(an average of the above scores) 4.34

TO: Sherwood City Council

FROM: Craig Christensen PE, Engineering Associate II

Through: Bob Galati PE, City Engineer
Julia Hajduk, Community Development Director
Joseph Gall, ICMA-CM, City Manager

SUBJECT: **Resolution 2016-007 authorizing the City Manager to execute a construction contract for the Columbia Street Regional Stormwater Facility Pipe Mitigation project**

Issue:

Should the City Council authorize the City Manager to execute a construction contract with the lowest responsive bidder from a February 4, 2016 bid opening for the construction of a storm pipe arch beneath a pedestrian path west of SW Cedar Brook Way and north of SW Handley Street at a tributary to Cedar Creek?

Background:

Last year a new storm sewer was bored beneath the Portland and Western Railroad tracks and SW Wildlife Haven Court to alleviate capacity issues with the existing storm culvert. Oregon Department of Fish and Wildlife requirements state that the new undercrossing should have had a natural bottom for fish passage. Since open trenching to install a natural bottom culvert would have been extremely expensive to construct, a waiver to installing a natural bottom culvert was granted. As part of the waiver agreement, the city had to agree to remove a different culvert pipe and replace it with a natural bottom pipe to open up an equivalent length of creek tributary for fish usage as mitigation.

City staff identified the proposed location as the most economically feasible alternative for the required pipe mitigation. This culvert location is beneath an existing city pathway away from streets thereby minimizing vehicular traffic impacts for its replacement.

The City solicited competitive bids from contractors and opened bids on February 4, 2016 to determine the lowest responsive bid. The seven (7) day protest period concluded with no protests. The lowest responsive bidder was Emery & Sons Construction Group with a bid of \$102,830.

City staff expects the work to begin around July 5, 2016 and to be completed by the middle of October, 2016. Construction will be contained to city property. City staff will be providing notification to area residents in advance of the work.

Staff requests that Sherwood City Council pass a resolution authorizing the City Manager to execute a construction contract with the lowest responsive bidder (Emery & Sons Construction Group) in Base Contract Amount of \$102,830 with Construction Contingency of \$20,566 (20%) of the Base Contract Amount.

Financial Impacts:

The construction of the storm improvements has a budgeted Base Contract Amount of \$102,830 with Construction Contingency of \$20,566 (20%) of the Base Contract Amount. Twenty percent contingencies is being used due to uncertainties in soil conditions and potentially conflicting sanitary sewer alignment. Funding for the project was included in the FY15-16 budget.

Recommendation:

Staff respectfully recommends adoption of Resolution 2016-007, authorizing the City Manager to execute a construction contract for the Columbia Street Regional Stormwater Facility Pipe Mitigation Project.



RESOLUTION 2016-007

AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE COLUMBIA STREET REGIONAL STORMWATER FACILITY PIPE MITIGATION PROJECT

WHEREAS, the City in 2015 constructed a pipe bore beneath the Portland and Western railroad tracks that resulted in pipe mitigation being required by Oregon Department of Fish and Wildlife along a tributary of the Cedar Creek corridor; and

WHEREAS, the City completed the design and produced bid documents to solicit contractors using a competitive bidding process meeting the requirements of local and state contracting statutes and rules (ORS 279C, OAR 137-049); and

WHEREAS, the City opened bids on February 4, 2016 and issued the Notice of Intent to Award with the mandatory seven (7) day protest period being completed without protest; and

WHEREAS, the City has budgeted for the construction cost of this mitigation within the FY2015-16 budget; and

WHEREAS, Emery & Sons Construction Group has been identified by city staff as the lowest responsive bidder; and

WHEREAS, City staff recommends City Council to authorize the City Manager to execute a construction contract with the lowest responsive bidder from the February 4, 2016 bid opening (Emery & Sons Construction Group) in a Base Contract Amount of \$102,830 with Construction Contingency of \$20,566 (20%) of the Base Contract Amount.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1: The City Manager is hereby authorized to execute a construction contract with the lowest responsive bidder (Emery & Sons Construction Group) in a Base Contract Amount of \$102,830 with Construction Contingency of \$20,566 (20%) of the Base Contract Amount for the completion of the Columbia Street Regional Stormwater Facility Pipe Mitigation Project.

Section 2: This Resolution shall be in effect upon its approval and adoption.

Duly passed by the City Council this 16th day of February 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Joseph Gall, ICMA-CM, City Manager

Through: N/A

SUBJECT: Resolution 2016-008, appointing the Budget Officer for Fiscal Year 2016-17

Issue:

Shall the City Council appoint the Budget Officer for Fiscal Year 2016-17?

Background:

Oregon budget law requires that a Budget Officer be appointed by City Council. The Budget Officer prepares or supervises preparation of the budget document. In past years, the Finance Director is typically the position that is appointed to serve in this important role. However, the position of Finance Director is currently vacant.

Although the City has hired the consulting firm of Smith-Wager and Brucker to assist on an interim basis during this vacancy period, it would not be judicious to appoint these temporary consultants to serve in the role of Budget Officer. As a result, appointing the City Manager position as Budget Officer is the recommended alternative for this next budget cycle.

Financial Impacts:

There is no direct financial impact in the current fiscal year by approving this proposed resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2016-008, appointing the Budget Officer for Fiscal Year 2016-17.



RESOLUTION 2016-008

APPOINTING THE BUDGET OFFICER FOR FISCAL YEAR 2016-17

WHEREAS, Oregon budget law requires that a Budget Officer be appointed by the City Council for each budget cycle; and

WHEREAS, the Budget Officer is responsible for preparing the proposed budget for presentation to the Budget Committee, publishing required notices, and compliance with budget law; and

WHEREAS, in light of the current vacancy of a permanent Finance Director, Joseph Gall, City Manager will serve in this important role for the next budget cycle.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. Joseph Gall, City Manager is hereby appointed as the Budget Officer.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 16th day of February, 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Brad Kilby, AICP, Planning Manager and Connie Randall Associate Planner
Through: Julia Hajduk, Community Development Director
Joseph Gall, ICMA-CM, City Manager

SUBJECT: **Resolution 2016-009, accepting the Sherwood West preliminary concept plan as a foundational tool on which to base future Urban Growth Boundary expansion discussions and future refinement plans**

Issue:

Should the City Council accept the Sherwood West Preliminary Concept Plan as a foundational tool on which to base future Urban Growth Boundary Requests and future refinement plans?

Background:

The Sherwood West Preliminary Concept Plan is a snapshot of 1,291 acres north and west of the current City limits. Funded by a Metro grant, the plan is the culmination of a 14-month planning process involving residents and property owners within the City and study area, community service providers, and City staff.

The project team and the community members explored opportunities and constraints and then balanced those with region-wide objectives to responsibly grow in an orderly and efficient manner. The primary purpose of the plan is to create a viable framework for future discussions related to the growth of Sherwood.

The final plan is derived from three distinct alternatives that were reviewed, evaluated, and revised based on public comments. The plan was developed through an extensive public process and includes discussions on existing conditions, capital improvements, phasing, costs, governance, and goals and objectives that were developed along the way.

The final preliminary concept plan includes:

- A discussion of the History and Pattern of Growth within Sherwood
- An overview of the study area including existing conditions, land use, transportation, and environmental and natural resources
- A preliminary concept plan identifying potential locations for future improvements that would facilitate the expansion of the City of Sherwood into the area (i.e. streets, schools, parks, land uses etc.)
- A phasing and funding strategy discussing needed urban improvements, their costs, and potential funding mechanisms, and
- A discussion of recommendations and next steps to frame policy discussions when considering future expansions into the area.

The Planning Commission held a public hearing on January 12, 2016 and voted to forward a recommendation to the City Council to accept the preliminary concept plan with a few grammatical corrections and clarification that the preferred alternative includes two potential solutions to

improve the intersection of SW Elwert and SW Edy roads. These corrections and changes are reflected in the document provided to Council.

Attached to this report as Exhibit A, is testimony received from John Rankin, a local land use attorney, on behalf of four property owners in the study area that own approximately 15% or 177 acres of land area within Sherwood West. Mr. Rankin's testimony includes a letter dated December 8, 2015, a letter dated January 12, 2016, a letter dated February 9, 2016 and a map for your consideration at the February 16, 2016 Public Hearing. The Planning Commission considered the prior testimony and made changes based on the earlier letters.

Financial Impacts:

Metro provided \$221,139 for consultants and staff time to complete the plan and the City provided a match of \$24,570.

Recommendation:

Staff respectfully recommends that the City Council hold a public hearing and approve Resolution 2016-009, accepting the Sherwood West preliminary concept plan as a foundational tool on which to base future Urban Growth Boundary expansion discussions and future refinement plans

Attachments:

Exhibit A – Testimony received from John Rankin in an e-mail to the City Council dated February 9, 2016.

JOHN A. RANKIN, LLC.
Attorney/Consultant
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Lake Oswego, Oregon 97035-8661
Direct/Text 503-329-9292
(503) 625-9710 / Fax (971)
email: john@johnrankin.com

December 8, 2015

VIA EMAIL ONLY

Sherwood Planning Commission
Chair Jean Simson
Vice Chair Russell Griffin
Rob Rettig
Chris Flores
Michael Meyer
Alan Peterson
Lisa Walker
Sally Robinson, Councilor
Brad Kilby, Planning Manager
City of Sherwood
22560 SW Pine Street
Sherwood, OR 97140
PlanningCommission@sherwoodoregon.gov
kilbyb@sherwoodoregon.gov
randallc@sherwoodoregon.gov

Re: Written Testimony – Sherwood West – North and West District Areas

Dear Chair Simson and Commissioners and Brad and Connie:

Please accept this letter and our attached November 17, 2015 letter and map exhibit as our official written testimony for your December 8, 2015 Work Session, and then for placement in the agenda packets for your January 2016 Public Hearing, and then for placement in the agenda packets for the City Council review and approval.

We respectfully submit this testimony on behalf of our clients, Nancy Perkins and Kevin Sabbe, Trustees of the two Sabbe Family Trusts (owners of approximately 83.78 acres), Bob Schlichting, Trustee of the two Schlichting Family Trusts (owners of approximately 36.26 acres), and the Wetzel Family (owners of approximately 0.46 acres), all located in the North District, as well as the Vera Mandel Trust (owner of approximately 57 acres) located in the West District.

The Sabbe/Schlichting/Wetzel properties contain a total of approximately 120.50 acres of land located in the “North Area” of the Sherwood West Preliminary Concept Planning Area, and collectively

represent over 60% of the developable lands in the North District east of Elwert Road, and approximately 10% of the total land located within the Sherwood West Concept Planning Area.

When the Mandel Trust property is included, we represent approximately 15% of total land located with the Planning Area.

ALTERNATIVES TO TWO IMPORTANT CONCEPT PLAN ISSUES

On behalf of our clients, we want to sincerely thank Brad Kilby and City Staff and City Consultants as well as the TAC and CAC for their good work on the draft Concept Plan and for listening to the community and property owners, including our clients' concerns and alternatives.

Most importantly, we want to make certain that as the Concept Plan map and documents are approved by the City and forwarded to and ultimately acknowledged by Metro Council that the following alternatives proposed by the Sabbe, Schlichting, Wetzel and Mandel families to address their main concerns continue to be objectively analyzed and included in their entirety in the Concept Plan:

1. EDY/ELWERT ROAD INTERSECTION:

The original Preferred Hybrid Concept Plan Map showed a complete redesign of the existing Elwert/Edy intersection which would require moving the intersection hundreds of feet to the west along Edy Road and require two new bridged creek and natural resource area crossings, which will be more expensive and more adversely impactful to existing Chicken Creek habitat, more difficult to finance and build, and more adversely impactful to school traffic to and from the two existing schools on Copper Terrace and more frustrating to existing commuter traffic by increasing the distance between the only two arterial transportation corridors (Elwert and Roy Rogers) which cross Chicken Creek - than other alternatives we have discussed with City staff and CAC and TAC.

These other alternatives include: Raising the grade at the existing intersection and either 1) Constructing a single lane roundabout offset somewhat onto the upland properties to the northeast and away from Chicken Creek to minimize additional wetland and natural resource impacts; or 2) Signalizing the existing intersection and constructing turn lanes configured so as to minimize additional wetland and natural resource impacts and to move commuter traffic quickly but efficiently through the intersection.

A key component of either of these proposed alternatives would be to physically and legally restrict truck traffic accessing Pacific Highway to the Scholls-Sherwood and Roy Rogers Roads only, which was one of the main reasons given for the bridged option, thereby eliminating the need for the expensive infrastructural and disruption of that bridge option.

At a minimum, we request that the City include mapping and language in the Concept Plan recommended to City Council which shows and mentions the other alternatives of keeping and improving the existing Elwert/Edy intersection alignment in a manner that is at least on par with the original bridged alternative, and we request that all possible alternatives be comprehensively and objectively analyzed by the City, County and ODOT and others before conclusions are made, and that all findings be published for review and analysis and comment by the Community and all interested property owners.

2. PROPOSED PHASING ANALYSIS:

Section VII and the Figure 7 map on page 42 of the November 13th version of the Draft Preliminary Concept Plan addresses Phasing of development in the Planning Area using a numbering

system (see also the Facility Phasing Map in Appendix 7 which uses a lettering system). We have provided significant findings in our November 17th letter and mapping (attached) that the City's proposed Phasing and analysis is flawed.

And, according to testimony by Carrie Pak of CWS at the last TAC meeting, the City's phasing analysis includes at least one significant error in that Phase 1 (West District) "requires a temporary sanitary sewer pump station" (Figure 7 and text). Carrie essentially stated at that meeting that CWS will not allow a temporary pump station to be constructed (they are expensive \$500,000, only serve a short term purpose and then have to be removed), but stated that CWS consistently prefers to invest in upgrading and improving the existing permanent facilities, and she mentioned the main Cedar Creek Sewer Trunk line and the main Sherwood Pump Station near the Tualatin River National Wildlife Refuge where CWS' funds should be used.

When CWS performs that upgrading (which will be required capital improvements for any future Sherwood UGB expansion), then the North District of Sherwood West, including primarily the Sabbe/Schlichting/Wetzel properties, should immediately be considered and designated as the first Phase of any annexation and development efforts by the City.

All other Sherwood West Planning Areas are either primarily dependent on the extension of a new CWS Chicken Creek sanitary sewer trunk line or the extension of City sewer mains through Brookman and under Highway 99W, except a portion of the Mandel property which can be served by extending the existing 15" gravity sewer main through the other Mandel family property located east of Elwert inside the City which should be developed in 2016.

Then, after our testimony at the last CAC meeting, thanks to a recommendation by a CAC member, the phase numbering system was recommended to be changed to a lettering system, which is helpful, but all this means is that the Concept Plan should be amended to either remove entirely as premature any map and language showing future phasing, or that the Phase map and language be amended to reflect our testimony and that of Carrie Pak as well as that the phases be lettered and language be included to again provide for a future comprehensive and objective analysis of all issues and alternatives.

As you all well know, the key elements of any urbanizable area, including Sherwood West, require accurate and careful feasibility analysis of the availability, capacity and cost of providing public facilities and services (public water, sewer, street and storm as well as schools and parks, etc.) as well as the impacts on all aspects of the natural environment and resources.

CONCLUSION:

At a minimum, we respectfully request that the City include the following amendments to the mapping and narrative language of the Preliminary Sherwood West Concept Plan:

1. In the "SW Edy/SW Elwert Road Intersection Pros and Cons" section on page 38, and in Appendix 7 text, modify conclusionary statements about which option is best and add language which expressly states that:
 - a. The two preferred options and the conclusions reached in the Concept Plan are very preliminary and conceptual only.
 - b. All possible alternatives will be comprehensively and objectively analyzed by the City, County and ODOT and other interested parties.
 - c. Significant additional feasibility analysis with mutual sharing and public discussion of other possible options and the publication of all detailed feasibility work will be required

before the City makes any final decision of which option or options may be best.

2. Amend Figure 7 map on page 42 to show Area 3, Option B text in the same bold font as Option A, in recognition that the Edy/Elwert analysis is not complete yet and no formal official decision has been made that one option is overall better than the other or than another unstated option.
3. In the Section VII, *Sherwood West Phasing and Funding Strategy*, add language which expressly states:
 - a. The Phasing Strategy and conclusions made here are very preliminary and conceptual only, and are expected to be amended based on future funding and timing issues and development options and opportunities.

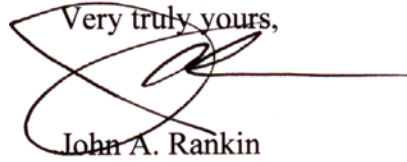
Then, in recognition of Carrie Pak's public statements of long time CWS policy relative to no temporary pump stations and first priority to upgrade and improve and extend existing permanent facilities and based on the findings contained in our November 17th written testimony letter attached, which all reasonable supports the conclusion that the portion of the North District east of Elwert Road should now be described and designated as in the first Phase of funding and development:

4. Amend the Exhibit 1 Map in Appendix 5 as follows:
 - a. In the title of Exhibit 1 – add an “s” to “stage” and
 - b. Place the same sized large orange circle over the North District properties east of Elwert Road, including the Sabbe/Schlicting/Wetzel properties,
5. Amend the text of Section VII, including the notations on the Figure 7 map, by:
 - a. Deleting all references to “temporary pump station” and its costs – it is not now an option.
 - b. Describing and designating all of the North District east of Elwert Road as the first Phase of any future funding and development, and
 - c. Amending all projections and preliminary phasing conclusions on page 43 to reflect this new phasing.
 - d. Designating the Phases on the map as letters not numbers, as recommended by CAC.
6. Amend Appendix 7 Facility Phasing Map by:
 - a. Designating all of the North District east of Elwert Road as the first Phase of any future funding and development and adjust the other areas accordingly.

Additional related comment: We believe that the City's consultant ECONorthwest's statement regarding the constraint of smart growth caused by voter annexation is correct (page 2 of Appendix 5 of the Plan). Because the City has a current documented shortage of additional developable land for housing, and as that need intensifies over time for the City, particularly with voter denial again of the Brookman Road annexation, we would like to encourage the City and City Council to consider the recent action taken the City of Scappoose in this last election which actually reversed its prior voter approved annexation process.

Again, we commend you all and the City of Sherwood and its capable staff and consultants on their hard work in creating, preparing and facilitating this very important Sherwood West Preliminary Concept Plan and for your time and energy in helping guide the future growth of this great “small town”.

If you have any questions or need additional information, please call or email me. Thank you for the opportunity to present this written testimony and we look forward to continuing to work with you to create a livable and buildable Sherwood West future expansion to the City.

Very truly yours,

John A. Rankin

JAR/bhs

Enc: Exhibit A - Existing Conditions Map

Pc: Clients

Julia Hajduk - hajdukj@sherwoodoregon.gov

Bob Galati, City Engineer - galatib@sherwoodoregon.gov

Craig Sheldon, Public Works Director - sheldonc@sherwoodoregon.gov

Michelle Miller, Senior Planner - millerm@sherwoodoregon.gov

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January 12, 2016

VIA EMAIL ONLY

Sherwood Planning Commission
Chair Jean Simson
Vice Chair Russell Griffin
Rob Rettig
Chris Flores
Michael Meyer
Alan Peterson
Lisa Walker
Sally Robinson, Councilor
Brad Kilby, Planning Manager
City of Sherwood
22560 SW Pine Street
Sherwood, OR 97140
PlanningCommission@sherwoodoregon.gov
kilbyb@sherwoodoregon.gov
randallc@sherwoodoregon.gov

Re: Additional Updated Written Testimony – Sherwood West – North and West District Areas

Dear Chair Simson and Commissioners and Brad and Connie:

Please accept this letter and our attached December 8, 2015 letter and map exhibit as our official written testimony for your January 12, 2016 Public Hearing, and for your recommendation for the January 2016 City Council review and acceptance.

Again, we respectfully submit this testimony on behalf of our clients, Nancy Perkins and Kevin Sabbe, Trustees of the two Sabbe Family Trusts (owners of approximately 83.78 acres), Bob Schlichting, Trustee of the two Schlichting Family Trusts (owners of approximately 36.26 acres), and the Wetzel Family (owners of approximately 0.46 acres), all located in the North District, as well as the Vera Mandel Trust (owner of approximately 57 acres) located in the West District, all of which represents approximately 177 acres or 15% of total land located with the Planning Area.

In our last letter dated December 8, 2015, we requested a number of amendments to the November 13, 2015 version of the Preliminary Concept (see attached letter). In response, the City

has in its December 8, 2015 version thankfully made some of our requested amendments – specifically:

1. By adding mapping and some text language that places our requested alternative of generally keeping the existing alignment of the Edy/Elwert intersection more “on par” with the City’s “two-bridge” original alternative. Thank you.

But this current version of the Plan (on page ii of the Executive Summary, on page 36, 37 and 39 of the Plan, and in Appendix VIII “Transportation Options Alternative Analysis Report”) still includes various conclusionary statements that the “two-bridge” alternative is “the least costly financially and to the environment”.

Please note that none of these conclusionary statements are supported by factual findings or published studies and thus none have been properly reviewed, vetted and commented on by the community and interested parties.

Furthermore, to substantially realign the Elwert and Edy intersection under the “two-bridge” alternative will:

- a. Require two additional Chicken Creek natural resource and steep slope crossings in addition to the removal of the single existing culverts/existing natural resource crossing.
 - b. Be more frustrating to existing commuter traffic by actually adding approximately an additional ½ mile to the already long distance between Elwert and the only other Sherwood Area Chicken Creek north-south crossing – Roy Rogers Road.
 - c. Create approximately 1-1/2 miles of additional new Sunset Boulevard-type major collector improvements with limited local-street access across primarily one property owned by the Mandel Family Trust including two new bridges - all at considerable cost to the City and County, in contrast to creating the same major collector improvement along the existing Elwert and Eddy Roads particularly with some creative engineering and configuration.
 - d. Not encourage appropriate phasing of development.
 - e. Not discourage truck and freight traffic any more than using the using existing alignment, unless the City legally and physically constrains such traffic at the north and south end of Elwert, which would be equally effective with either alternative alignment.
 - f. Be intuitively more expensive and more adversely impactful to existing Chicken Creek habitat.
 - g. Be more difficult to finance and build. And
 - h. Be more adversely impactful to future school traffic to and from the two existing schools on Copper Terrace.
2. By amending the mapping and some of the text language of the Proposed Phasing Analysis by changing to a lettering system and softening the hard lines between proposed Phases. Thank you.

But this current version of the Plan (on pages 42 and 43 of the Plan) still includes references to the specific future infrastructure improvements that appear to support some of the Phases which have proven historically to be not likely to be constructed (i.e. “temporary pump station” (page 43), even with clear policy from Clean Water Services against such temporary pump stations and clear statements from Carrie Pak of CWS that CWS will invest in upgrading the Sherwood Trunk line and main Sherwood Pump

Station before considering a temporary pump station.

Furthermore, with the continuing voter denials for any annexation of the Brockman Area, the most viable and likely first phasing of development in the Sherwood West Planning Area should begin with the:

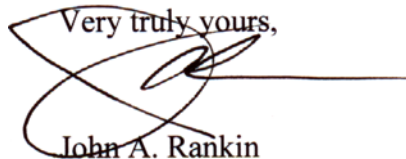
1. North District with its close proximity to an existing 10-inch City water main and its southerly border being adjacent to Chicken Creek and its southeasterly border being easily served by the existing main Sherwood Trunk line within short distance from the existing main Sherwood Pump to the east.
2. And that portion of the West District that can easily be served by extending the existing 15" sewer main and 10" water main from Copper Terrace to the east.

We respectfully request that the conclusionary statements which are not supported by any public findings or studies regarding the relative impacts financially or environmentally of the two Elwert/Edy Road options be deleted from the Plan until additional studies can be made public, and that Phasing analysis be amended to remove reference to a temporary pump station and the North and portion of West Districts be shown as Phase A.

We also request that all possible alternatives be comprehensively and objectively analyzed by the City, County and ODOT and others before any conclusions are made or formal Title 11 Concept Plan be adopted, and that all findings be published for review and analysis and comment by the Community and all interested property owners.

Again, on behalf of our clients, we want to sincerely thank Brad Kilby and City Staff and City Consultants as well as the TAC and CAC for their good work on the draft Concept Plan and for listening to the community and property owners, including our clients' concerns and alternatives.

If you have any questions or need additional information, please call or email me. Thank you for the opportunity to present this written testimony and we look forward to continuing to work with you to create a livable and buildable Sherwood West future expansion to the City.

Very truly yours,

John A. Rankin

JAR/bhs

Enc: Exhibit A - Existing Conditions Map
December 8, 2015 Letter Testimony

Pc: Clients

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February 9, 2016

VIA EMAIL ONLY

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Council President Jennifer Harris
Linda Henderson, Councilor
Dan King, Councilor
Sally Robinson, Councilor
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kilbyb@sherwoodoregon.gov
randallc@sherwoodoregon.gov

**Re: Final Updated Written Testimony – City Council
Sherwood West - North and West District Areas**

Dear Mayor Clark and Councilors and Brad and Connie:

Please accept this letter and our attached December 8, 2015 and January 12, 2016 letter and map exhibit as our official written testimony for your February 16, 2016 Public Hearing, and for your review and acceptance and acknowledgement.

Again, we respectfully submit this testimony on behalf of our clients, Nancy Perkins and Kevin Sabbe, Trustees of the two Sabbe Family Trusts (owners of approximately 83.78 acres), Bob Schlichting, Trustee of the two Schlichting Family Trusts (owners of approximately 36.26 acres), and the Wetzell Family (owners of approximately 0.46 acres), all located in the North District, as well as the Vera Mandel Trust (owner of approximately 57 acres) located in the West District, all of which represents approximately 177 acres or 15% of total land located with the Planning Area.

In our last letters dated December 8, 2015 and January 12, 2016 and our participation in the CAC process, we requested a number of amendments to the Preliminary Concept Plan (“Plan”) (see attached letters). In response, the City staff and Planning Commission has thankfully made some of our requested amendments – specifically:

1. By the Planning Commission confirming our requested alternative of generally keeping and improving the existing alignment of the Edy/Elwert intersection will be treated as one of the two “transportation alternatives” along with the City’s “two-bridge” original proposed plan. The PC also agreed with City Engineer Bob Galati that the Plan should show both options are equally “viable” and “valid” (Bob’s words at the PC hearing) and the PC recommended that the Plan be amended accordingly and forwarded to City Council. “The Preferred Alternative Concept Plan with two transportation alternatives”. Thank you!
2. By the Planning Commission confirming our request that all of the background detailed calculations prepared by Bob Galati for the “two bridge” alternative be made public and added to Appendix 8 of the Plan. Bob kindly agreed and the PC recommended that the Plan Appendices be amended accordingly and forwarded to City Council. Thank you!

We respectfully continue to request that any and all conclusionary statements which are not supported by any public findings or studies regarding the relative impacts financially or environmentally of the two Elwert/Edy Road options be deleted from the Plan until all additional future studies can be made public.

We request that the Phasing analysis on pages 40-44 (which we believe is not accurate) be amended to remove the reference to a temporary pump station from the West District analysis (which is a main basis for it being designated as “A”) because Clean Water Services has publicly stated they would first fund upgrading the Sherwood Trunk line and main Pump Station before funding a temporary pump station.

We request that a third Phasing alternative be included in the Plan which shows the North and portion of West Districts shown as Phase A, in the potential and possibly likely event that Sherwood School District needs to purchase the school site in the North District and the Sherwood Community determines a need for additional recreational and sports facilities which are also to be located first in the North District. Brad Kilby mentioned the possibility of this scenario changing the Phasing which supports the inclusion of a third such alternative.

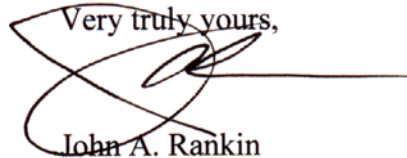
We also request that all possible alternatives continue to be comprehensively and objectively analyzed by the City, County and ODOT and others before any conclusions are made or formal Title 11 Concept Plan be adopted, and that all findings be published for review and analysis and comment by the Community and all interested property owners.

Finally, as we stated in our original letter, we believe that the City’s consultant ECONorthwest’s statement regarding the constraint of smart growth caused by voter annexation is correct (page 2 of Appendix 5 of the Plan). Because the City has a current documented shortage of additional developable land for housing, and as that need intensifies over time for the City, particularly with voter denial again of the Brookman Road annexation, we would like to encourage the City and City Council to consider the recent action taken the City of Scappoose in this last election which actually reversed its prior voter approved annexation process.

Again, on behalf of our clients, we want to sincerely thank Brad Kilby and City Staff and City Consultants as well as the TAC and CAC for their good work on the draft Concept Plan and for listening to the community and property owners, including our clients’ concerns and alternatives.

Thanks also to the Planning Commission and to you all (Mayor Clark and City Council) for your support of this important concept planning process to be prepared and be ahead of the curve for the next round of possible Metro UGB expansion decisions.

If you have any questions or need additional information, please call or email me. Thank you for the opportunity to present this written testimony and we look forward to continuing to work with you to create a livable and buildable Sherwood West future expansion to the City.

Very truly yours,

John A. Rankin

JAR/bhs

Enc: Exhibit A - Existing Conditions Map
December 8, 2015 Letter Testimony
January 12, 2016 Letter Testimony

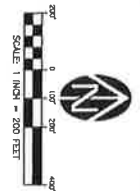
Pc: Clients

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Bob Galati, City Engineer - galatib@sherwoodoregon.gov

Craig Sheldon, Public Works Director - sheldonc@sherwoodoregon.gov

Michelle Miller, Senior Planner - millerm@sherwoodoregon.gov



UTILITY STATEMENT
 THE SUBSEQUENT UTILITIES SHOWN HAVE BEEN VISUALLY LOCATED BY FIELD SURVEYING. CERTAIN ABOVE GROUND WATER AND GROUND WATER UTILITIES HAVE NOT BEEN VISUALLY LOCATED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN ARE ACCURATE. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE UTILITIES SHOWN AND HAS NOTED ANY APPROPRIATE LIMITATIONS TO THE ACCURACY OF THE UTILITIES SHOWN. THE UTILITIES SHOWN ARE BASED ON RECORDS OF THE UTILITIES COMPANIES AND THE SURVEYOR HAS NOT VISUALLY LOCATED THE UNDERGROUND UTILITIES.



| REVISIONS | | |
|-----------|------|-------------|
| NO. | DATE | DESCRIPTION |
| | | |
| | | |

EXHIBIT A – EXISTING CONDITIONS
NORTH AREA – SHERWOOD WEST
 SABBE TRUSTS, SCHLICHTING TRUSTS, WETZEL FAMILY
 Sec. 19, Twp. 2 So., Rge. 1 W.
 Washington County

WESTLAKE
 CONSULTANTS INC.
 ENGINEERING • SURVEYING • PLANNING
 PACIFIC CORPORATE CENTER
 16116 S.W. BIRDSONA PARKWAY, SUITE 100 (803) 884-0852
 TRIAM, OREGON 97136 FAX (503) 884-0167



RESOLUTION 2016-009

ACCEPTING THE SHERWOOD WEST PRELIMINARY CONCEPT PLAN AS A FOUNDATIONAL TOOL ON WHICH TO BASE FUTURE URBAN GROWTH BOUNDARY EXPANSION DISCUSSIONS AND FUTURE REFINEMENT PLANS

WHEREAS, Metro established a Construction Excise Tax (CET) which imposes an excise tax throughout the Metro region to help fund regional and local planning necessary to make land ready for development after inclusion into the Urban Growth Boundary (UGB); and

WHEREAS, the City of Sherwood applied for a Community Planning and Development Grant from Metro to prepare a concept plan for approximately 1,291 acres in Urban Reserve Area 5B; and

WHEREAS, Metro awarded the City of Sherwood the requested grant in the amount of \$221,139; and

WHEREAS, in July of 2014, the City of Sherwood and Metro entered into an Intergovernmental Agreement (IGA) with Metro to complete the preliminary concept plan; and

WHEREAS, in 2014, the City Council appointed two committees to study the area within the designated concept plan that included:

- Community Advisory Committee (CAC) comprised of citizens and property owners that live both in the City and in the study area, and
- Technical Advisory Committee (TAC) comprised of agency representatives with technical expertise in their area of interest; and

WHEREAS, the consultants, city staff, the CAC, and the TAC sought and considered extensive public input through several public engagement opportunities over the course of the 14-month study including:

A Project Website

E-Newsletter Subscription & Social Media

Project Video

Property Owner Meetings (*March-April*)

Community Workshop (*May*)

Community Survey – Vision and Values (*May-June*)

Ice Cream Social & Open House *June 2015*

Community Survey – Draft Alternatives (*July-August*)

Music on the Green (*July-August*)

Movies in the Park (*August*)

**Sherwood Charter School
Sherwood Rotary
Chamber of Commerce
Community Survey – Final Preferred Alternative (October)
Community Open House (October); and**

WHEREAS, over the course of the project, the CAC and TAC reviewed technical information, considered input from the general public, shaped the development of a preliminary concept plan and made a recommendation to the Planning Commission to accept the preliminary concept plan; and

WHEREAS, at their meeting on November 19, 2015, the CAC recommended that the Planning Commission and City Council accept the preliminary concept plan; and

WHEREAS, at their meeting on January 12, 2016, the Planning Commission conducted a public hearing, considered the public testimony, considered the CAC and TAC recommendations for the final preliminary concept plan, and recommended that the City Council accept the preliminary concept plan as a foundational tool for future UGB discussions and subsequent refinement plans within the area; and

WHEREAS, The Sherwood West Preliminary Concept Plan is attached as Exhibit 1.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. Based on the staff report to the City Council dated February 16, 2016, the CAC and Planning Commission recommendations to accept the plan, and the subsequent public testimony provided at the Council hearing on February 16, 2016, the City Council hereby accepts the Sherwood West Preliminary Concept Plan as a foundational tool on which to base future planning decisions for future UGB expansion discussions and refinement plans within the area.

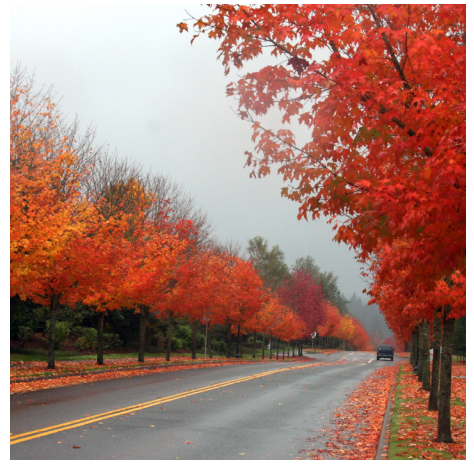
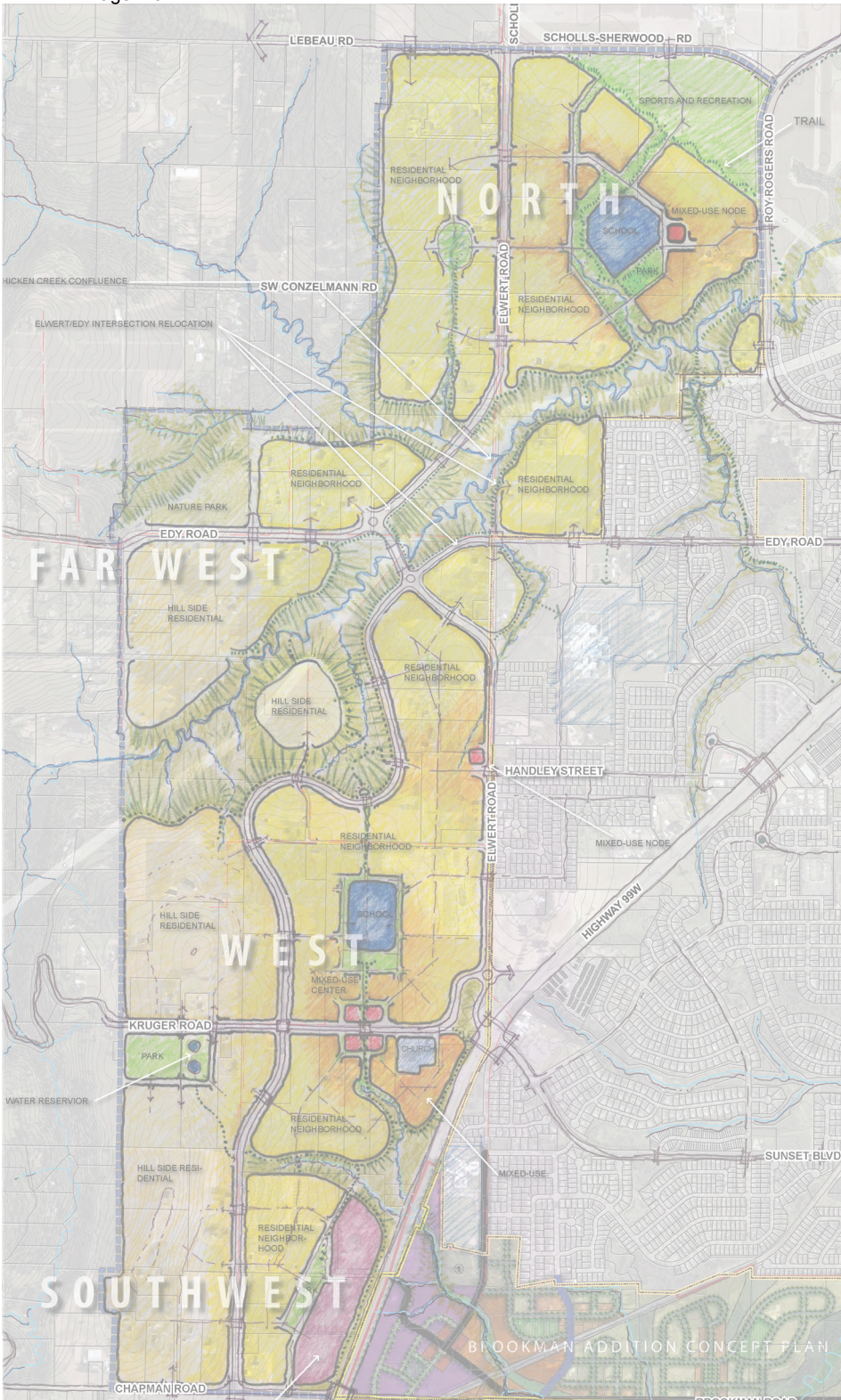
Section 2. This Resolution shall take effect immediately upon its passage by the Council and signature by the Mayor.

Duly passed by the City Council this 16th day of February 2016.

Krisanna Clark, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder



Sherwood West Preliminary Concept Plan

A long range look at our future.

February 4, 2016

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Acknowledgements

City Council

Krisanna Clark, Mayor
Sally Robinson, Council President
Linda Henderson
Dan King
Jennifer Harris
Jennifer Kuiper
Renee Brouse

Planning Commission

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Michael Meyer
Alan Pearson
Lisa Walker

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Anthony Bevel, City of Sherwood
Dennis Christen, Sherwood West
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Marvin Mandel, City of Sherwood
Diann Matthews, Sherwood West
Rick Pannell, Sherwood West
Sally Robinson, City Council
Jean Simson, Planning Commission
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Jamie Stasny, Washington County Citizen Participation Organization

Technical Advisory Committee

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Craig Sheldon, City of Sherwood, Public Works Department
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Keith Mays, Tualatin River National Wildlife Refuge
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Carl Springer, DKS Associates
John vanStaveren, Pacific Habitat Services
Leslie Carlson, Brink Communications

City Administration

Joe Gall, City Manager
Tom Pessemier, Assistant City Manager
Julia Hajduk, Community Development Director

The City of Sherwood wishes to acknowledge all those who applied for the Community Advisory Committee and participated in the Sherwood West Preliminary Concept Plan by attending public meetings, completing surveys and providing valuable feedback throughout the planning process.

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Executive Summary

The Sherwood West Preliminary Concept Plan was developed as a long-range planning tool to help guide future community discussions and decisions about how our community could grow over the next 50 years. The Plan illustrates how the Sherwood West area, Metro's Urban Reserve Area 5b, could be incorporated into the fabric of the City over time in a manner that respects and reflects the strong sense of community and livable neighborhoods. By thinking about where best to build housing, where to protect farmland and where to build or expand roads and utilities today, we hope to keep Sherwood a safe, thriving and healthy community tomorrow.

The Preliminary Concept Plan is the culmination of a 14-month planning process involving residents and property owners within the City and study area, community service providers, and City staff. The following community vision statement guided the planning process:

"Sherwood West complements the City's form and small town character through an integrated and continued pattern of the community's most valued neighborhoods. Through a range of well-designed housing options and protected natural areas, Sherwood West is a great place for families. It helps satisfy the City's need for well-planned growth and other community needs. Designed as a complete community, development is orderly, attractive and protects views. The area is well-administered and development contributes to the fiscal health of Sherwood."

The vision and ecologically-based design of Sherwood West was informed by the great community attributes that make Sherwood's existing neighborhoods special. Of particular note:

- **Scale:** Understanding how natural features such as creeks, valleys and hills have influenced Sherwood's existing neighborhood form helped reveal the importance of scale. The quarter-mile radius that is typical of these existing neighborhoods contributes to Sherwood's "small-town feel." This scale of organization is reflected in the walkable, "ten-minute neighborhoods" of Sherwood West.
- **Access to nature, trails:** Sherwood's livability is in part defined by its access to nature, open space and regional attributes such as the Tualatin National Wildlife Refuge. Sherwood West highlights the importance of access by incorporating a connected network of walking trails, neighborhood parks and nature preserves.
- **Schools:** Sherwood is known for its excellent school system. Sherwood West provides the opportunity to expand school facilities, in addition to regional athletic facilities in order to support growing demand.
- **Neighborhood serving retail:** Sherwood West communities support local, neighborhood retail so that residents of all ages can take advantage of these assets, partly reducing the need to use a car for all trips.

Guided by these principles and specific goals and objectives, the project team and community members explored the opportunities and constraints to create a viable framework for the future growth of Sherwood, developed and evaluated three distinct alternatives, and ultimately selected a preferred hybrid alternative that has become the basis for the Sherwood West Preliminary Concept Plan. For discussion purposes, four primary sub-areas have been identified within Sherwood West:

- **The North District:** Located south of Scholl-Sherwood Road and north of Chicken Creek, this area is characterized by a mixed housing neighborhood organized around a new school, neighborhood park and mixed-use node. Residential intensities transition from the center to the edge of the neighborhood. A sports and recreation area is envisioned at the corner of Schools-Sherwood and Roy Rogers roads. The area is supported by a system of interconnected trails.
- **The West District:** Located in the middle of the planning area, directly west of Elwert Road and east of Chicken Creek, this area is characterized by a mixed housing district organized around a new school, neighborhood park, and mixed-use center. Housing intensities transition out from the mixed-use center with hillside residential on the higher and steeper slopes. A new neighborhood collector road paralleling Elwert Road winds through the center, following the natural break in topography. Large corridors along Chicken Creek are planned for protection with complementary trails connecting the future residents with the natural environment.
- **The Far West District:** Located west of Chicken Creek and adjacent to Edy Road, this area is characterized by a mixed residential neighborhood with hillside residential envisioned on the steeper and higher elevations. The northeast corner is set aside for a nature park to capitalize on the existing habitat values and sensitive topography. Stream corridor buffers are generous to reflect community priorities for natural feature protection, recreation and connectivity. The Far West District includes two options for improving the intersection of Edy and Elwert roads, described in more detail below.
- **The Southwest District:** Located north of Chapman Road and south of Goose Creek, a tributary to Cedar Creek, this area is characterized by residential development of varying intensities with hillside residential on the steeper slopes and higher elevations on the west. The district includes a “Gateway to Wine Country” node that is envisioned to capitalize on Sherwood’s location and proximity to the surrounding wineries by providing opportunities for lodging, restaurants, tourism, and agriculture-related businesses. Parks and trail systems throughout the district provide non-motorized connectivity and access to parks and nature areas.

Transportation is a key concern for current Sherwood and study area residents alike. The vertical alignment condition of Elwert Road, a two-lane rural county road, combined with heavy traffic volumes and the confluence of the Chicken Creek at the intersection with Edy Road is a significant existing condition that requires a thoughtful solution. Due to the extensive public improvement that will be required to support future development, the Sherwood West Preliminary Concept Plan proposes two transportation options. The first option calls for a realignment of the Edy and Elwert Road intersection to reduce the impacts of infrastructure improvements on the sensitive creek confluences. The realignment is likely to discourage regional freight traffic from utilizing Elwert Road as a north-south by-pass to Highway 99W, the designated freight corridor. Initial cost estimates show that this alternative may be more cost effective than improving the existing road in its current alignment. The second option is to improve the roadway up in its current alignment.

Water and sanitary sewer service will need to be extended to serve future development in Sherwood West. Water service can be extended to the majority of the study area by extending the existing 380- and 455-Zone distribution mains. Future service to the higher elevations along the western edge of the study area could be served by a proposed Kruger Pump Station or future Edy Road Pump Station. Existing sanitary sewer facilities adjacent to the study area are limited. The Sherwood Interceptor crosses the study area near the northeast corner at Cedar and Chicken creeks; any sewer mainlines would need to cross these creeks to connect to Sherwood West. The Sherwood Trunk Line has been extended to the northern boundary of the Brookman area. Plans call for this line to be extended through the Brookman area to the east side of 99W. This line could be extended across 99W to serve the West and Southwest Districts. There are no existing stormwater infrastructure in the study area. New stormwater infrastructure, preferably regional facilities, would need to be evaluated and constructed with development.

In response to the preliminary nature of the Plan, the high-level phasing and funding strategy is not prescriptive and specific, but instead: 1) identifies a place for a more detailed implementation strategy when a concept or master plan is developed; and 2) identifies financial and other barriers or challengers to implementation and preliminary approaches to overcome them. Development and infrastructure cannot advance without the willing participation of property owners.

Once accepted by the City Council, this Preliminary Concept Plan will serve as a resource for future discussion about regional UGB expansions. It will help decision-makers decide what areas make the most sense for expansion, considering the availability of infrastructure, the costs associated with extension of public services and property owner sentiment. The timing for the need for Sherwood West to accommodate the City's growing population is uncertain. As such, attention to the details outlined in this strategy and near-term action to continue to prepare for implementation will be important.

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I. Introduction

The City of Sherwood conducted a long-range community planning process, designed to help us manage growth and protect the things we love about this place. The City received a grant from Metro to prepare a concept plan for the regional Urban Reserve Area 5B, approximately 1,291 acres we have identified as Sherwood West. The goal in developing a “preliminary concept plan” is to identify how we grow and provide quality places to live, work and play over the next five decades. This long-range planning process helps us all think about where best to build housing, where to protect farmland and where to build or expand roads and utilities—all with a goal of keeping Sherwood a safe, thriving and healthy community.

Why are we planning for Sherwood West?

Growth is happening.

The City of Sherwood is growing along with the rest of the Portland region. Since 1990, we have added hundreds of people every year, with annual growth rates between 3-8%. People are drawn here for our quality of life, our great schools and our vibrant neighborhoods. While that’s a good thing—it provides economic growth and jobs for all of us—it also puts pressure on the city in terms of housing.

We’re running out of places for people to live.

Sherwood has a shortage of land available for housing. If we don’t add more land for new housing, people will still move here, but housing prices will start to rise and our community will experience more pressure for infill development at higher densities. This could result in three things: rising housing costs may price many people out of the market, including young families, single people and older people on fixed incomes; pressure on the City to rezone for residential uses; and infill development pressures could result in higher density housing which could change the character of existing neighborhoods. Increasing the land supply for residential development in a thoughtful manner is one way to help relieve this upward price pressure and make sure our community remains vibrant and affordable.

We need all kinds of housing.

As we grow, we’re going to need to provide a variety of housing choices for people who want to live here, including large and small single-family housing, townhouses, duplexes and multifamily units. Providing housing choices makes it possible for people who have lived here a long time to stay in Sherwood as they age, while creating new opportunities for families and keeping housing in our city affordable.

Planned communities grow better.

Our challenge as a community remains growing in a way that preserves our small town character, our surrounding forests and farms, our thriving businesses and our parks and public spaces. The City of Sherwood is committed to a long-range process that manages growth in a planned and cost-effective way so that Sherwood can remain the thriving and welcoming community that we all love.



Context

Sherwood West is one of the designated “urban reserve” areas that surround Sherwood. Urban reserves are areas designated by Metro in coordination with its partner cities and counties. These reserves identify land that will be considered for addition to the region’s Urban Growth Boundary (UGB) for urbanization over the next 50 years. The City of Sherwood is located within Metro’s UGB. An urban reserve designation does not change current zoning or restrict a landowners’ currently allowed use of their land. Designations are intended to provide greater certainty regarding long-term expected uses of the land, allowing public and private landowners to make long-term investments with better information.

Sherwood West is the largest urban reserve area adjacent to Sherwood, and given the location of existing utilities, the area that is logically the best direction for the City to consider growing in the future. It may grow faster or more slowly than projected, and in the end of the 50-year plan horizon, may not necessarily be the only direction in which we grow. It is not a given that the entire area will be absorbed into the City.

This Preliminary Concept Plan (Plan) is a tool that purposely does not speak to urban densities or design of a particular area within

Sherwood West. It is a high-level, long-range study that we expect to be refined; community values and needs may shift and tastes in housing may change before any land is brought into the regional UGB. Densities and neighborhood form will be established and shaped through future refinement planning processes as areas are brought into the UGB.

The Preliminary Concept Plan is intended to be:

- A tool for future citizens and decision makers to rely on as they make decisions about expanding the UGB.
- A foundation for future refinement plans that occur within the area.
- An opportunity to discuss growth well in advance of it actually occurring with both the property owners within the study area and the Sherwood community.



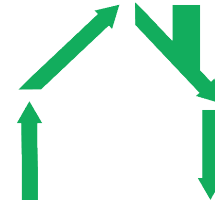
This document is laid out in seven sections.

I. Introduction

This section provides an overview and describes the purpose of this planning project.

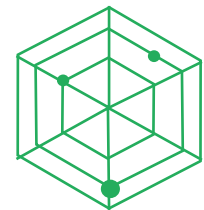
II. The Planning Process

This section summarizes the background of the project and discusses the formation of various stakeholder groups and community outreach efforts.



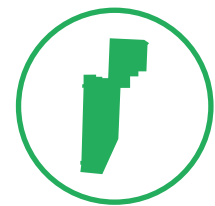
III. The Sherwood Growth Story

This section provides historic context for the project by recounting the history of growth in Sherwood, and the implications of this changing landscape on land use and planning, particularly for housing policy.



IV. Sherwood West

This section summarizes land use, public utilities and environmental conditions within Sherwood West, and presents an analysis of the landform and how it relates to planning for the area.



V. Sherwood West Preliminary Concept Plan

This section presents a high-level conceptual plan for the Sherwood West area that builds upon the landform analysis and emphasizes complete community attributes.



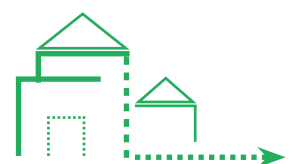
VI. Funding and Phasing Strategy

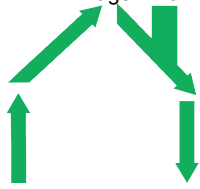
This section describes an approach to funding and phasing infrastructure, services and other community elements as a means to inform decisions regarding possible future urban growth in Sherwood West.



VII. Recommendations and Next Steps

This section provides thoughts about how to approach implementation for City staff and recommendations on how to move forward given the information provided by this plan.





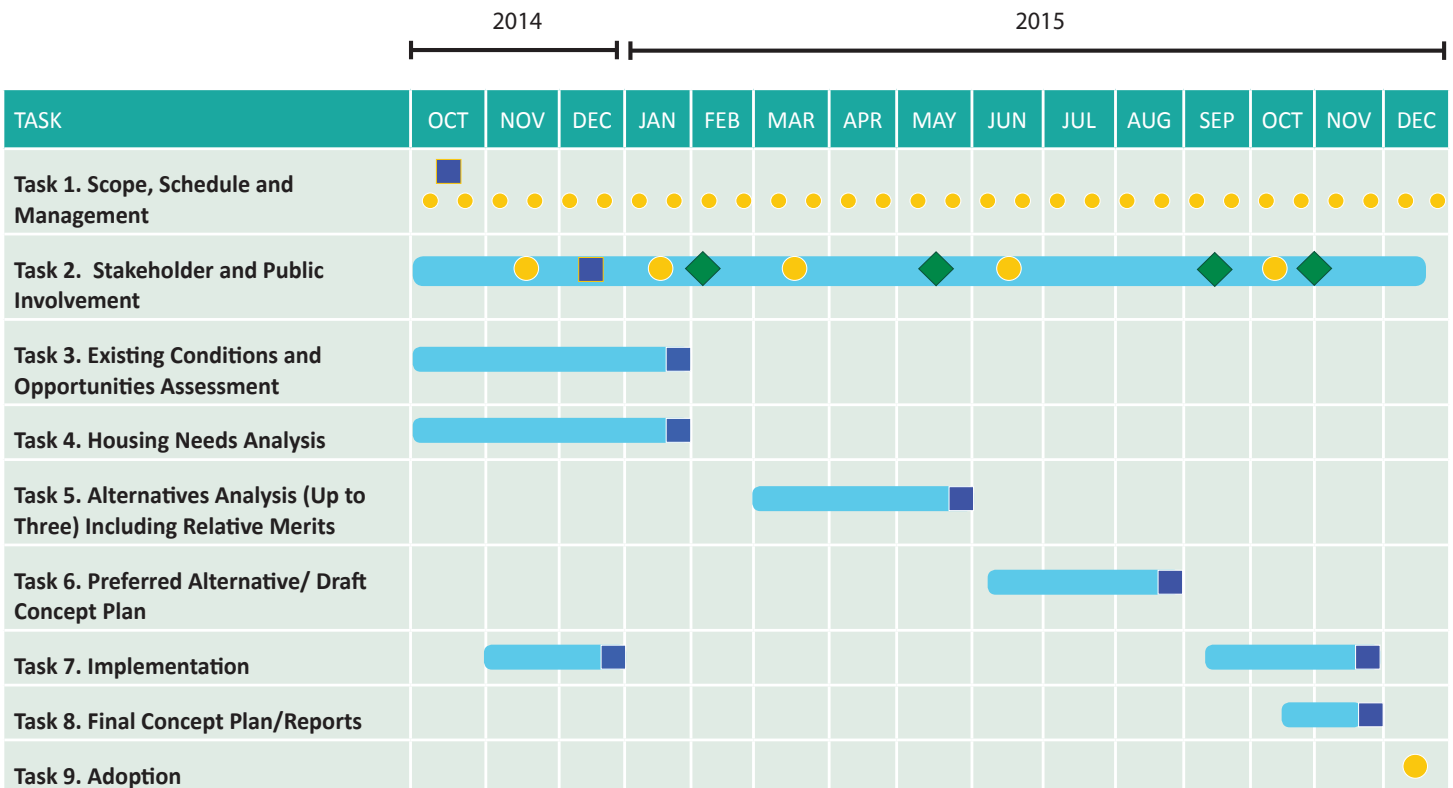
II. Planning Process

This planning process began in November 2014 and wrapped up in December 2015. The project was completed through a series of nine tasks within the timeline shown below (Figure 1).

Engaging with Sherwood residents was considered essential for producing a plan that reflects community values with integrity and foresight. To help guide the project, two stakeholder committees were formed to include a broad range of interests: the Community Advisory Committee (CAC) and the Technical Advisory Committee (TAC). Together, these committees worked to help shape the direction and result of this process.

The CAC was made up of 18 community members who live or own property within the city as well as those in the study area, and representatives from the City’s Parks Board, Planning Commission, City Council, the Sherwood School District, and Washington County Citizen’s Participation Organization (CPO). They were charged with: reviewing materials from the consultant team, providing broad perspectives to ensure the Sherwood West Concept Plan reflects diverse needs, participating in public outreach regarding the plan, and providing recommendations on plan alternatives. They were recruited and selected by the City Council through an open application process. 41 people applied to be on the CAC and 18 were selected.

Figure 1. Sherwood West Project Timeline



- Stakeholder and Technical Advisory Meetings
- Deliverable
- ◆ Public Event/Web-based Survey

The TAC was comprised of essential public service provider representatives: City Public Works, Engineering, Community Services, the Police department, Clean Water Services, Tualatin River National Wildlife Refuge, Tualatin Valley Fire and Rescue, the Sherwood School District, the Oregon Department of Transportation (ODOT) and Metro. TAC members reviewed project deliverables for technical adequacy, policy and regulatory compliance.

Every step of the way, Sherwood community members provided meaningful guidance and feedback, gathered through interviews, public events, community workshops, questionnaires and online surveys. This guidance has been essential to the Sherwood West planning process. The design of the Plan is a reflection of this work. Together, we:

1. Developed a vision, set goals and proposed evaluation criteria. The planning process began with articulating a vision for Sherwood West. We solicited community guidance on goals and evaluation criteria through one on one interviews and meetings, public workshops and online surveys, and underwent multiple iterations in review by the TAC, CAC and community members. The resulting vision statement is as follows:

Vision Statement

Sherwood West complements the City’s form and small town character through an integrated and continued pattern of the community’s most valued neighborhoods. Through a range of well-designed housing options and protected natural areas, Sherwood West is a great place for families. It helps satisfy the City’s need for well-planned growth and other community needs. Designed as a complete community, development is orderly, attractive and protects views. The area is well administered and development contributes to the fiscal health of Sherwood.

Figure 2. Goals and Evaluation Criteria for Sherwood West

| Goal | Evaluation Criteria for Comparison of Alternatives |
|--|--|
| Growth is well -planned | <ul style="list-style-type: none"> • Neighborhoods are phased adjacent to existing development • Well phased extension of services • Connectivity |
| Design includes complete community attributes | <ul style="list-style-type: none"> • Incorporates nature • Neighborhood retail |
| Development respects and recognizes Sherwood pattern, heritage and small town feel | <ul style="list-style-type: none"> • Walkable • Integrates with existing Sherwood • View corridors, natural features retained |
| Concepts promote health | <ul style="list-style-type: none"> • Easy to walk, bike and access other recreational activities |
| Development protects and provides access to nature | <ul style="list-style-type: none"> • View corridor, other assets protected • Walking trails along heritage resources |
| Implementation is pragmatic | <ul style="list-style-type: none"> • Options minimize cost of infrastructure • Balance of benefits and burdens of development |

2. Identified existing conditions and key opportunities. A draft and revised assessment of existing and future conditions was developed for Sherwood West. In addition to infrastructure and public services, the area's landform and natural features were considered. Guidance from the community helped identify missing elements and further opportunities.

3. Designed alternative concept plan scenarios. Based on community core values, vision, existing conditions and discussions with the CAC and TAC, three draft alternative concept plan scenarios were developed in order to explore a variety of ideas for comparison.

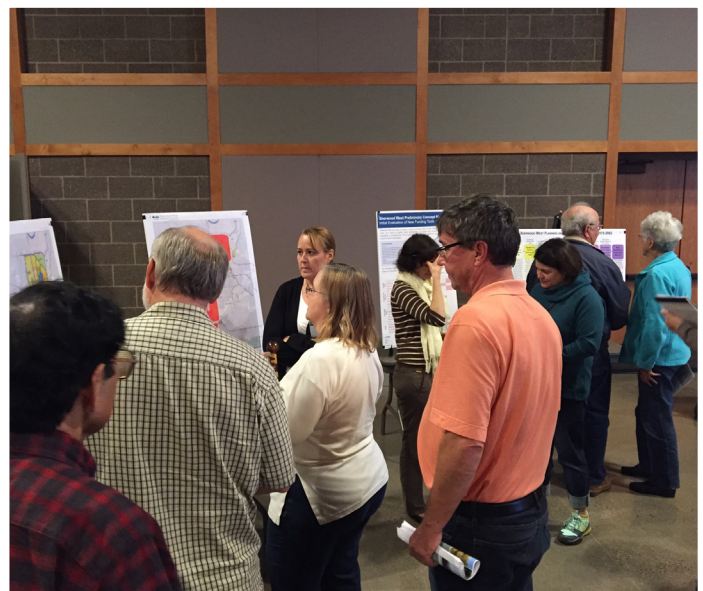
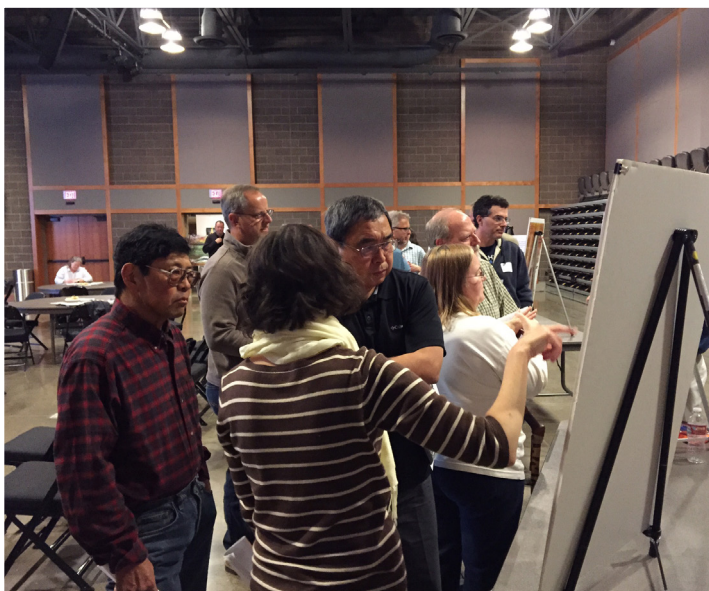
4. Considered the relative merits of each scenario and the key features that best represent the goals and objectives of Sherwood West. Through interactive workshops, community events and online surveys, the CAC, TAC, staff and consultant team worked to identify preferences for individual and collective plan elements using the evaluation criteria they helped develop.

5. Designed a Preliminary Concept Plan that builds upon community feedback, technical guidance and a landform analysis. The preliminary concept plan is a hybrid of the three alternatives, combining the preferred elements into a recommended draft "hybrid" Preliminary Concept Plan.

Each step of the planning process incorporated a variety of community engagement activities, as listed in the call out box above, designed to reach a broad spectrum of Sherwood residents. Appendix 1: Community Engagement Plan and Evaluation describes the process, objectives and outcomes as agreed upon by the CAC.

Community Engagement Activities

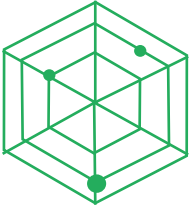
- Community Advisory Committee Meetings
- Project Website
- E-Newsletter Subscription & Social Media
- Project Video
- Property Owner Mailing and Meetings (March-April)
- Community Workshop (May)
- Online Survey – Vision and Values (May-June)
- Ice Cream Social & Open House June 2015
- Online Survey – Draft Alternatives (July-August)
- Music on the Green (July-August)
- Movies in the Park (August)
- Community Group Presentations
- Sherwood Charter School
- Online Survey – Preferred Alternatives (October)
- Property Owner Mailing and Community Open House (October)
- Sherwood Rotary
- Chamber of Commerce



Staff, consultants and Sherwood residents at the final community Open House in October, 2015.



Stella Olson Memorial Park, Sherwood Oregon
Photo by Alyse Vordermark



IV. The Sherwood Growth Story

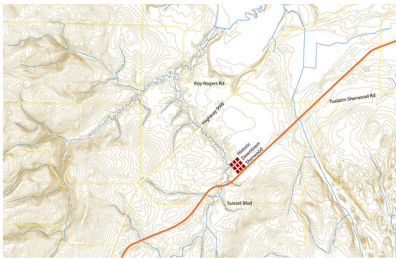
History and Pattern of Urban Growth

Understanding Sherwood's past is key to planning Sherwood's future. Sherwood as it exists today did not just happen; it is the result of many years of small and big, individual and collective decisions. By understanding the history and pattern of growth in Sherwood, we obtain valuable insights into the local identity and values that help to guide future urban growth.

Pre-settler era

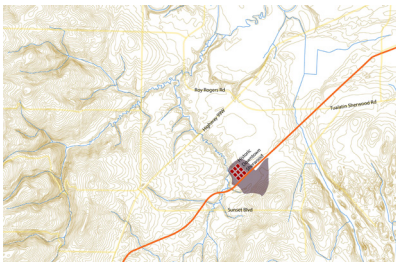
Prior to the arrival of immigrants, the Sherwood area was inhabited by the Atfalati band of the Kalapuya nation, who ranged across the valley in a hunter-gather style. They are known to have used deliberate burns to clear the valley floor to encourage the growth of the camas plant and to maintain habitat beneficial to deer and elk.

Smockville



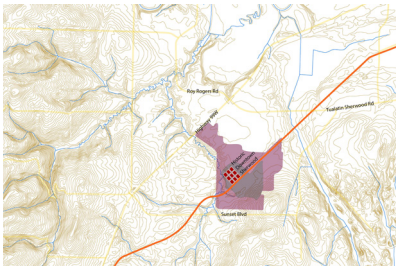
In 1885 founders James and Mary Smock settled on nearly flat pasture along the east bank of Cedar Creek. They platted "Smock Ville" in 1889, after donating a right-of-way across their property to the Portland and Willamette Valley Railway, providing access to the larger region for people and cargo. Unlike most newly-platted towns from this period, Sherwood's streets were platted with a 40 degree rotation relative to the cardinal points. The diagonal route of the railway explains the orientation of Sherwood's original nine block plat.

1889-1960



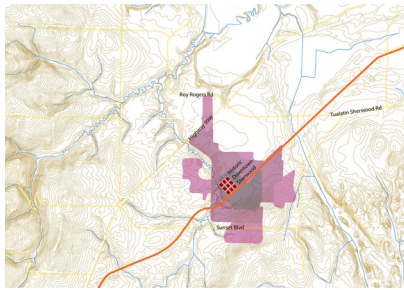
During the first decade, Sherwood's footprint on the landscape was largely contained within the original nine block town plat. In the later decades up to 1960, Sherwood grew modestly, but some expansion took place towards the southeast around the train depot and up the hill along Pine Street. All destinations in town were in close walkable proximity to each other. The population in 1960 was around 680 people.

1960-1970



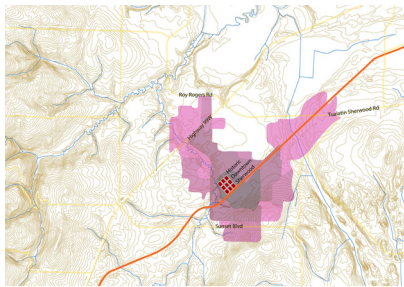
Around 1960, the automobile started affecting urban settlement patterns across the nation, resulting in more dispersed settlement patterns that are also reflected in Sherwood's expanding urban footprint. A series of annexations took place over the the next 50 years that changed the landscape and the community. The first annexation accommodated growth along the east bank of Cedar Creek towards Highway 99W. In ten years' time, the population doubled to 1,396 residents.

1970-1980



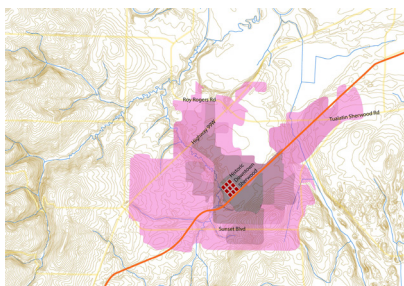
Sherwood continued to attract newcomers and the next decade saw growth across Cedar Creek for the first time with the new High School forming an important component. Growth also occurred towards the southeast, on hillsides facing north and west. In this decade the population grew by nearly 1,000 to 2,386 people.

1980-1990



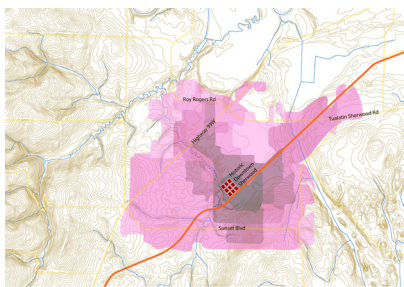
Between 1980 and 1990, the pace of development dropped a little due to recession but the population still grew by about 700 people to 3,093. To accommodate this increase, the town continued to expand around Cedar Creek and, for the first time, north of Highway 99. Employment areas were developed in the northeast, along the railway.

1990-2000



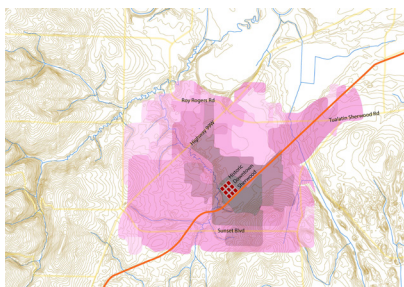
During the last decade of the twentieth century, Sherwood experienced a real boom in population and expansion. Fueled by a strong regional and national economy, the population grew by nearly 9,000 to 11,791 in 2000 for a 380% population increase. The physical imprint on the landscape expanded significantly with the realization of large subdivisions such as Woodhaven. During this decade, urban development also took place northwest of Highway 99W, and into the hills southeast and southwest of town.

2000-2010



The first decade of the twenty-first century saw continued but slightly more tempered growth. A 154% population increase over ten years added approximately 6,000 people to Sherwood, bringing the total to 18,194 by the end of the decade. This growth is accommodated mostly in areas in the northwest area of town along Cedar Creek (Roy Rogers Road) and between the historic Old Town and Tualatin-Sherwood Road.

2010-2014



US census data takes us only four years farther to 2014, when Sherwood hovers around a population of 19,000 with a lower population increase compared to the two decades prior, most likely as an effect of the Great Recession. Most of the growth that did occur took place along the ever expanding edges of Sherwood in the north and southeast.

During its short 125 years of urbanization, Sherwood has experienced significant growth in both population and physical size (Figure 3 and 4). Yet somehow, Sherwood has kept its “small town” appeal. It remains a desirable place to live, as demonstrated by appearances in national “Best Places to Live” listings.

Figure 3. City of Sherwood Land Area and Population Growth Map, 1889-2014

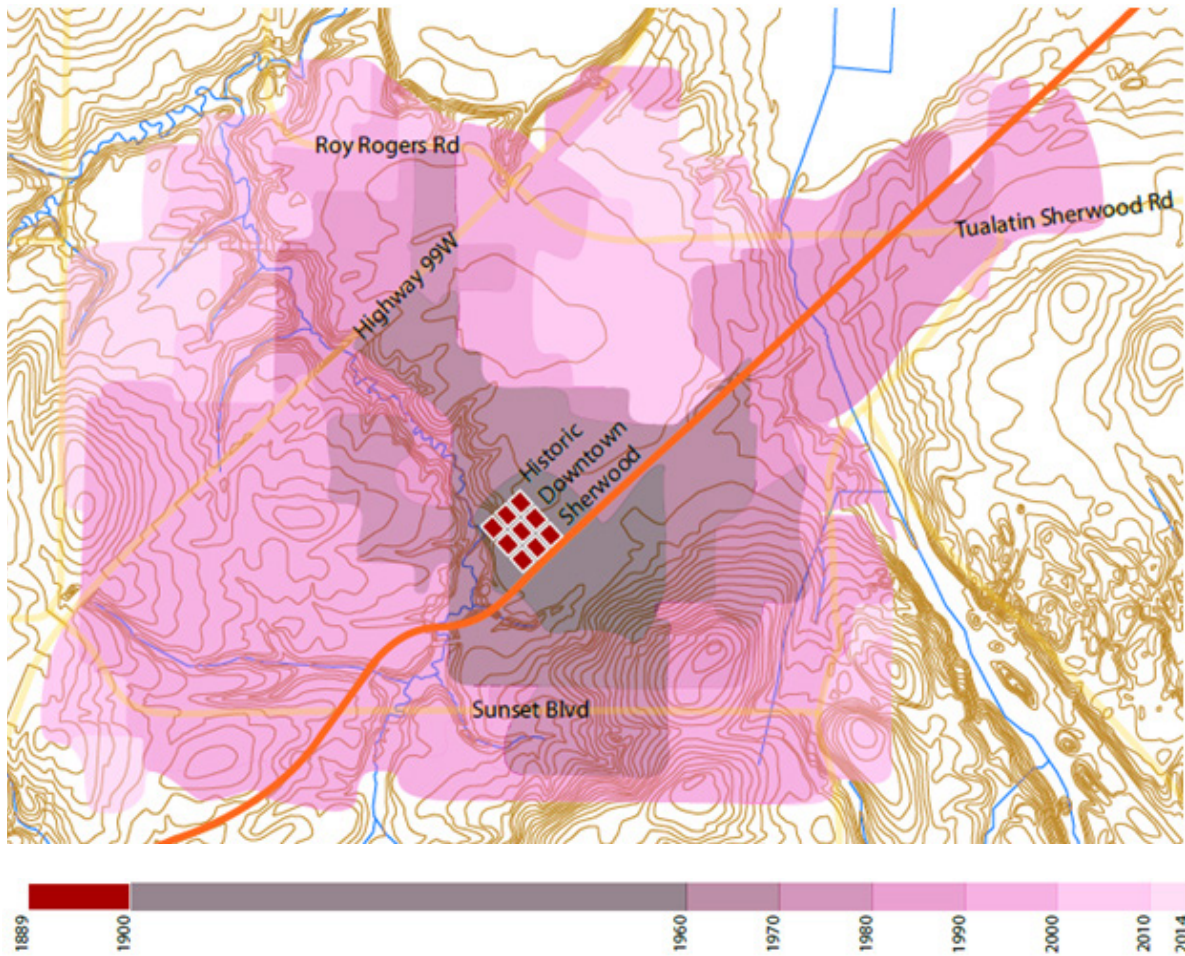
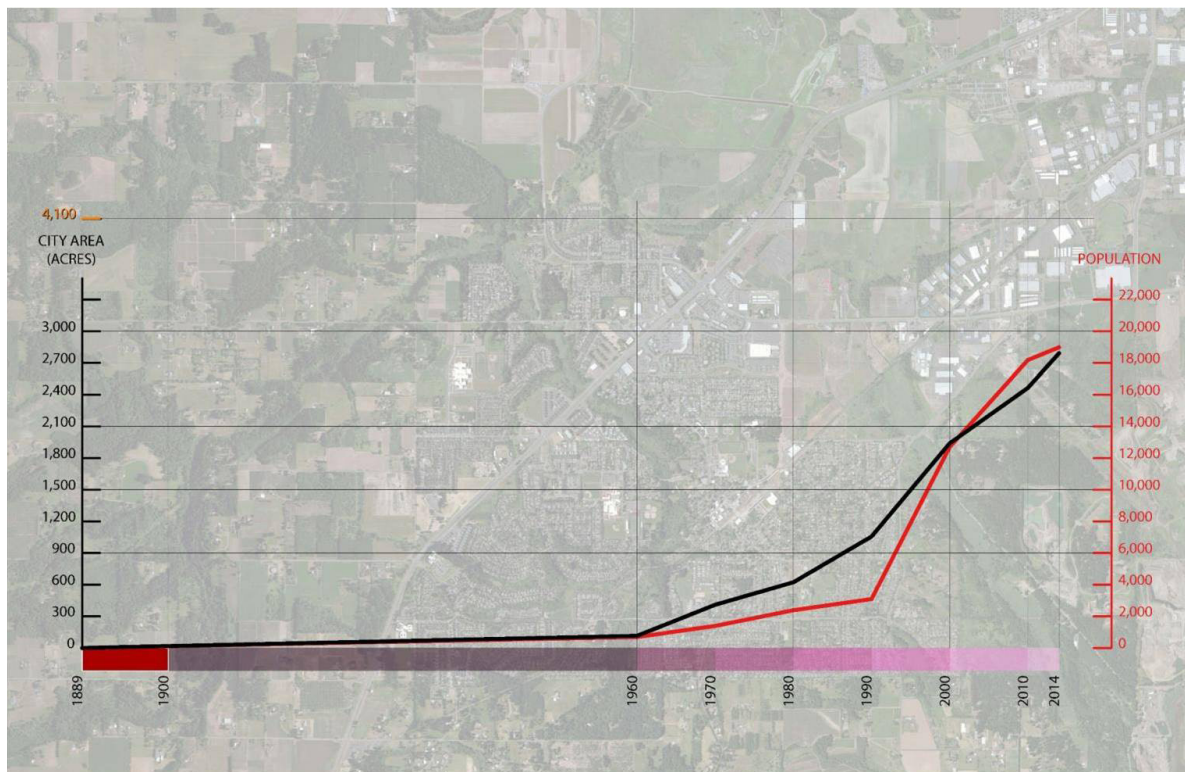


Figure 4. City of Sherwood Land Area and Population Growth Chart, 1889-2014



Scale

One of the possible explanations for the “small town” identity lies in the neighborhood scale of individual developments. Analysis reveals a pattern of walkable (quarter mile radius) neighborhoods circling the historic downtown. It appears that Sherwood was deliberately planned around the concept of the walkable neighborhood as the building block of the community as a whole. Taken together, the entire town fits within an imaginary circle with a radius of only one mile: all local destinations are close and potentially within walking and biking distance from any residence.

The urban growth history presented here attempts to build a deeper appreciation of the aspect of time, population size, urban growth and scale, and how they are all interrelated. This is a subjective interpretation and as such, does not claim to be complete or highly detailed.¹ As this historic growth analysis shows, tremendous change can and possibly will occur. A proper appreciation of this dynamic past is crucial as we lay the foundation for planning the next 50 years of Sherwood’s evolution.

Implications for Policy ²

Not only has Sherwood seen significant growth in terms of size and population, but it is also witnessing a change in the demographics of the population. Understanding these characteristics is crucial for determining community needs and analyzing demand for services and infrastructure. Of these demands, housing plays an important role, as it is often the catalyst for the development of roads, utilities, schools, parks and other services.³

How has Sherwood’s Population Changed in Recent Years?

Sherwood’s population grew relatively fast in recent years. Sherwood’s population increased from 3,000 people in 1990 to nearly 18,600 people in 2013, averaging 8% annual growth. Sherwood’s fastest period of growth was during the 1990s, consistent with statewide trends. Since 2000, Sherwood grew by 6,600 people, at an average rate of nearly 3.5% per year. For comparison, Washington County grew at 2.5% annually between 1990-2013 and the Portland Region grew at 1.6% per year.

Sherwood’s population is aging. People aged 45 years and older were the fastest growing age group in Sherwood between 2000 and 2010, consistent with state and national trends. By 2035, people 60 years and older will account for 24% of the population in Washington County (up from 18% in 2015) and 25% in the Portland Region (up from 19% in 2015). It is reasonable to assume that the share of people 60 years and older will grow relatively quickly in Sherwood as well.

¹ This is a subjective interpretation based on an analysis of a variety of sources, including Google Earth, Lab Rat Revenge, The Oregon Atlas, Sherwood City Annexation Map, Smockville Original Plat and Wikipedia.

² This section comes from the City of Sherwood’s Housing Needs Analysis (HNA), conducted in 2015. The HNA was used solely for purposes of data analysis rather than policy creation, and as such was not a publicly-vetted document in the Sherwood West planning process. See Appendix 2 for the executive summary of this report. The complete HNA can be accessed at: http://www.sherwoodoregon.gov/sites/default/files/fileattachments/Planning/page/3740/sherwood_hna_june_25.pdf

³ The majority of data quoted in this analysis is from the US Census American Community survey, with population data from the Population Research Center at Portland State University and development data from the City’s Building Permit database.

A Size Comparison

From a pure physical standpoint, Sherwood’s size compares to places like Forest Grove and Cornelius. Even with Sherwood West included, the physical dimension of the entire town would be small enough to fit inside an imaginary circle with a radius of 1.5 miles. The City’s physical dimension would then be comparable to cities like Woodburn and Canby.

Sherwood is attracting younger people and more households with children. In 2010, the median age in Sherwood was 34.3 years old, compared to Washington County’s median age of 35.3 years and the State median of 38.4. Sherwood has a larger share of households with children (47% of households), compared with Washington County (33%) or the Portland Region (29%). The Millennial generation—people born roughly between 1980 to 2000—are the largest age group in Oregon and will account for the majority of household growth in Sherwood over the next 20 years

Sherwood’s population is becoming more ethnically diverse. About 6% of Sherwood’s population identify as Latino, an increase from 4.7% in 2000. In comparison to Washington County and the Portland Region, Sherwood is less ethnically diverse. In the 2009-2013 period, 16% of Washington County residents and 12% Portland Region residents identify as Latino.

What Factors May Affect Future Growth in Sherwood?

These trends are likely to create a change in the types of housing Sherwood will need in the future. This has implications for the City’s housing and land use policies.

The aging of the population is likely to result in increased demand for smaller single-family housing, multifamily housing, and housing for seniors. People over 65 years old will make a variety of housing choices as they age, including: remaining in their homes as long as they are able, downsizing to smaller single-family homes (detached and attached, including one-story homes or homes with first-floor master bedrooms), cottage housing and multifamily units, or moving into group housing (such as assisted living facilities or nursing homes).

“The city needs to provide [for] a diversity of housing types so that our older residents and younger residents can afford to stay and move here.”

-Survey Respondent

The growth of younger and diverse households is likely to result in increased demand for a wider variety of affordable housing options appropriate for families with children, such as small single-family homes, townhouses, duplexes, and multifamily housing. If Sherwood continues to attract young residents, then it will continue to have demand for housing for families, especially housing affordable to younger families with moderate incomes. Growth in this population will result in increased demand for both ownership and rental opportunities, with an emphasis on housing that is comparatively affordable.⁴

Changes in commuting patterns could affect future growth in Sherwood. Sherwood is part of a complex, interconnected regional economy. Demand for housing by workers at businesses in Sherwood may change with significant fluctuations in fuel and commuting costs, as well as substantial decreases in the capacity of highways to accommodate commuting.

Sherwood households have relatively high income, which affects the type of housing that is affordable. Income is a key determinant of housing choice. In 2010, Sherwood’s median household income (\$81,000) was more than 20% higher than Washington County’s median household income (\$60,963). In addition, Sherwood had a smaller share of population below the federal poverty line (7.6%) than the averages of Washington County (11.4%) and the Portland Region (13.9%).

⁴ The HNA assumes that housing is affordable if housing costs are less than 30% of a household’s gross income. For a household earning \$6,500 (the median household income in Sherwood), monthly housing costs of less than \$1,960 are considered affordable.

The City of Sherwood: A Snapshot

As of the 2010 US Census, there were 18,194 people living in the City of Sherwood. The City accounts for about 3.4% of Washington County’s total population of 531,335. Covering an area of approximately 4.3 square miles, Sherwood’s population density is about 4,217.2 per square mile. Relative to the nearby cities of Tualatin, Wilsonville and Newberg, Sherwood has a slightly higher population density per square mile. As shown in Table 1, Sherwood also has a greater number of family households and a higher median household value, as compared to Washington County.

Table 1. City of Sherwood and Washington County, 2010

| | City of Sherwood | Washington County |
|--------------------------------|------------------|-------------------|
| Median Home Value ¹ | \$340,450 | \$307,350 |
| Median Household Income | \$81,000 | \$60,963 |
| Family Households | 77.7% | 67.1% |
| Average Commute Time | 26 minutes | 24 minutes |
| Gender (female) | 50.3% | 50.8% |
| Median age | 34.2 years | 35 years |
| Hispanic or Latino | 7.0% | 15.7% |

Source: US Census Survey, 2010
¹*Zillow, September 2015*

What are the Implications for Sherwood’s Housing Policies?

Determining demand for housing is based on coordinated forecasts of household growth, provided by Metro. Between 2015 and 2035, Metro forecasts an additional 1,156 new households in Sherwood as a response to demand from population growth and demographic shifts.

Not only does the forecast provide an estimate of the number of homes required to respond to population growth, but also where this demand will be generated. The forecast includes growth within city limits as well as areas currently outside of these limits but within the UGB and planned for annexation and development for residential uses. For the City of Sherwood, this is primarily the Brookman Area. Under this combined land base, Sherwood’s land capacity analysis shows that it can accommodate Metro’s entire forecast for growth with the buildable land currently zoned for residential in the City limits and within the UGB (Brookman Area). However, to ensure there is an adequate land supply as required by state law, the Brookman area would need to be annexed by Sherwood voters, or land within the City would need to be rezoned to accommodate increased residential development.

The results of Sherwood's 2015 Housing Needs Analysis (HNA) highlight questions for the update of the City's Comprehensive Plan and the Sherwood West Preliminary Concept Planning process, such as:

- Changes in demographics and income for Sherwood and regional residents will require accommodating a wider range of housing types. Providing housing opportunities for first time home buyers and community elders (who prefer to age in place or downsize their housing) will require housing options such as smaller lots, clustered housing, cottages or townhomes. Where should Sherwood consider providing a wider range of housing types? What types of housing should Sherwood plan for? How many of Sherwood's needed units should the city plan to accommodate within the city limits? How much of Sherwood's needed units should be accommodated in the Brookman Area and in Sherwood West?
- What design features and greenspaces would be important to consider for new housing? What other design standards would be needed to "keep Sherwood *Sherwood*"?

These questions touch upon larger, broader policy issues that need to be discussed and vetted through the City's Comprehensive Plan Update. The Sherwood West Preliminary Concept Plan is not an attempt to address all these issues. Rather, this process provides some preliminary data and begins to assess community values in order to help answer these questions and determine future goals, policies and strategies in the City's Comprehensive Plan.

The Brookman Addition Concept Plan

The Brookman Addition Concept Plan was developed as a guide for the creation of a new 250-acre community in Sherwood. Planning for the area followed a 2002 decision by Metro to bring the land into the UGB in response to an identified regional need for additional land to meet the 20-year growth projections.

The Brookman Addition area is bound on the north by the existing city limits, by Brookman Road to the south, Highway 99W to the west, and properties located due east of Ladd Hill Road. The Concept Plan was developed in coordination with many community, local government and agency parties.

Adopted by the City Council in June 2009, the Concept Plan identifies the general location and intensity of future land uses, including medium-low to high density residential, mixed use commercial, employment, parks and open space. Integrated with future land uses is a conceptual layout of basic infrastructure systems including transportation, trails, and utilities.

The intent is for the area to be annexed into the City, with City zoning being applied at the time of annexation. To date, Sherwood voters have rejected annexation requests for the entire Brookman area, and portions of it, on three separate occasions. Most recently, a request to annex 103 acres of land was rejected during the November 3, 2015 election. Until annexation occurs, the Brookman area will remain in unincorporated Washington County, subject to County zoning.





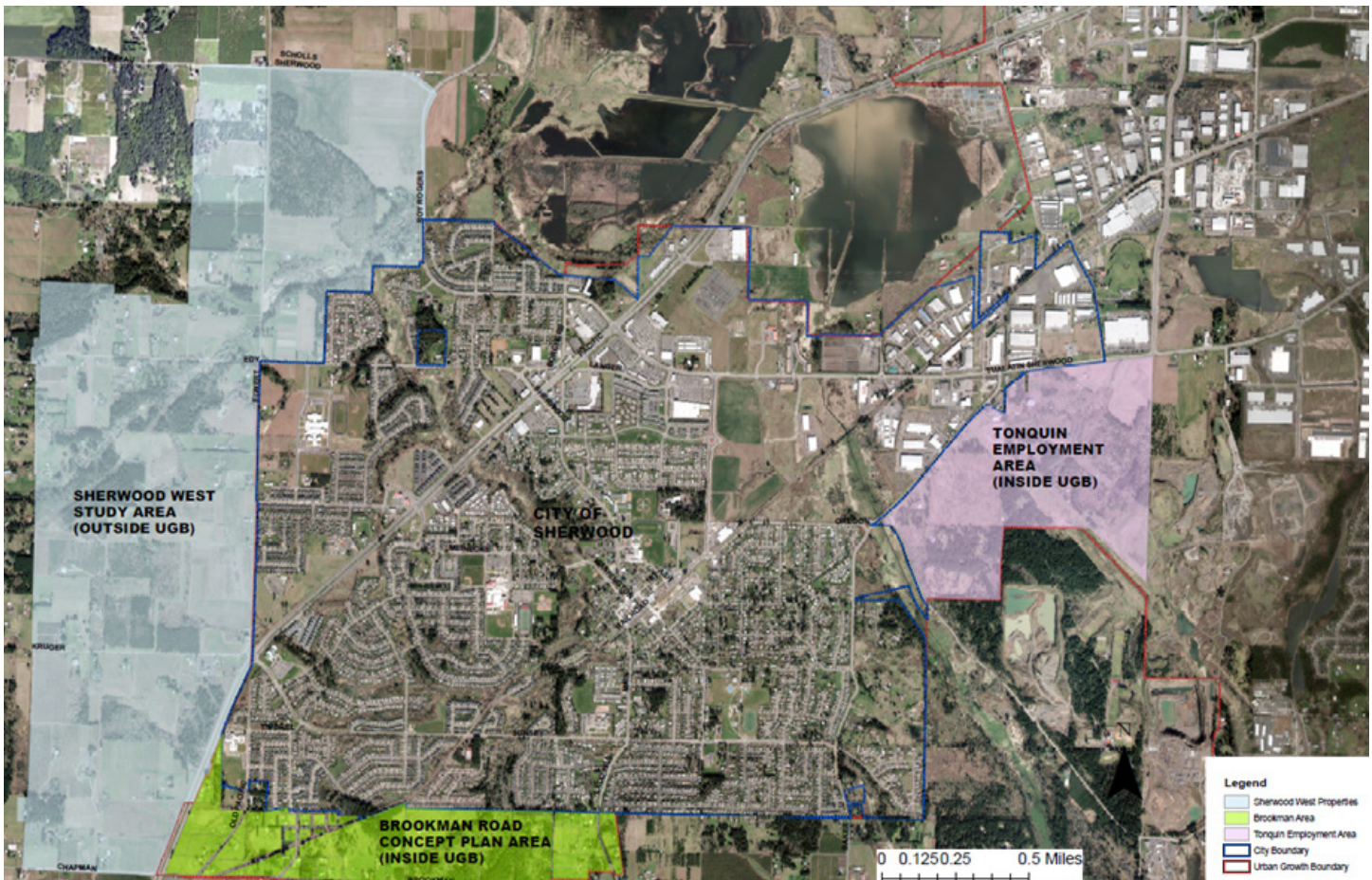
V. Sherwood West

Existing Conditions

Study Area

Sherwood West encompasses approximately 1,291 acres located along the western side of the current city limits (Figure 5). The area is bounded on the east by Hwy 99W, SW Elwert Road, and SW Roy Rogers Road. It is bounded by SW Chapman Road on the south and SW Lebeau Rd and SW Scholls-Sherwood Rd to the north. Site topography generally slopes from west to east, with an elevation difference of approximately 150 to 200 feet.

Figure 5. Sherwood West Study Area



Land Use and Zoning

Whereas City acreage is 2,757.8 (4.3 square miles), the Sherwood West study area encompasses 1,291 acres across 126 tax lots and existing right-of-way (Table 2). Besides residential uses, the majority of the land use is designated as agricultural or forest. For more detailed information, see Appendix 3B for the study area buildable land inventory by taxlot and Appendix 4: Boundaries and Buildable Lands Inventory Information for the methodology.

Table 2. Sherwood West Study Area Buildable Lands

| | |
|---|----------------------------|
| Total Acreage | 1,291 |
| Total Tax Lots | 126 |
| Total Tax Lot Acreage (excludes non-taxable area) | 1,234 |
| Total Right-of-Way (ROW) Acreage | 57 |
| Vacant Lots | 39 (263.5 buildable acres) |
| Partially Vacant Lots with dwellings | 83 (406.8 buildable acres) |
| Committed Lots | 4 (0 buildable acres) |
| Total Buildable Land** Acreage | 670.3 |

**Buildable land calculation includes removal of constrained land, deduction of 0.25-acre from lots greater than 0.5-acre with a dwelling unit, and a percent deduction for future streets.

Public Facilities ^{5,6}

WATER SYSTEM

Existing Conditions

The current Water System Master Plan was adopted in May 2015. The Master Plan considers all areas within the city limits, the UGB and the Sherwood West study area. The City's primary water supply is from the Wilsonville Water Treatment Plant, supplemented by groundwater wells. The City maintains an emergency connection and transmission piping to the Tualatin-Portland supply main. The City's distribution system includes three service zones supplied by three storage reservoirs and two pumping stations. The majority of Sherwood customers are served from the 380 Pressure Zone which is supplied by gravity from the City's Sunset Reservoirs. The 535 Pressure Zone, serving the area around the Sunset Reservoirs, is supplied constant pressure by the Sunset Pump Station, and the 455 Pressure Zone serves higher elevation customers on the western edge of the City by gravity from the Kruger Reservoir.

Opportunities and Constraints

Initial anticipated growth in Sherwood West will be served by extending existing 380- and 455-Zone distribution mains. Future customers along the ridge north and south of the existing Kruger Reservoir will be served by constant pressure from the proposed Kruger Pump Station at the existing reservoir site. Some future customers in Sherwood West may need to be served through a Pressure Relief Valve (PRV)-controlled sub-zone or through individual

⁵ At the time the plan was prepared, updates to the City Sewer and Stormwater Master Plans were in process, therefore all information should be verified

⁶ See Appendix 3 for the full text from the Existing Conditions Report.

PRVs on each service in order to maintain required service pressures. A small area on the western edge of the Sherwood West Urban Reserve, along Edy Road near Eastview Road, is too high in elevation to receive adequate service pressure from the adjacent 380 Zone. This area will be served by constant pressure from the proposed Edy Road Pump Station. An additional pump station would potentially be needed to serve this area. Extensive large diameter mains will be needed to expand the City's water service area to supply water to Sherwood West as development occurs. See Appendix 3C for pressure zone boundaries and existing and proposed reservoir, pump station and water line locations identified in the Water System Master Plan.

SANITARY SEWER SYSTEM

Existing Conditions

The existing Sanitary Sewer Master Plan was completed in July 2007 and is currently being updated. The Master Plan considers all areas within the city limits and the UGB, but not Sherwood West.

The City of Sherwood is served by two sanitary sewer trunk lines, the Sherwood Trunk Sewer (24-inch) which conveys sewage from the Cedar Creek sewage collection basin and the Rock Creek Trunk (18-inch) which conveys sewage from the Rock Creek sewage collection basin. Both trunk lines convey flows to the Sherwood Pump Station, owned by Clean Water Services (CWS), which sends sewage to the Durham Advanced Wastewater Treatment Plant via the Upper Tualatin Interceptor, also owned by CWS.

Opportunities and Constraints

Existing sanitary sewer facilities adjacent to or near this site are limited. The Sherwood Interceptor crosses the study area near the northeast corner at Cedar and Chicken Creeks; and any sewer mainlines would need to cross these creeks in order to connect. Brookman is an area within the UGB on the south end of Sherwood between the city limits and SW Brookman Road. The City recently constructed a sewer mainline to the northern boundary of Brookman. Future projects, which would occur with the development of Brookman, would extend the sewer line into Brookman, providing sewer access for Sherwood West at Brookman Road, east of Hwy 99W. Capacity of the Sherwood Trunk Line Sewer and the Sherwood Pump Station will need to be evaluated as part of the Master Plan update. See Appendix 3D for a map of existing sanitary sewer facilities.

STORMWATER

Existing Conditions

The existing Stormwater Master Plan was completed in June 2007 and is currently being updated. The Master Plan considers all areas within the city limits and the UGB, but not Sherwood West.

The Sherwood West study area lies primarily within the Chicken Creek Drainage Basin. The basin flows north and northeast along Chicken Creek, which bisects the site. Cedar Creek flows into Chicken Creek at the northeast corner of the study area, west of SW Roy Rogers Road. West Fork Chicken Creek enters the site near the northwest boundary, and flows east into Chicken Creek. A small portion of the study area in the southeastern corner is part of the Cedar Creek Drainage Basin. On-site runoff enters Goose Creek, which flows from west to east, crosses under Hwy 99W and reaches Cedar Creek.

The Stormwater Master Plan notes that Chicken and Cedar Creeks have been identified by the Environmental Protection Agency (EPA) as providing habitat for anadromous fish that are listed as threatened under the Federal Endangered Species Act. The study area in the vicinity of Chicken and Cedar Creeks and their tributaries have been designated by Metro as riparian corridors, upland wildlife habitat, and aquatic impact areas. Some areas within the riparian corridors are also shown on the National Wetland Inventory

Opportunities and Constraints

Because the study area is undeveloped, there is no existing stormwater infrastructure on-site. As development occurs in the future, stormwater would likely be discharged into the floodplain of the adjacent creeks and tributaries. The City of Sherwood requires that all stormwater facilities meet the requirements of Clean Water Services Design and Construction Standards for conveyance, water quality treatment, and water quantity treatment. The City has indicated that they prefer to use regional stormwater facilities where possible within this study area. See Appendix 3E for a map of storm drainage basins, creeks, and existing stormwater facilities.

Transportation

Elwert Road from Highway 99W to Scholls-Sherwood Road is currently functioning as a two lane rural arterial. Elwert Road historically was a rural road used primarily for providing transportation access for farm equipment and rural residents. Over time, Elwert Road has become a secondary bypass route for commuter traffic (through trips) traveling between Highway 99W and Scholls-Sherwood Road and Roy Rogers Road, avoiding the intersection signals along the Highway 99W route.

Elwert Road's physical characteristics consist of two 11-foot paved lanes, a straight horizontal alignment, and a vertical alignment consisting of rolling hills that include acute vertical sags and crests which result in poor vertical sight distances and intersection sight distances. Access points onto Elwert Road include several private driveways and seven street intersections (both local and collector). The intersecting streets and their classifications are listed below.

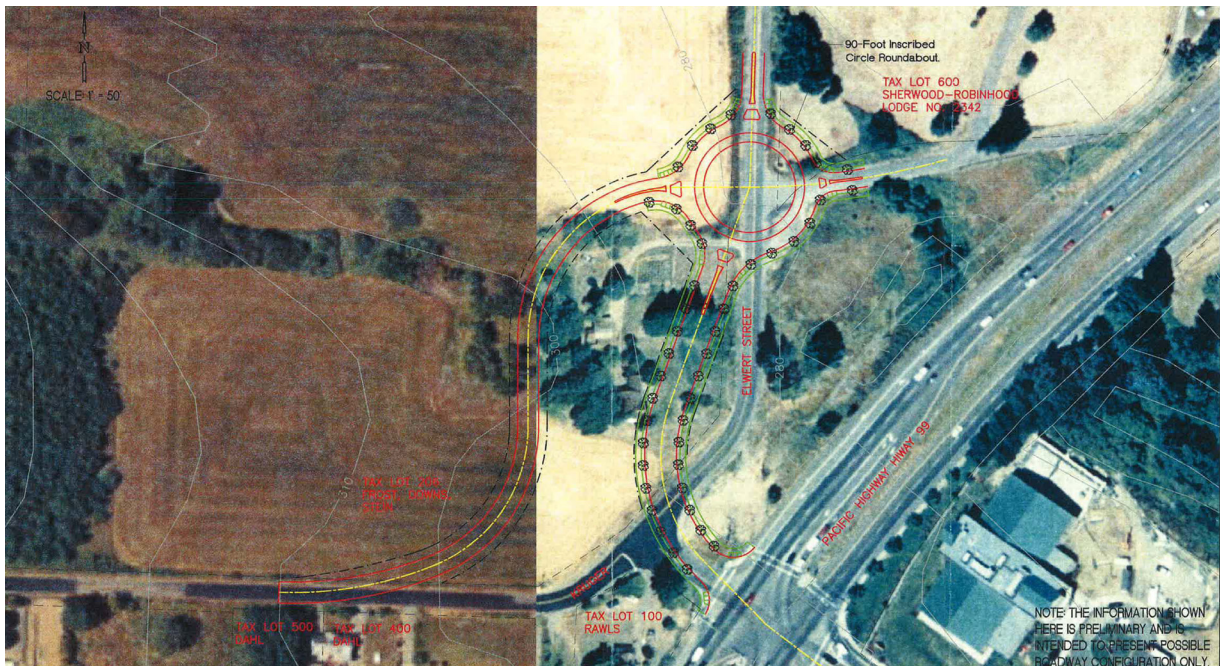
- Kruger Road – Local
- Orchard Hill Road – Local
- Edy Road – Collector
- Schroeder Road – Local
- Haide Road – Local
- Handley Road – Collector
- Conzelmann Road – Local
- Lebeau Road - Local

The City of Sherwood's Transportation System Plan (COS TSP) and Washington County's Transportation System Plan (WACO TSP) coordinated the analysis and results for Elwert Road from the intersection of Highway 99W to the Scholls-Sherwood Road intersection.

Both WACO's and COS's TSP's identify the future build-out condition of Elwert Road as a 3-lane arterial which will include sidewalks and bike lanes on both sides of the road. Appropriately sized arterial roads will allow through trips to remain on the arterial system and discourage use of local streets for cut-through freight traffic routes.

Due to the current adverse vertical alignment condition of Elwert Road, it is anticipated that large cut and fill sections and associated acquisition of additional right-of-way may be needed to bring Elwert Road's alignment (both vertical and horizontal) into conformance with adopted roadway design standards.

The Kruger/Elwert/Sunset Boulevard/Highway 99W intersection is identified in the current Major Streets Transportation Improvement Plan (MSTIP) for reconstruction as a roundabout. This improvement is intended to alleviate the congestion created by inadequate stacking distance and restricted traffic by-pass flow off Highway 99W towards Scholls-Sherwood Road. The intersection improvements are currently scheduled for construction in 2017-2019.



Existing Roundabout Design from the MSTIP

Roadway Access onto Elwert Road. Development of the Sherwood West area would require the creation of a secondary collector road paralleling Elwert Road to provide access for businesses and residential developments. This secondary road alignment could potentially run from Chapman Road north to Edy Road. The crossing of Chicken Creek would be a major obstacle for any road extension to Scholls-Sherwood Road. Ideally, any parallel collector road would reconnect to Elwert Road prior to the Elwert Road/Edy Road intersection. From that point on, the Elwert Road vertical alignment would be reconstructed to correct the vertical curve and sight distance issues. The intersections north of Edy Road include Schroeder Road, Conzelmann Road and Scholls-Sherwood Road. These intersections would likely need to be reconfigured to meet appropriate design standards.

Highway 99W is a state designated freight corridor and limited access highway. It is identified as a principal arterial in both the WACO TSP and COS TSP. Access onto Highway 99W would be coordinated with the Oregon Department of Transportation. The intersections of SW Chapman, SW Brookman and SW Elwert roads will all need to be studied and possibly reconfigured or signalized depending on the amount of traffic generated by future land uses within the area.

Scholls-Sherwood Road is designated as an arterial within the WACO TSP. According to Washington County, rural arterials serve a mix of rural-to-urban and farm-to-market traffic. In some cases rural arterials, especially in rural/urban fringe areas, accommodate significant amounts of urban-to-urban through-traffic during peak commuting time periods. This is not the intended function of the rural arterial designation and is often the result of congestion on urban arterials. Rather, arterials are intended to provide freight movement in support of principal arterials. Arterials have strong access control for cross streets and driveways. There are two intersections along Scholls-Sherwood Road within the study area. As mentioned earlier, the intersection with Elwert Road will require additional study, reconfiguration, and eventual signalization as Sherwood West is developed. The intersection of Roy Rogers Road was recently reconfigured and signalized as a Washington County transportation improvement. Per the current COS TSP standards for arterial roads, new access should be spaced between 600 to 1,000 feet apart.

Roy Rogers Road is designated as an arterial within the WACO TSP. The same standards that apply to Scholls-Sherwood Road would apply to Roy Rogers Road as well.

"I would like to be able to walk to a commercial area - please be sure you plan for a safe pedestrian crossing of Elwert Rd so that my neighbors and I can safely access this area."

-Survey Respondent

Both Edy and Chapman roads are classified as collectors within WACO TSP. Edy Road is also designated a collector street within the COS TSP. Collector streets provide both access and circulation between residential, commercial, industrial and agricultural community areas and the arterial system. Collectors tend to carry fewer motor vehicles than arterials, with reduced travel speeds. Collectors may serve as freight access routes, providing local connections to the arterial network. Generally, collector status roads are intended to connect neighborhoods to nearby centers, corridors, station areas, main streets and nearby destinations in the urban area. In the rural area, collectors are a primary link between the local street system and arterials for freight, people, goods and services. Access control on collectors is moderate, and direct driveway connections are discouraged.

The remaining streets within the study area are classified as local streets within the WACO TSP. Local streets primarily provide direct access to adjacent land. While local streets are not intended to serve through-traffic, the aggregate effect of local street design can impact the effectiveness of the arterial and collector system when local trips are forced onto the arterial street network due to a lack of adequate local street connectivity. Rural local roads have traditionally provided access to a variety of rural land uses including agriculture, forestry, quarry activities, low-density rural residential uses as well as rural commercial and industrial uses. The local streets within the study area are paved with narrow lane widths and roadside ditches to provide drainage. These streets do not include traffic calming measures, sidewalks, or lighting.

Given the terrain, the presence of existing significant natural areas, and the current parcelization of the area, there are likely to be significant costs and challenges with constructing and connecting roadways within the study area. The Street Functional Classification Maps from the WACO TSP and COS TSP are shown in Appendix 3F and 3G, respectively.

Sherwood West: Potential Impacts on the Regional Transportation System

The Sherwood West Concept Plan identifies land use development patterns and associated transportation facilities that are expected within the bounds of the plan area. More work is required to better understand how urban development in Sherwood West will influence regional travel patterns and how growth in this area might change current regional transportation plans. The following provides some preliminary thoughts about the issues and challenges that lie ahead.

Regional Travel Patterns

The primary land use type within the Sherwood West plan area is residential, so commuting traffic will be significant as workers travel to and from their respective job locations. A snapshot of commuter travel patterns was taken from US Census data as of 2013. Today, Sherwood residents primarily travel in the northeast direction to Tigard, Tualatin and Portland, and, to a lesser extent, to the north, to Beaverton, Aloha and Hillsboro for work trips. Far less commuters travel to the south and southwest.

Significant Congestion on Regional Routes

The regional corridors that serve Sherwood's primary commute patterns include SW Roy Rogers Road, Highway 99W and SW Tualatin-Sherwood Road. Each of these facilities operate with heavy congestion during many hours of the day. Continued land development in the south end of the Portland Metro area and, to a lesser extent, Yamhill County, will extend the congested periods on these regional routes to occur for more hours of the day. So, traffic congestion will likely start earlier and last longer.

Some travelers opt to use more rural roads to get to their destinations. For example, SW River Road, SW 175th Avenue and SW Clark Road are popular rural routes into the Aloha and Hillsboro areas from Sherwood. However, these facilities are not intended to be used by high vehicle traffic volumes, and any design constraints often result in safety concerns when heavily used (for example sharp corners on SW 175th Avenue). Washington County is challenged to keep up with growth in urban traffic using rural facilities. For example, the County recently installed traffic signals at several intersections on SW Roy Rogers Road to address safety concerns on that corridor. Transit services are available only on Highway 99W at this time. However, buses are subject to the same congestion and delays that are experienced by other regional travelers, which makes it a less attractive travel option. No additional transit services are planned on other regional routes in this area.

Future Solutions

As the region grows, long-range transportation plans have considered a variety of solutions to address the severe congestion on regional highways and arterials in the south Metro area. Oregon land use law places limitations on transportation systems outside of the UGB. In order for roads to be improved up to urban standards, they must be within the UGB. Increasing roadway capacity for autos and trucks can be prohibitively expensive. Transportation service providers are turning to better system management tools, such as the travel time displays on Highway 99W to inform travelers of real time traffic conditions.

High capacity transit services were considered on the Highway 99W corridor as part of the SW Corridor Planning work led by Metro and ODOT. At this time, the most promising option is to upgrade transit service frequency and quality to be more competitive with general auto travel.

Parks and Trails

Adopted in October 2006, the Parks and Recreation Master Plan conducted a comprehensive review of existing recreation facilities and land resources, and developed goals, objectives, and actions to implement long term strategies for future park development, preservation, design, and funding mechanisms. Key recommendations of the plan include completion of the community trail system and expansion of recreation opportunities such as construction of a skate park.

The Master Plan analyzed lands and facilities in the Sherwood city limits and includes mention of the Tualatin River National Wildlife Refuge (about 1 mile north of the city). At its nearest point, the Wildlife Refuge is less than a quarter-mile from the northeast point of the Sherwood West study area. Within the city limits, Sherwood manages over 300 acres of open space including most of the 100-year floodplain along Cedar Creek and portions along Rock Creek.

In total, 6.5 miles of paved multi-use trails are present in the City's existing open space system. Existing hard surface trails terminate at Highway 99 just south of Sunset Boulevard and approximately 600 feet to the north at Highway 99 in the greenway north of the Sherwood YMCA. These are the closest multi-use trail connections to the Sherwood West study area. The planned Ice Age Tonquin Trail alignment will parallel Roy Rodgers Road at the northeast edge of the study area. The future trail will traverse through Sherwood along Cedar Creek and connect to the Tualatin River National Wildlife Refuge. The completed Tonquin Trail system will link the cities of Sherwood, Tualatin, and Wilsonville.

There are no formal multi-use trails or parks in Sherwood West. Chicken Creek forms a natural greenway flowing southwest to northeast through the study area, eventually draining to the Tualatin River via Cedar Creek. The Cedar Creek greenway through the city connects at Chicken Creek. West Fork Chicken Creek and Goose Creek form smaller natural greenways in the central and southeast portions of the study area, respectively. Upper Chicken Creek, a 38-acre Metro-owned natural area, is located just outside the study area and abuts its western edge south of Kruger Road.



Stella Olson Memorial Park, Sherwood Oregon

While the Parks Master Plan does not detail needs for the Sherwood West area, Chapter 5 of the Sherwood Comprehensive Plan establishes minimum standards for parks and open space. Those minimum standards are summarized in the following Table 3.

Table 3. Guidelines for Providing Parks, Recreation and Trail Facilities in Sherwood

| TYPE | SIZE | LEVEL OF SERVICE |
|---------------------------------------|---|---|
| Tot Lots/ Mini-Parks | 2,400 sq. ft. to 1 acre in size | Minimum of 1 acre to serve needs of 1,000 people |
| Neighborhood Parks | 2-5 acres in size | Minimum of 1 acre to serve needs of 500 people or 1 park to a neighborhood of 2,000 to 4,000 people |
| Community Park | 10-25 acres in size | Minimum of 1 acre to serve needs of 1,000 people or 1 park to a community of 20-25,000 people |
| General Open Space – Greenway | variable depending on location | Acres per population density is variable but intended to serve entire community |
| Natural Trails and Scenic Pathways | average of 1-2 miles long use intensity ~50 people/day | These typically border transportation and utility corridors, floodplains and other areas of natural and scenic value |
| Conservation Management Area | not specified | These generally consist of areas within the 100-year flood plain that are described as wetlands, marsh, bogs, and ponds, and includes all creek and natural drainage ways |

The Comprehensive Plan emphasizes that park facilities must be accessible and central to the population it serves. For example, the service area of a neighborhood park is considered to be ½-mile in radius.

Cedar Creek Trail

The Cedar Creek Trail is a planned off-street multi-modal hard surface trail approximately 12 feet wide that begins on the eastern edge of Sherwood at the Murdock/Oregon Street roundabout and runs parallel to the Cedar Creek Trail generally through the center of town and the Cedar Creek corridor north to SW Roy Rogers Road. The City received a federal Regional Flexible Fund grant for design and construction of portions of trail. The project segment from Oregon Street to the SW Meinecke-99W intersection is in the design phase and will be constructed in 2017. Funds are available to include an additional pedestrian/bicycle marked at-grade crossing at the signal at SW Meinecke-Highway 99W, to serve as a short-term solution to better connect pedestrians and bicyclists on both sides of 99W.

The long-term plans for the Cedar Creek Trail include a direct connection with an over or undercrossing of 99W within the Cedar Creek corridor, seamlessly connecting both sides of the Highway with a multi-modal shared use pathway. The City is planning the final alignment within the Cedar Creek corridor north of Highway 99W to Roy Rogers, but construction funds have not been allocated for this segment at this time. The Cedar Creek Trail is a section of the Metro Regional Ice Age Tonquin Trail, a 15-mile planned trail that will one day pass through Wilsonville, Tualatin, Sherwood and parts of Washington and Clackamas County

Ultimately, the intention is to connect the Cedar Creek Trail to the Tualatin River National Wildlife Refuge western parking area, just outside of city limits to the north. The Cedar Creek Trail will be able to connect with the planned trail network within the Sherwood West planning area. Specifically, Cedar Creek flows into Chicken Creek and there is an opportunity to connect the trail system near their confluence with a multi-modal trail linking the City’s trail network to Sherwood West. By adding this integral connection point, the entire Sherwood West community may safely walk or bike to all points within the City using the trail network within Sherwood West by linking to the Cedar Creek Trail.

Environment and Natural Resources

FLOODPLAINS

There is a defined 100-year floodplain for a portion of Chicken Creek and West Fork Chicken Creek within Sherwood West (Figure 6). The floodplain for Cedar Creek at its intersection with Chicken Creek is also defined. These floodplain areas currently appear to be natural greenways within the study area. The upper reaches of Chicken Creek and Goose Creek do not have available flood study data.

WETLANDS

National Wetland Inventory (NWI)-mapped wetlands in the study area are most prominent along the riparian corridor of Chicken Creek. Three smaller wetland areas are also shown outside this corridor—two near Chicken Creek and one near the headwaters of Goose Creek. In total, the NWI-mapped wetlands comprise just over 31 acres within the study area. The local wetland inventory from Metro is identical to the NWI.

Additional areas of wetlands are also likely present within the study area. These wetlands would most likely occur along smaller tributaries of Chicken Creek, Cedar Creek and Goose Creek as well as in areas of mapped hydric soils. The Natural Resources Conservation Service (NRCS) maps three hydric soil series within the study area: Wapato silty clay loam, Huberly silt loam, and Delena silt loam. Wapato soils occur within the floodplains of the major streams within the study area; Huberly soils occur on stream terraces and in the agricultural fields in the northern portion of the study area; and Delena soils occur in swales in the upper portions of the watersheds. Additional wetlands are likely present within areas of mapped hydric soils. An inventory would be necessary to determine the likely extent of these wetlands. Wetlands, streams, and natural waterbodies would also have a buffer regulated by Clean Water Services (CWS). These buffers generally extend up to 50 feet from the boundary of the sensitive area, but may extend farther in areas where slopes greater than 25% occur adjacent to the sensitive area.

SLOPE HAZARD

Steep slopes (25% and greater) in Sherwood West are defined along drainage corridors for Chicken Creek, West Fork Chicken Creek, Goose Creek, and their tributaries (Figure 7).

The steeper slopes are linear along the banks of these drainage ways. In addition, a higher point in the southwest portion of the study area has slopes that exceed 25%. Generally, the study area has an undulating form but not drastic changes in terrain relief. Slope analysis in GIS calculated the results shown below in Table 4 (acreages clipped to the Sherwood West boundary).

Table 4. Summary of Slope Hazard Area within the Study Area

| SLOPE (%) | AREA (acres) | PORTION OF STUDY AREA (%) |
|--------------|--------------|---------------------------|
| 0-10 | 862 | 67 |
| 10-15 | 220 | 17 |
| 15-20 | 92 | 7 |
| 20-25 | 54 | 4 |
| >25 | 63 | 5 |
| TOTAL | 1,291 | 100 |

ENDANGERED AND THREATENED SPECIES

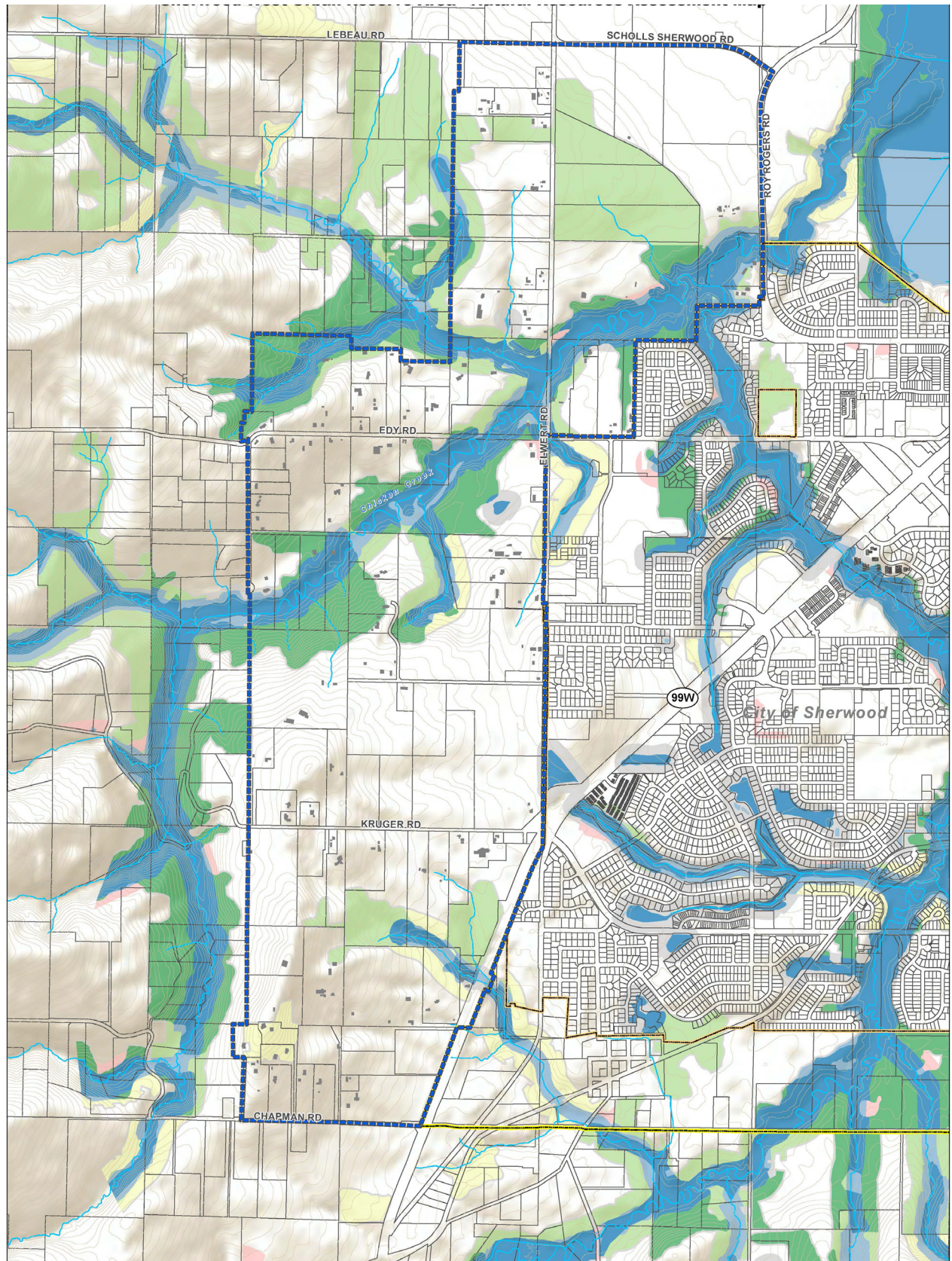
Endangered and threatened species may occur within the study area if suitable habitat is present. Data from the Oregon Biodiversity Information Center (ORBIC) indicates that one federally listed fish and one state-listed plant have been documented within two miles of the study area. Steelhead (*Oncorhynchus mykiss*), which is federally listed as threatened, is known to occur in Chicken Creek and Cedar Creek. White rock larkspur (*Delphinium leucophaeum*), which is state-listed as endangered, is known to occur to the south of the study area and could occur within the study area if suitable habitat exists.

The U.S. Fish and Wildlife Service (USFWS) lists nine additional federally listed endangered, threatened, and candidate species that are known or suspected to occur in Washington County (Table 5). None of these species are known to occur within the study area, but they could occur if suitable habitat is present. An inventory of the study area would be necessary to document the occurrence of these species or the presence/absence of suitable habitat within the study area.

Table 5. Endangered and Threatened Species

| Common Name | Scientific Name | Status | Comments |
|-------------------------|---|------------|---------------------|
| Yellow-billed cuckoo | <i>Coccyzus americanus</i> | Threatened | |
| Northern spotted owl | <i>Strix occidentalis caurinus</i> | Threatened | Habitat not present |
| Marbled murrelet | <i>Brachyrhamphus marmoratus</i> | Threatened | Habitat not present |
| Streaked horned lark | <i>Eremophila alpestris strigata</i> | Threatened | |
| Nelson's checkermallow | <i>Sidalcea nelsoniana</i> | Threatened | |
| Willamette daisy | <i>Erigeron decumbens</i> var. <i>decumbens</i> | Endangered | |
| Kincaid's lupine | <i>Lupinus sulphureus</i> ssp. <i>kincaidii</i> | Threatened | |
| Fender's blue butterfly | <i>Icaricia icarioides fender</i> | Endangered | |
| Red tree vole | <i>Arborimus longicaudus</i> | Candidate | |

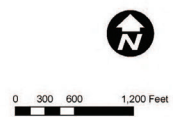
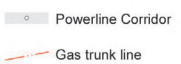
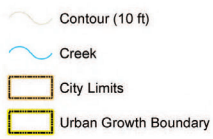
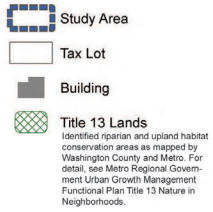
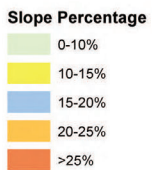
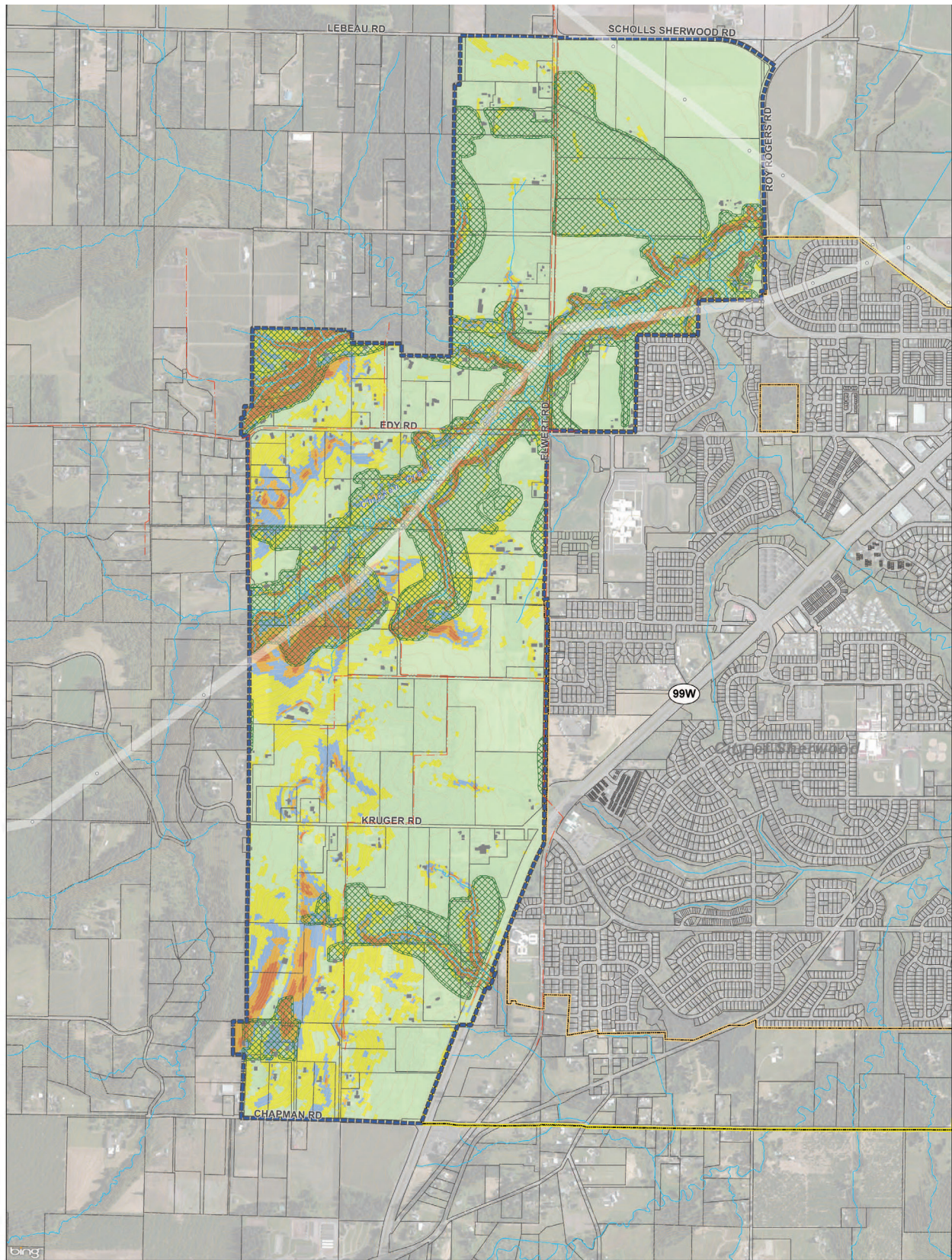
Figure 6. Floodplains and Wetlands (Title 13 Lands Inventory), Sherwood West



| | | | | | |
|--|---------|---|--------------|-----------------|-------------|
| Title 13 Inventory | | Riparian Wildlife Habitat Quality | | Study Area | City Limits |
| Upland Wildlife Habitat Quality | | Class I | Class II | Tax Lot | UGB |
| Class A | Class B | Class III | Other | Building | |
| Class C | | Areas where nearby activities have an impact on resources | | Contour (10 ft) | |
| | | | | Creek | |



Figure 7. Slope Hazard, Sherwood West



May 27, 2015

DISCLAIMER: NOT FOR CONSTRUCTION; FOR PLANNING PURPOSES ONLY

Landform Analysis

Throughout the Sherwood West Planning Process, citizens and stakeholders have highlighted Sherwood’s small-town character as the leading identifier to help describe the quality of life. In Section III, The Sherwood Growth Story, we raised the idea that this character could be related to the fact that Sherwood is comprised of a series of walkable neighborhoods. In the following chapter we explore this idea further as we take a closer look at the landscape upon which the community was built. The paradox we attempted to explain is this: How is it possible that the Sherwood community consistently describes itself as “small-town”, despite its booming expansion from 3,000 to nearly 19,000 people in just over 20 years? How can Sherwood hold on to this identity, character and quality as it continues to grow?

DOMINANT LANDFORMS

To better understand the underlying topography we first studied a variety of maps at different scales. The first map we looked at came from the State of Oregon’s ESRI data viewer. The map shows Sherwood in a slightly larger context to include the surrounding communities of Newberg, Wilsonville and Tualatin. There is a clear separation between the cities and dramatic landforms in between. The shaded relief character of the map clearly shows a wide variety of topographies: rivers, flat flood plains, creeks and hills. These landscape forms play a crucial role in Sherwood’s location relative to its neighbors. We recognize four main land forms, as shown in Figure 8. By accentuating the hillsides with shading, a pattern of steep hillsides, moderate hillsides and flat lands appears. From this particular map it is clear to see that Sherwood settled on a flat plain adjacent to a system of creeks and is surrounded by hills to the east, west and south, and the flat floodplain of the Tualatin River to the north. Sherwood settled in the middle of a landscape that is highly varied and quite stunning in its characteristics.



The Chehalem Mountains to the West, as seen from Synder Park



Tonquin Scablands to the east, as seen from Tualatin/Sherwood Road



Tualatin River as seen from Roy Rogers Road

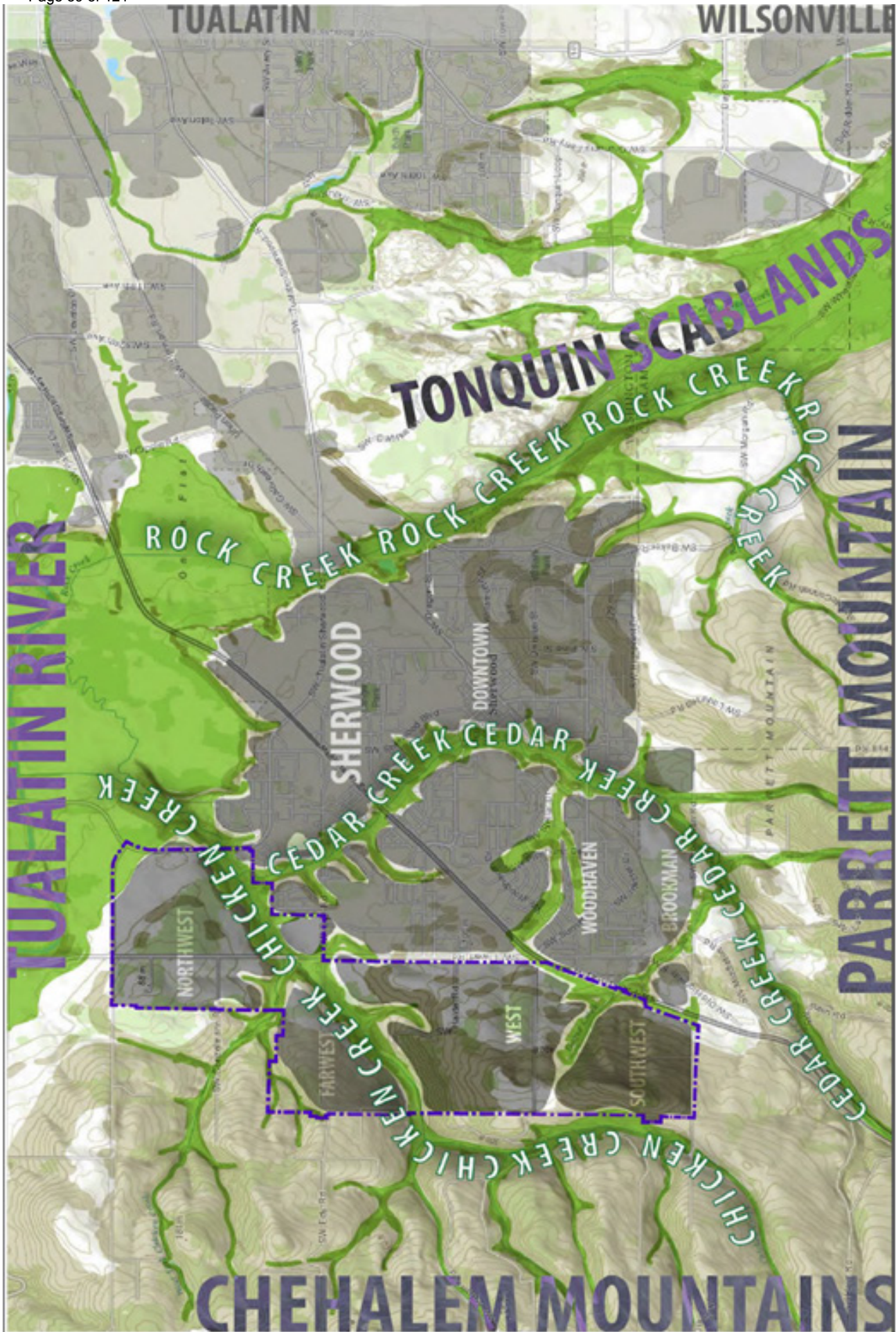
Images from Google



Parrett Mountain, as seen driving south on Highway 99W at Chapman Road



Figure 8. Sherwood's Dominant Landforms



What unites these four landforms is water. Precipitation falling on the landscape finds its way to the lowest point of the Tualatin Valley, carving out canyons, valleys and stream beds along the way. This process provides the final key landscape ingredient: creeks. Sherwood is characterized by its relationship with three significant creeks:

- 1. Cedar Creek:** providing the origin of Sherwood. It runs through the entire town, providing distinct places along the way such as Stella Olson Park and the “gateways” into Sherwood where it crosses 99W.
- 2. Rock Creek:** the natural organic boundary to the east side of Sherwood. It runs through the Tonquin Scablands, a valley that resulted from erosion and scouring during seasons of thawing and freezing in the last ice-age. Crossing Rock Creek creates several distinct gateways, like at the Oregon Street/Murdock Road Roundabout.
- 3. Chicken Creek:** on the west side of Sherwood and an important part of the Sherwood West Study area. Chicken Creek provides extremely valuable fish habitat and is very visible from Elwert Road but also from Roy Rogers Road where it creates another natural “gateway”.

Eventually all three creeks find their way to the Tualatin River. The river’s floodplain is relatively flat, forming a wide open landscape with territorial views of Mount Hood and the Cascade Range.

A LANDSCAPE BASED URBAN FORM

Over time, Sherwood nestled itself into this landscape, by occupying pockets between creek branches and bounded by steeper hillsides. The resulting urban form is broken up into smaller, neighborhood-sized fragments, connected by stream corridors and adjacent trails. Nearly every resident is only a short walk away from nature, thus defining a connection with nature as the most dominant sense of place.

Sherwood West offers similar conditions for neighborhood-sized, landform based “place-making” that is in line with Sherwood’s existing identity. The interface between future urban areas and existing natural environment will be a defining quality of Sherwood. How we plan for this interface today will have major implications on the character of our community tomorrow.

PLANNING AREA LANDFORM BASED SUB-DISTRICTS

In the Sherwood West Area, four distinct sub-areas are recognized within the dramatic landscape of the creeks, hills and valleys. For the purpose of identification only, they have been given the following working-titles:

- **The North District:** south of Scholls-Sherwood road, north of Chicken Creek
- **The West District:** in the middle of the planning area, directly west of Elwert Road and east of Chicken Creek
- **The Far West District:** west of Chicken Creek and adjacent to Edy Road
- **The Southwest District:** north of Chapman Road and south of Goose Creek (a tributary to Cedar Creek)

Each of these districts is defined by strong landforms, but the most significant feature is Chicken Creek. Chicken Creek forms the western edge of the southwest and west districts, before it turns east to cross and divide the entire Sherwood West planning area. The

northwest and far-west districts are on the other side of Chicken Creek, compared to the rest of Sherwood. Crossing Chicken Creek for urban development is not only challenging from an infrastructure point of view, it also presents a psychological threshold of sorts. By crossing the natural topographical boundary, Sherwood would quite literally jump over a threshold and move into territory that has less clear (and near) boundaries. The decision to expand across Chicken Creek should be carefully considered as such development could open the door to future urban expansions beyond Sherwood West, which could challenge Sherwood's small-scale character.

IDENTITY

Sherwood is special. It is not like any other place in the Portland Metropolitan Area. Its landscape setting truly sets it apart from anywhere else: Newberg is on the other side of the Chehalem Mountains; Wilsonville is across Parrot Mountain; Tualatin is across the Tonquin Scablands, and Tigard and Beaverton are across the Tualatin River and its associated floodplain.

It is this sense of separation that creates the unique character and identity of Sherwood. This character was expressed and valued by the majority of the people that engaged with this project. Throughout the process it has become clear that this is the identity that should form the blue print for the future of Sherwood.

For over a century, Sherwood has been uniquely shaped by its relationship to the landscape and the creeks in particular. As Sherwood evolves and grows, it seems prudent to continue cultivating the quality of life that this relationship brings to the community. These geographic and quality of life assets are the foundation of Sherwood's special identity. These assets deserve to be retained and celebrated.



Sunset Boulevard, Sherwood Oregon



VI. Sherwood West Preliminary Concept Plan

The Sherwood West Preliminary Concept Plan is the result of significant input from the community, technical advisors, stakeholders and City staff. The Plan builds upon a collective process in which we:

- Identified existing conditions and key opportunities;
- Developed a vision, set goals and proposed evaluation criteria;
- Designed alternative concept plan scenarios;
- And considered the relative merits of each scenario and the key features that best represent the goals and objectives of Sherwood West.

Development of Alternatives

We crafted three draft alternatives to reflect a wide range of ideas in collaboration with the Community Advisory Committee, the Technical Advisory Committee, City staff and the community. The alternatives were intended to explore and compare a variety of ideas in order to solicit preferences for individual and collective plan elements to be combined and advanced into a single preferred alternative. Each alternative recognized the four distinct sub-areas: the North District, West District, Far West District and the Southwest District. See Appendix 5 for a map of each alternative and their supporting narrative.

Preferred Alternative

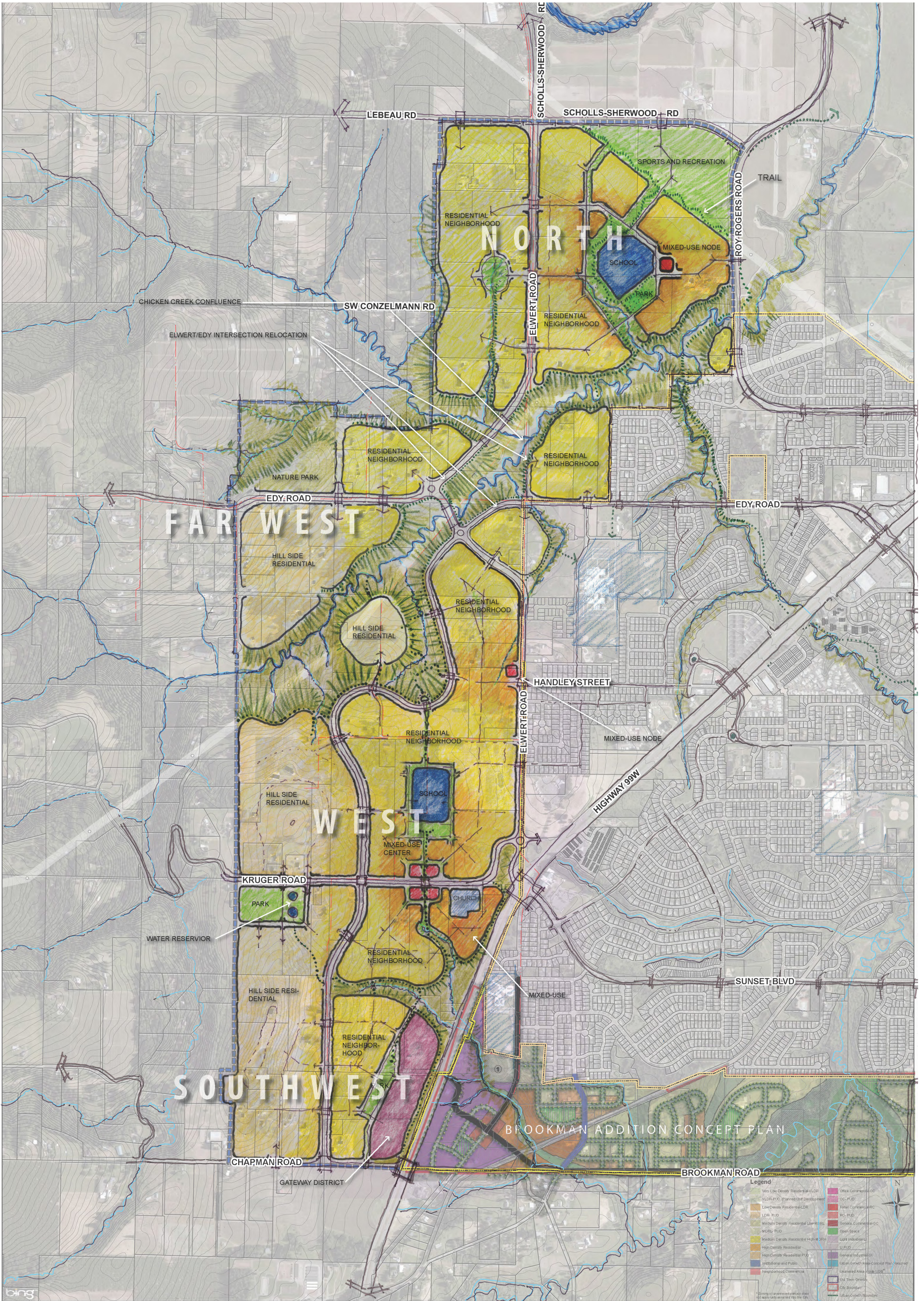
The resulting Preferred Alternative is crafted in response to guidance received from stakeholders, technical advisers, City staff and the community on the three alternatives. The Plan directly builds upon the landform analysis and the area's existing conditions, which strongly suggests that the unique identity of Sherwood is defined by its walkable neighborhoods, "nestled" into the rich landscape of creeks, hillsides and valleys. Sherwood's landscape continues to offer direction for future urban growth based on existing characteristics.

Recognizing that the Plan may be subject to revisions over time, it is illustrated in a way that emphasizes its fluidity and conceptual nature. The Plan carries forward two transportation options (Option 1 and 2) to reflect the impact of the intersection alignment of SW Edy and SW Elwert Roads, which is the largest potential transportation development in Sherwood West (Figure 9.1 and 9.2).

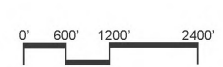


CAC members and Sherwood residents at the final community Open House in October, 2015.

Figure 9.1 Sherwood West Preliminary Concept Plan, Option 1



- LEGEND**
- RESIDENTIAL - HILLSIDE
 - RESIDENTIAL - NEIGHBORHOOD
 - RESIDENTIAL - NEIGHBORHOOD
 - RESIDENTIAL - MIXED-USE
 - MIXED USE COMMERCIAL
 - GATEWAY DISTRICT
 - SCHOOL
 - CHURCH
 - PARK/OPEN SPACE
 - CREEK CORRIDOR OPEN SPACE
 - TRAIL

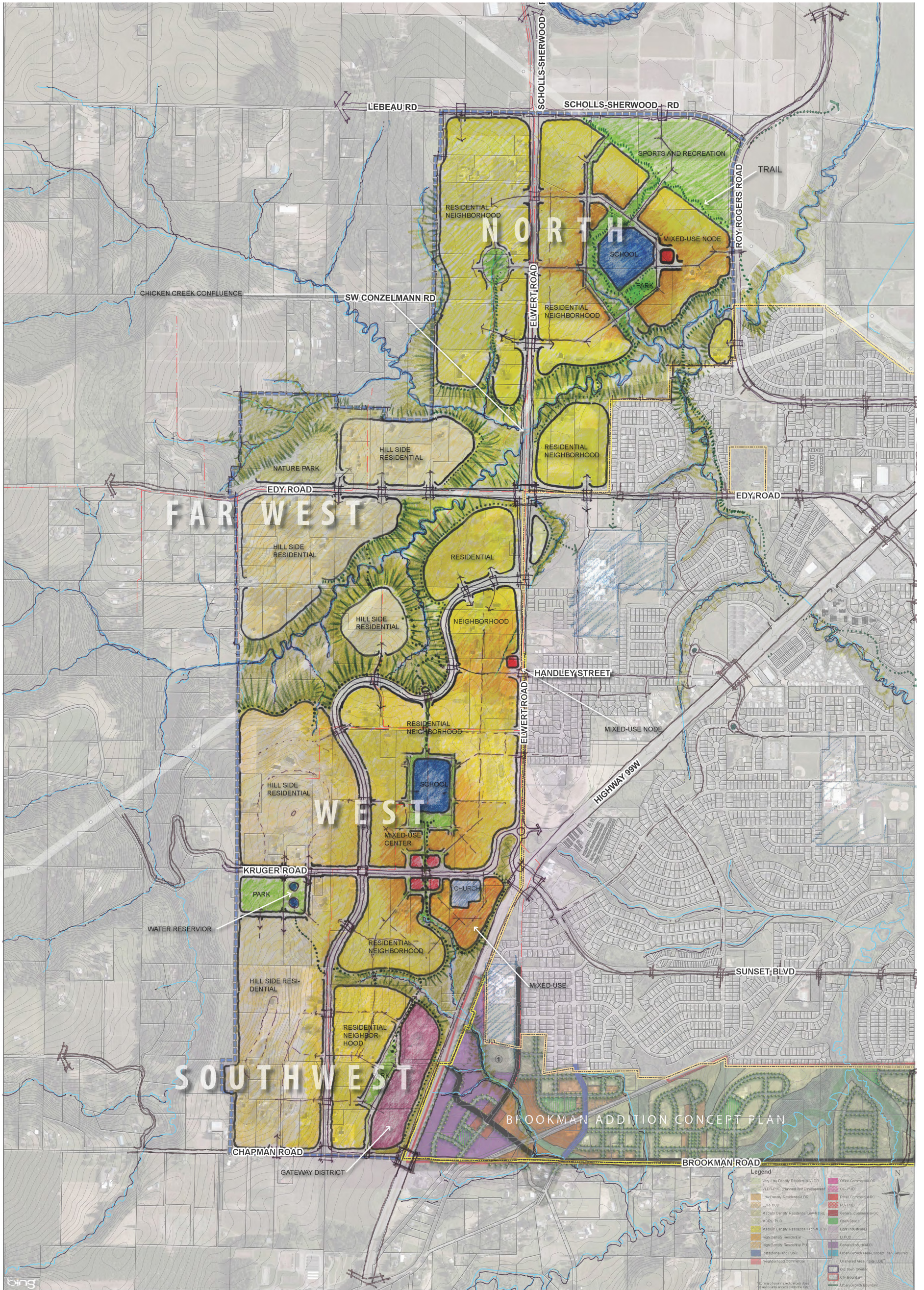


SHERWOOD WEST PRELIMINARY CONCEPT PLAN, OPTION 1

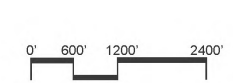
Disclaimer: This is a preliminary concept plan only and subject to change and future refinement. This drawing is illustrative and for planning purposes only. This plan should not be relied upon as a representation express or implied, of the final size, location or dimensions of any particular land use or future City of Sherwood zoning designations.

Note the color legend differs for the Brookman Addition Concept Plan

Figure 9.2 Sherwood West Preliminary Concept Plan, Option 2



- LEGEND**
- RESIDENTIAL - HILLSIDE
 - RESIDENTIAL - NEIGHBORHOOD
 - RESIDENTIAL - NEIGHBORHOOD
 - RESIDENTIAL - MIXED-USE
 - MIXED USE COMMERCIAL
 - GATEWAY DISTRICT
 - SCHOOL
 - CHURCH
 - PARK/OPEN SPACE
 - CREEK CORRIDOR OPEN SPACE
 - TRAIL



SHERWOOD WEST PRELIMINARY CONCEPT PLAN, OPTION 2

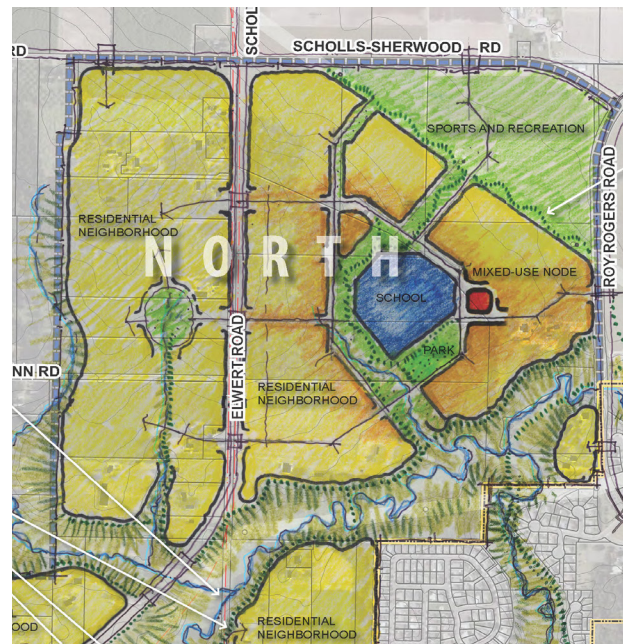
Disclaimer: This is a preliminary concept plan only and subject to change and future refinement. This drawing is illustrative and for planning purposes only. This plan should not be relied upon as a representation express or implied, of the final size, location or dimensions of any particular land use or future City of Sherwood zoning designations.

Note the color legend differs for the Brookman Addition Concept Plan

In Sherwood West, each of the four (4) distinct sub-areas is recognized as having unique qualities within the dramatic landscape of these creeks, hills and valleys. These districts are discussed below as they are shown in Option 1 of the Sherwood West Preliminary Concept Plan (Figure 9.1).

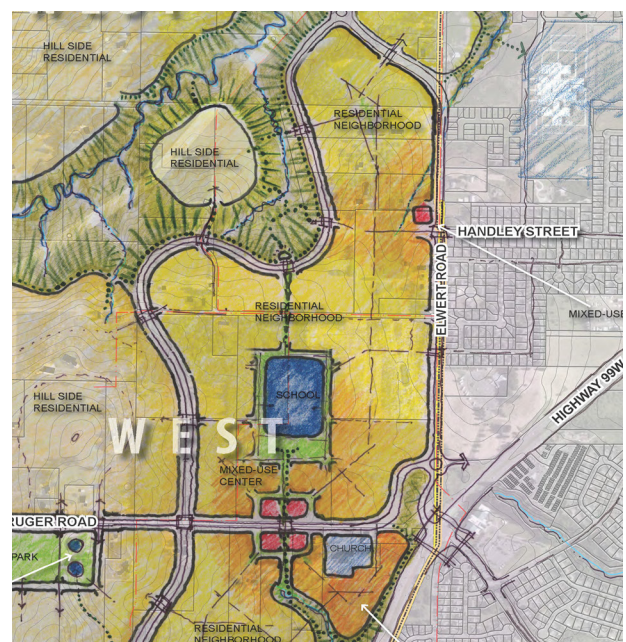
The North District is a mixed-housing neighborhood organized around a new school, neighborhood park and mixed-use node. Residential intensities transition from center to edge of the neighborhood. The corner of Roy Rogers and Scholls/Sherwood Road is envisioned as a sports and recreation area that serves the City of Sherwood but allows easy access to visiting athletes from elsewhere in the region. This center could include many services, such as indoor and outdoor sports facilities and arenas, a community pool and other recreational spaces that cater to both children and adults.

The location of the sports and recreation area on the edge of town offers both local (non-motorized) access from the adjacent neighborhood, as well as vehicular access from the adjacent arterial network. The neighborhood park connects the sports and recreation area with the school and a trail along a Chicken Creek branch. Residential housing is oriented towards the collective open space. West of Elwert Road, residences are organized around a smaller neighborhood park that marks the high point of a topographic ridge. The headwaters provide the terminus for a second Chicken Creek branch trail. These trails connect to parks, other natural features and the larger, city wide trails system.

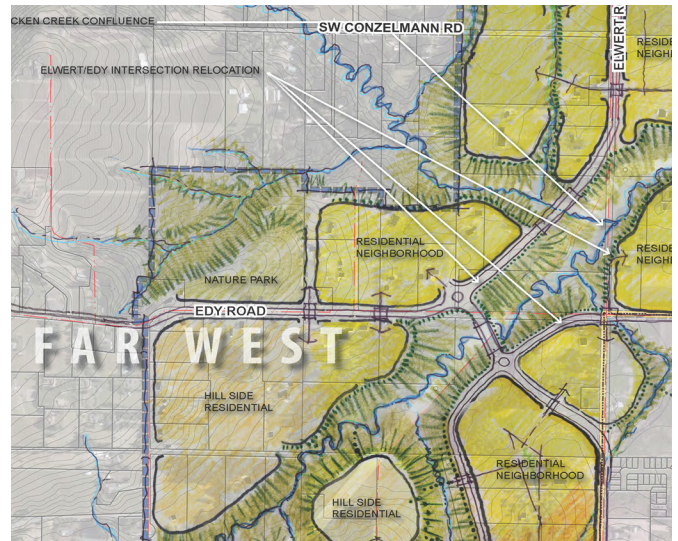


“I love the community surrounding the school and park and really like the athletic fields - this is needed in Sherwood. I also like the trail connectivity between the schools, homes and athletic fields.” -Survey Respondent

The West District is a mixed-housing district organized around a new school, neighborhood park and mixed-use center. A new neighborhood connector street paralleling Elwert serves the neighborhood from the west side. The road follows the break in topography to create an area for residential development that is anchored by the school site. Housing intensities transition out from this mixed-use center (high to low) with hillside residential on the higher and steeper slopes. Elwert Road is envisioned to be a multi-modal boulevard and extension of Sunset Boulevard, east of Highway 99W. The intersection of Kruger, Elwert and Highway 99W is reconfigured with a roundabout that conforms to the existing City of Sherwood and Washington County Transportation System Plans.

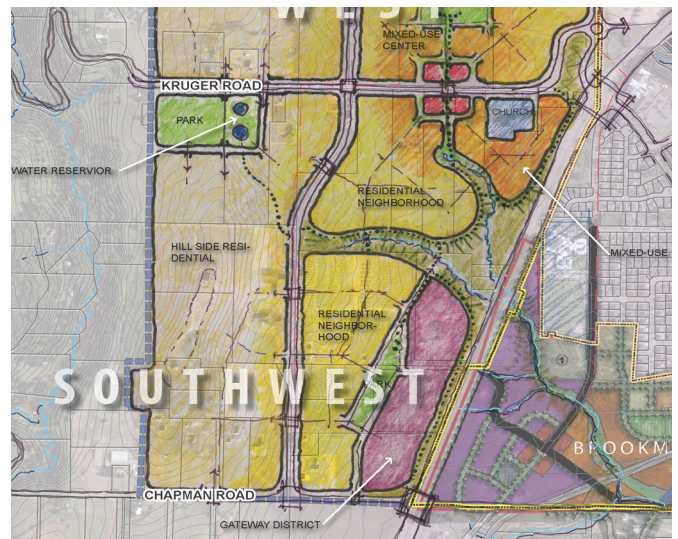


The Far West District includes a mixed residential neighborhood with the higher and steeper elevations envisioned to be hillside residential. The northeast corner of this district is set aside for a nature park to capitalize on the existing habitat values and sensitive topography. Stream corridor buffers are generous to reflect community priorities for natural feature protection, recreation and connectivity. While the width of these corridors may be reduced in refinement planning stages to reflect regulatory constraints, the recreational features such as trails would remain within the corridor.



Option 1 of the Plan shows the intersection of Edy and Elwert Road in a new proposed location to reduce the impact of infrastructure improvements (road widening) on sensitive creek confluences, as shown in the adjacent graphic. This shift offers the additional benefit of potentially discouraging regional freight traffic that seeks an alternative north-south route to Highway 99W. Initial cost estimates for improvements to the Edy/Elwert intersection show that the proposed realignment would be more cost-effective than improving the existing roads in their current location. However, because this realignment requires further study, Option 2 of the Plan shows the intersection in its original location for purposes of comparison.

The Southwest District is a mostly residential neighborhood with varying intensities and hillside residential on the higher and steeper elevations slopes. This district includes a “Gateway to Wine Country” adjacent to Highway 99W that could facilitate unique opportunities based on Sherwood’s geographic location relative to surrounding wineries: tourism, lodging, a visitor center and other wine industry and agricultural-related commercial uses. An integral trail system is included to provide safe, convenient and comfortable non-motorized connections between all districts and existing Sherwood destinations, including the historic downtown.



Gateway to Wine Country

The Gateway District shown in the Sherwood West Preliminary Concept Plan is appropriately named: along Highway 99, Sherwood transitions the Portland metropolitan area into the Willamette Valley’s wine country. Situated at this entry point, Sherwood has an opportunity to capitalize on visitors entering or leaving wine country on Highway 99, and draw more heavily on the regional tourist market. To tailor services to the growing wine and specialty agriculture tourism industry, the Gateway District could have lodging appropriate for tourists, tasting rooms, a restaurant, coffee shop and boutique oriented around a central plaza. In Walla Walla, Washington, the Walla Walla Incubators provide an interesting example of the kind of development that could be paired with restaurants, lodging, and small retail shops to comprise Sherwood’s Gateway District.

Because this specific opportunity has not been studied, more market analysis and building design will be necessary before planning and implementation of the Gateway District. See Appendix 7: Retail/Commercial Implementation for more information.

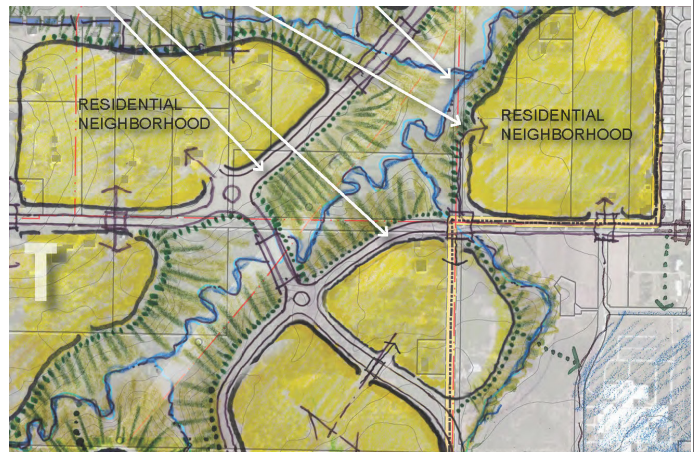
SW Edy/SW Elwert Road Interception Pros and Cons

The intersection alignment of SW Edy and SW Elwert Roads is the largest potential transportation development in the Sherwood West Preliminary Concept Plan. An analysis of how this intersection will be handled was predicated on the development of realistic options and a comparison of the pros and cons of any developed alternative. Two preferred options were identified and analyzed with respect to constructability, construction costs, and environmental impacts.

Option 1

Option 1 consists of realigning SW Elwert Road and SW Edy Road to cross two Chicken Creek tributary streams at the narrowest points in order to reduce or eliminate wetland mitigation issues. The realignment also eliminates the excessive fills within the SW Elwert/SW Edy Road intersection and follows the existing terrain. Option 1 will require construction of structural bridging and acquisition of right-of-way to accommodate the realignment of SW Elwert Road.

The realignment of SW Elwert Road will include the construction of roundabouts at major intersections, such as with SW Edy Road. The combination of roundabouts and curved alignments would likely discourage freight traffic usage of the road and reduce speeds of commuter traffic while still allowing significant local residential and commuter traffic flow.



Option 1

This option has the benefit of flexibility relative to site development. The need to initiate this project would be predicated on the development of the North District. The North District has significant site development items (e.g. school, regional athletic facility) that would require and be able to cover the majority of the cost of constructing the improvements due to the availability of government funding options. The realignment has the benefit of taking advantage of minimizing environmental impacts and impeding the use of the route to freight traffic. Construction of this option will also allow the existing SW Elwert/SW Edy Road alignments and intersection to remain in use until construction of the realigned roadway is nearly complete. Analysis of the estimated construction costs indicate that this option, although expensive, has the least cost and impact to local and commuter traffic during construction.

Option 2

Option 2 consists of correcting the vertical alignment of the SW Edy/SW Elwert Road intersection to meet American Association of State Highway and Transportation Officials (AASHTO) design standards. This means raising the road elevation (approximately 10-20 feet) to flatten the rolling topography for safer stopping sight distances at intersections. The impacts from the intersection along SW Elwert Road from this action extend for approximately 2,050 feet, and approximately 790 feet along SW Edy Road.

By raising the road along this length, there would be impacts to the existing right-of-way and adjacent wetlands due to the need for additional fill. It is estimated that an additional 20 to 40 feet (30 foot average) of right-of-way would be required to account for fill slope. Additionally, the existing culvert crossing would most likely need to be updated to meet future Clean Water Services (CWS), Environmental Protection Agency (EPA), United States Army Corps of Engineers (USACE) and Oregon Department of Fish and Wildlife (ODFW) requirements.



Option 2

Option 2 does lend itself to phased development in conjunction with the North District for the same reasoning as Option 1. However, reconstruction of SW Elwert Road would likely require complete closure of the roadway to through traffic until the roadway completion. This would have a definite negative impact to local and commuter traffic during the anticipated 1 to 2 year construction phase.

Analysis of the estimated construction costs indicate that this option is the most expensive due to the required mitigation of environmental impacts, and would have the greatest impact to local and commuter traffic during construction. Please see Appendix 8 for the full Transportation Options Alternative Analysis Report.

Evaluating the Preferred Alternative

The planning process began with crafting a vision for Sherwood West. With careful guidance from the community, a set of goals and evaluation criteria were created to help weigh the relative merits of each alternative concept plan and the key features that best represent the vision for Sherwood West. The vision is shown below:

“Sherwood West complements the City’s form and small town character through an integrated and continued pattern of the community’s most valued neighborhoods. Through a range of well-designed housing options and protected natural areas, Sherwood West is a great place for families. It helps satisfy the City’s need for well-planned growth and other community needs. Designed as a complete community, development is orderly, attractive and protects views. The area is well administered and development contributes to the fiscal health of Sherwood.”

Table 6 shows how well the Preferred Alternative meets each of the six goals for Sherwood West, as well as the criteria used to evaluate the Plan’s performance. A high mark indicates outstanding performance, going above and beyond the evaluation criteria to meet the goal. A medium mark indicates good performance, where the Plan meets the criteria but may need more work to meet the goal. Finally, a low mark indicates that the Plan’s performance is satisfactory but it must incorporate additional considerations to meet the goal.



CAC Members discussing Sherwood West using a hands-on map activity

Table 6. Evaluation of Preferred Concept Plan

| GOAL | Evaluation Criteria | High | Med | Low | Comments |
|--|--|------|-----|-----|--|
| Growth is well-planned | <ul style="list-style-type: none"> • Neighborhoods are phased adjacent to existing development • Well phased extension of services • Connectivity | | | | <ul style="list-style-type: none"> • Neighborhoods are well connected and build upon adjacent development, yet will rely on a coordinated extension of infrastructure services. |
| Design includes complete community attributes | <ul style="list-style-type: none"> • Incorporates nature • Neighborhood retail • Provides amenities that cannot be located in existing Sherwood | | | | <ul style="list-style-type: none"> • A “Gateway to Wine Country” could help facilitate tourism opportunities through lodging, a visitor center and wine-related commercial uses. • Small scale retail serves neighborhoods within walking distance • An integral trail system provides safe, convenient and comfortable non-motorized connections between all districts, the existing Sherwood trail system and historic downtown |
| Development respects and recognizes Sherwood pattern, heritage and small town feel | <ul style="list-style-type: none"> • Walkable • Integrates with existing Sherwood • View corridors, natural features retained | | | | <ul style="list-style-type: none"> • Development is “nestled” into the rich landscape of creeks, valleys and hillsides. • Neighborhoods are walkable and accessible. |
| Concepts promote health | <ul style="list-style-type: none"> • Easy to walk, bike and access other recreational opportunities | | | | <ul style="list-style-type: none"> • Walking trails connect neighborhoods to parks, schools and the Sports and Recreation area. • Neighborhoods are organized around nature. • Roads are multimodal boulevards serving pedestrians, cyclists and motorists. |
| Development protects and provides access to nature | <ul style="list-style-type: none"> • View corridor, other assets protected • Walking trails along heritage resources | | | | <ul style="list-style-type: none"> • Edy/Elwert realignment avoids the sensitive confluence of streams. • Development respects topography and wide riparian buffers. |
| Implementation is pragmatic | <ul style="list-style-type: none"> • Options minimize cost of infrastructure • Balance of benefits and burdens of development | | | | <ul style="list-style-type: none"> • Realigning the Edy/Elwert intersection appears to be more cost-effective than bringing the current facilities up to standard. |

VII. Sherwood West Phasing and Funding Strategy

This chapter provides a high-level Phasing and Funding strategy that accompanies the Sherwood West Preliminary Concept Plan. Broadly, the purpose of this strategy is to inform decisions regarding possible future urban development in Sherwood West by providing preliminary information regarding an approach to funding and phasing infrastructure, services, and the other elements of the complete community envisioned in the Plan.

In response to the preliminary nature of the Plan itself, the strategy is not prescriptive and specific, but instead: (1) identifies a place for a more detailed implementation strategy when a concept or master plan is developed; and (2) identifies financial and other barriers or challenges to implementation and preliminary approaches to overcome them. Development and infrastructure cannot advance without the willing participation of property owners.

This Funding and Phasing Strategy was completed in two major steps. Early in the process of developing the pre-concept plan, key City staff and other stakeholders were interviewed regarding infrastructure and service provisions in the area. Key findings from the interviews helped the consultant team and City staff to understand current financial constraints and opportunities associated with the provision of infrastructure; these constraints and opportunities created a foundation for the development of the land use alternatives (see Appendix 6: Service Provider Interviews for more information). Then, once the Preferred Alternative was identified, a framework was developed for phasing and funding that considers appropriate timing for development and funding sources. City staff provided cost estimates and recommended phasing criteria for consideration. In addition to comments from the consultant team and City staff, this Phasing and Funding Strategy also incorporates input from the Technical Advisory Committee (TAC) and Community Advisory Committee (CAC).

Phasing

Development in Sherwood West will require infrastructure investments to bring rural roads to urban standards, cross creeks and other natural habitat areas, and address topography that creates challenges for stormwater drainage and sewer and water provision. These complications are anticipated to carry relatively high costs, and require that the City consider phasing in infrastructure to match a development timeline, rather than building infrastructure all at once. Overall, phasing will be dependent on many variables, including the willingness of property owners, funding availability, the availability of buildable lands, and growth in the City of Sherwood as a whole. With input from interviews with local service providers and analysis completed by City Engineer, the consultant team created an initial phasing plan for the Plan, which will be considered in more detail if and when Sherwood West is brought into the regional UGB and is preparing to allow urban-level development.

Because the approach to addressing the Edy-Elwert alignment will affect phasing boundaries, two phasing boundary maps are shown (similar to the Sherwood West Preliminary Concept Plan maps). Figure 10.1 and 10.2 show the two phasing options to reflect the Edy-Elwert realignment alternatives, as well as an order of magnitude for estimated costs associated with each identified area. The area numbers correspond with the desired phasing timeline. Note that the boundaries for the phasing strategy are not intended to align with the district boundaries put forth in the Sherwood West Preliminary Concept Plan.

Figure 10.1 Sherwood West Preliminary Concept Plan Phasing, Option 1

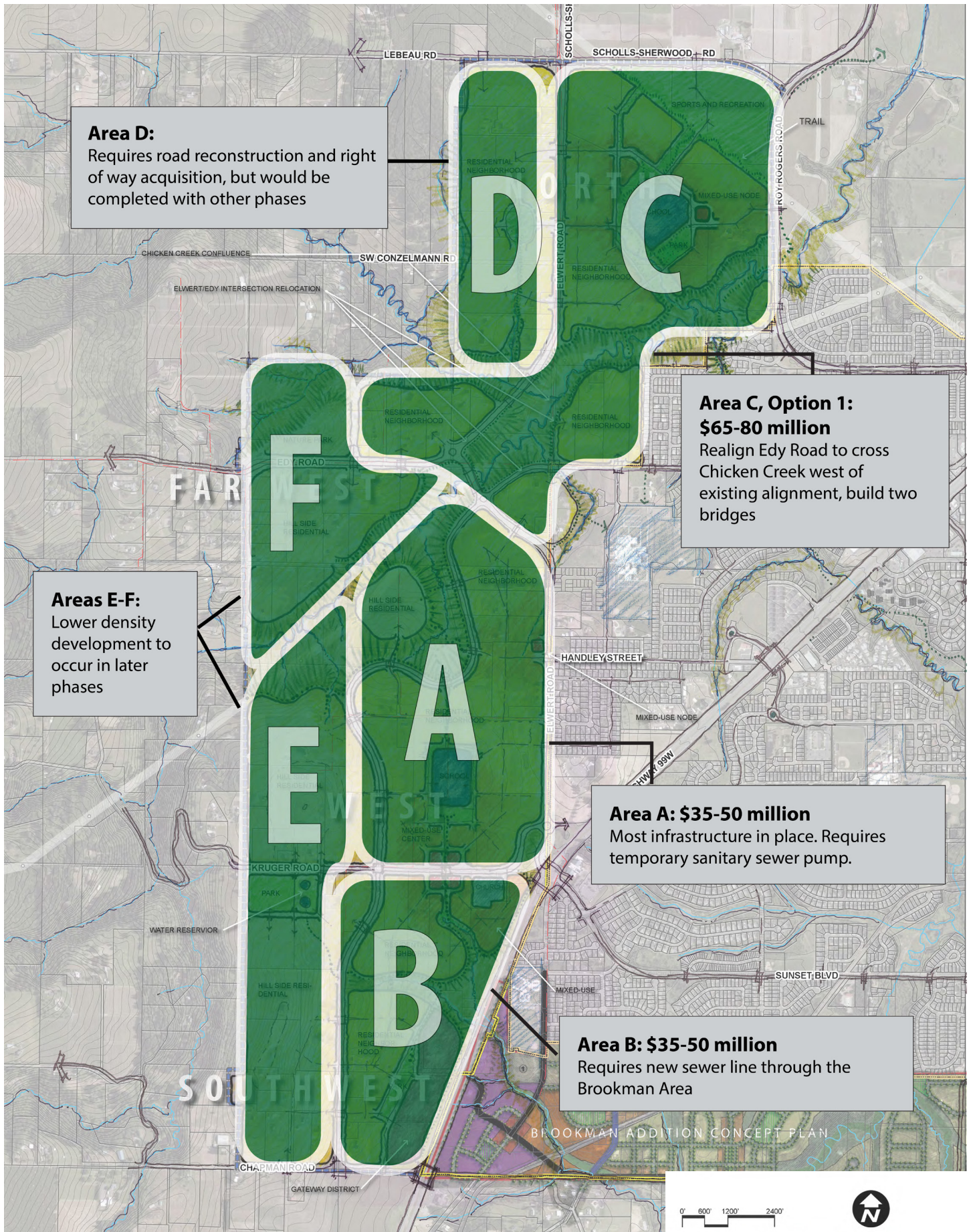
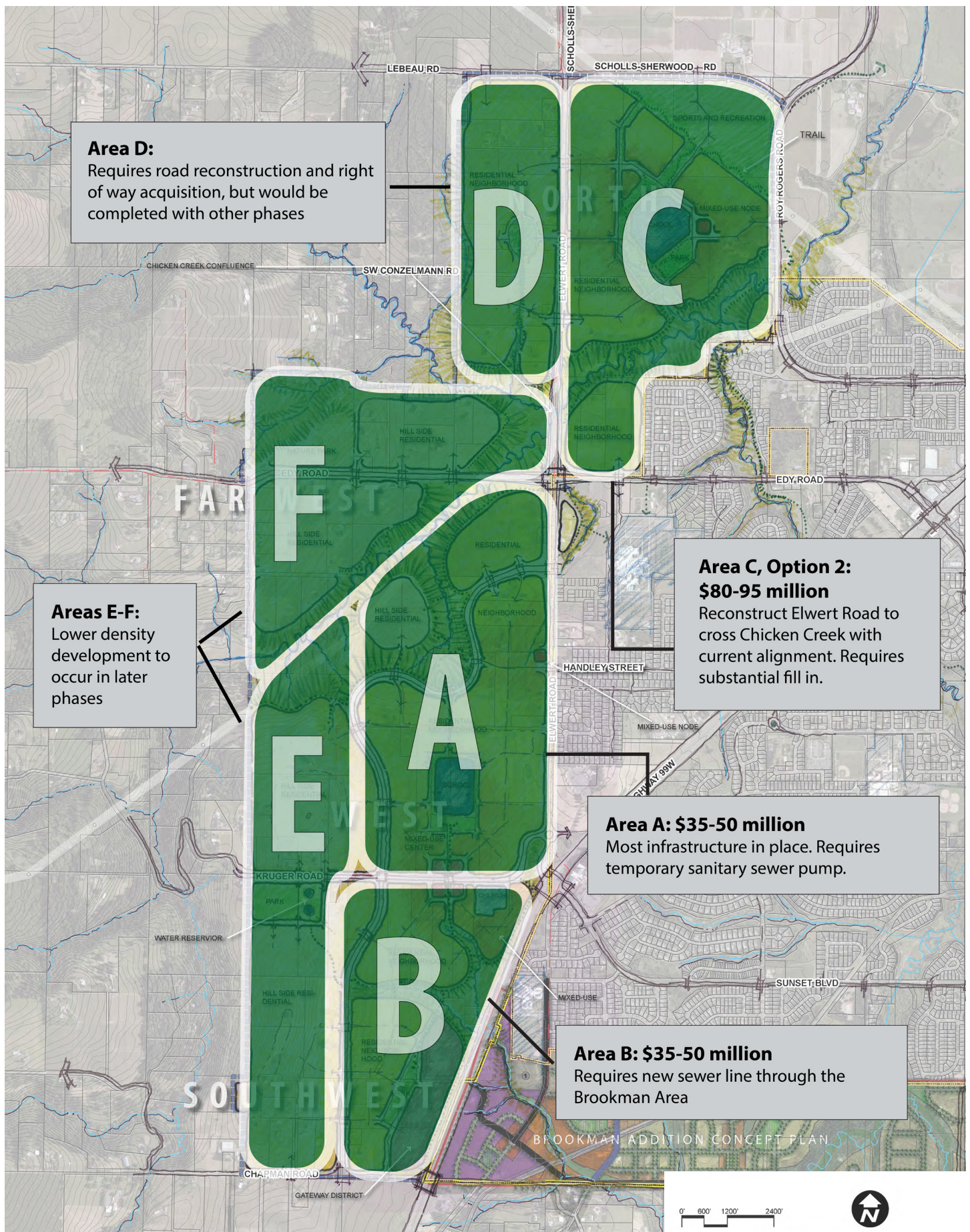


Figure 10.2 Sherwood West Preliminary Concept Plan Phasing, Option 2



Phasing and Costs for Roads, Sanitary Sewer, Water and Stormwater

The project team, with support from outside engineers, evaluated phasing and costs for city-controlled hard infrastructure (roads, sanitary sewer, water, stormwater, site preparation, traffic elements, and right-of-way acquisition). Generally, Area A has good development potential: it is relatively flat, adjacent to existing Sherwood development and already contains city-owned land that can be leveraged for right-of-way or for development. It includes planned transportation improvements at the roundabout intersection of Elwert Road and Kruger Road, and unlike other parts of Sherwood West, could be served with a temporary sanitary sewer pump station (though Clean Water Services has expressed concerns over the installation of a temporary pump station). Alternatively, the area could be served with a new sewer trunk line through the Brookman area (as described below), which would serve both Areas A and B. Overall, Area A presents the best near-term opportunity for development in Sherwood West.

After Area A, development could either move to the north or south, but both areas require major infrastructure improvements to be ready for development. The area to the south, Area B, will require approximately 8,000 linear feet of new sewer line through the Brookman area to accommodate new development, by itself estimated to cost approximately \$1.7 million. Developing to the north, Area C, requires crossing Chicken Creek, which would be a large and expensive infrastructure project. Given preliminary cost estimates, Area B is less expensive to serve than Area C, especially if Brookman is annexed, as the sewer line would also serve the Brookman area. If Brookman is annexed and develops, it is likely that developers in the Brookman area would cover the proportionate cost of the sewer line that serves Area B.

Development of Areas D, E, and F should occur after Areas A, B, and C. The infrastructure required for development in Area D will occur in Phase C and therefore, the City Engineer identified infrastructure costs in Area D as insignificant. Areas E and F, to be developed last, face significant topographical issues that will require a water tower upgrade and pump system for upper elevations. The new system will be a large and expensive undertaking for the City. Costs will be identified during future refinement plans.

Several variables could affect the order in which the areas develop. For example, development in Area C may be driven largely by the need for a new school facility to accommodate city-wide growth. If the City needs a new school early in the phasing strategy, Area C could potentially develop before other areas. The possible future development of the Brookman area would also affect the costs for infrastructure as well as the timeline for development.

The preliminary costs showing in Figure 10.1 and 10.2 are estimates of the TOTAL costs for infrastructure development in the area, regardless of the funding source. Some of those costs are likely to be covered by developers, some by the City of Sherwood, and some by partner service districts, such as Clean Water Services or Washington County. The following categories of infrastructure and expenses are included in the cost estimates for both phasing options:

- **Site Preparation.** Includes mobilization, erosion control, clearing and grubbing, temporary protection and traffic control, and removal of structures and obstructions.
- **Roadway Elements.** Includes asphalt pavement, curb and gutter, sidewalk, retaining wall, general excavation, street tree, and planter strip landscape planting. Roadway elements would conform to the City standards for a 3-lane arterial classification.

- **Storm, Sanitary and Water.** Includes sanitary sewer construction, sanitary sewer pump station, storm water sewer construction, water system construction, and stormwater quality treatment facility. Water from fire hydrants should be sufficient to provide at least 1,000 gallons per minute to all single-family and commercial buildings. If a structure is 3,600 square feet or larger, then additional flow may be needed (Oregon Fire Code B105.2). The Fire District strongly encourages new residential developments to include fire sprinkler systems to decrease fire and life safety risks
- **Right of Way Acquisition.** Includes the land needed for construction of the final roadway improvements, including cut/fill slope and retaining wall areas, public utility easements outside the public right-of-way, and temporary construction easements.
- **Traffic Elements.** Includes Traffic signals, rectangular rapid flash beacons, striping, signage, and street lighting.
- **Other Construction Items and Contingency.** May include costs such as landscaping, monuments, pedestrian amenities, and specialized street lighting.

All costs are provided in 2015 dollars, with high-end estimates including large contingencies to help to account for possible inflation.

Other Service Needs

In addition to transportation, water and sewer, and stormwater, the City of Sherwood must also consider other service needs. For more detail, please see Appendix 5: Service Provider Interviews. In summary:

- **Schools.** Given the current capacity of schools near Sherwood West, the Sherwood School District identified a likely need for two new schools and improvements to Laurel Ridge Middle School to accommodate population growth in Sherwood West depending on the amount of land annexed. All costs associated with the construction of new schools and improvements to existing schools, including land acquisition costs, should be considered.
- **Public Safety.** As Sherwood West develops, the City will need to have increased capacity for additional fire and police service in the area. Appropriate fire and police response times and general access to the area will rely on transportation connectivity that will be addressed through more detailed planning work. The City is currently working to establish level of service standards that will help to clarify those costs in the coming months.
- **Other City Services.** The City should also consider increased costs for services that will grow as the population grows, for example, library and social services.

“Roads should be planned so that they discourage freight traffic, respect environmental conditions and keep our kids safe.” -Survey Respondent

Funding Development in Sherwood West

New infrastructure in Sherwood West will require a mix of new and existing funding sources, and will likely draw from local (City and private developer) and regional (County and possibly Metro) sources. We will seek to maximize the revenue from existing sources (described in summary below) before turning to new sources.

Existing Funding Sources

The City of Sherwood already has access to mechanisms to fund infrastructure in Sherwood West. These tools will lay the foundation of the future funding plan.

Transportation Development Tax (TDT)

Washington County's TDT is a tax on all new development in Washington County based on the development's impact on the transportation system. Expected impact is based on average daily trips generated for various land uses. TDT revenue funds pre-determined transit and road projects that provide additional capacity. Several infrastructure projects in Sherwood West will be eligible to receive TDT funds. Once development begins in Sherwood West, the development will contribute to the TDT.

Systems Development Charge (SDC)

In addition to the County's TDT, the City of Sherwood also has a citywide SDC that charges new development. Funds help pay for water, sewer, storm, parks, and street costs. Sherwood West will be eligible to receive SDC funds.

Major Streets Transportation Improvement Program (MSTIP)

Washington County property taxes fund major transportation projects in the County through the MSTIP program. Since the late 1990's, the MSTIP tax has been part of the Washington County's fixed tax rate. Because the proposed realignment in Sherwood West will relieve pressure along Highway 99, considerable MSTIP funds may be available for the realignment.

Metropolitan Transportation Improvement Program (MTIP)

The MTIP is a "federally mandated four year schedule of expenditures of federal transportation funds as well as significant state and local funds in the Portland metropolitan region."⁶ Sherwood West's transportation infrastructure may be eligible for various MTIP funds.

⁶ http://www.oregonmetro.gov/sites/default/files/mtip-pubdraft_fy15-18_pb032014.pdf

Evaluation of New Funding Tools

Once infrastructure costs are finalized and revenues from the existing tools identified above are estimated, the City will be able to establish a funding “gap” for infrastructure in Sherwood West. The gap will be the amount of funding not available from existing sources that must come from new funding tools. Nearly every UGB expansion area in the Portland Metro Area has had a funding gap, and has required the use of new tools to fill that gap. Anticipating this outcome for Sherwood West, a wide range of potential new funding tools were evaluated against eight established criteria to identify a list of preferred tools that should be considered as a starting place for filling funding gaps, if and when the area develops (see Appendix 9: Initial Evaluation of Funding Tools). The evaluation began by identifying “fatal flaws,” or constraints of tools that make them very unlikely candidates for Sherwood West. After setting aside all of the tools with fatal flaws, the consultant team identified a much shorter list of four preferred tools most applicable to and best for Sherwood West for further analysis in later stages of planning.

The final funding plan will likely rely on a combination of tools to fill any funding gaps, and could include both preferred tools and other tools with lower revenue capacity. The tools identified as preferred tools are considered potential cornerstone tools of the ultimate funding plan: they are not “silver bullets” that can individually fund the entirety of Sherwood West’s infrastructure. Table 7 identifies four preferred tools (in green), based on ratings. Each preferred tool has capacity, is often used for similar infrastructure types, and is often part of funding plans for expansion areas.

- **Property Tax:** General Obligation (GO) Bonds. Local property taxes are committed to pay debt service on a city-issued GO Bond. GO bond levies typically last for 15 to 30 years for capital projects, and must be approved by a public vote. The effective property tax levied to support GO bond obligations can vary over time, based on the total assessed value of property within the jurisdiction that issued the bonds and the scheduled GO bond payment obligations.
- **Supplemental System Development Charge (SDC).** Supplemental SDCs are additional SDCs charged on a specific sub-area of a city and are supplemental to the city’s existing SDC.
- **Local Improvement District (LID).** An LID is a special assessment district where property owners are assessed a fee to pay for capital improvements, such as streetscape enhancements, underground utilities, or shared open space. LIDs must be supported by a majority of affected property owners.
- **Utility Fee.** A utility fee is a fee assessed to all businesses and households in the jurisdiction for use of specified types of infrastructure or public utilities, based on the amount of use (either measured or estimated). Most jurisdictions charge water and sewer utility fees, but utility fees can be applied to other types of government activities as well (both capital projects and operations and maintenance). A utility fee could be applied citywide or in a smaller area within a city.

Table 7. Initial Evaluation of New Funding Tools for Sherwood West

| | | Efficiency | | | | | Fairness | Legality | Political Acceptability |
|---------------------|---|------------|--------|---------------------|--------------------------|-------------|----------|----------|-------------------------|
| | | Capacity | Timing | Administrative Ease | Stability/Predictability | Flexibility | | | |
| Citywide Tools | Property Tax: General Obligation (GO) Bonds | + | + | + | + | + | ✓ | ✓ | ✓ |
| Development Derived | Sole Source SDC | ✓ | - | + | - | ✓ | + | ✓ | + |
| | Supplemental SDC | + | - | ✓ | - | + | + | ✓ | ✓ |
| | Local Improvement District (LID) | - | ✓ | ✓ | ✓ | + | + | ✓ | + |
| | Urban Renewal | + | - | ✓ | ✓ | + | ✓ | ✓ | - |
| | Construction Excise Tax (CET) | ✓ | - | ✓ | - | ? | + | - | + |
| Other | Utility Fee | + | ✓ | + | + | + | ✓ | ✓ | ✓ |
| | Transient Lodging Tax | - | - | ✓ | ✓ | ✓ | - | ✓ | + |
| | Special Service District | + | + | ✓ | - | + | - | ✓ | - |

| LEGEND | |
|----------------|---|
| Good | + |
| OK | ✓ |
| Unknown | ? |
| Bad | - |
| Preferred Tool | + |



*Snyder Park, Sherwood Oregon
Photo by Alyse Vordermark*



VIII. Next Steps and Recommendations

Recommendations

The timing for the need of Sherwood West to accommodate the City's growing population is uncertain. As such, attention to the details outlined in this strategy and near-term actions to continue to prepare for implementation will be important.

Implemented carefully, Sherwood residents and public entities will benefit from more urban-level development in Sherwood. Community members would gain additional housing choices and the community would receive increased public revenues from population growth in Sherwood West that will help keep pace with growing costs of providing public services. Additionally, as land supply in the current City limits dwindles, housing prices will continue to increase, making it more difficult for Sherwood's next generation to find housing in the area, or resulting in increased density.

Staff will work with the community to consider the following short-term actions:

- **Build upon partnerships with Washington County so that road improvements made now anticipate future development and upgrades.** County transportation projects that consider future Sherwood West development will lead to the most efficient infrastructure development in the future.
- **Continue conversations with Metro.** City staff already interacts with Metro regularly on a range of issues. Moving forward, keeping information about land needs and issues in Sherwood West will smooth conversations about adding Sherwood West when the time comes.
- **Continue engaging with property owners and the Sherwood community about Sherwood West.** These stakeholders are critical to the success of Sherwood West development, especially given the voter-approved annexation laws applicable in Sherwood. By tracking other annexation projects, the City can better understand when Sherwood West may be needed, what issues are important to the community, and how they may support the incorporation of Sherwood West.
- **Carefully consider acquisition of right-of-way, school and park sites as those opportunities arise.** While more planning work is needed to identify all potential sites that could be acquired, some elements of the Preliminary Concept Plan may be certain enough that site acquisition could occur even before the area is included in the UGB. Because Sherwood West land is less expensive now than it will be in the future, public agencies seeking land for facilities in the future could save money by acquiring the land now and holding it for future development. This is particularly true for school facilities.

Finally, as Sherwood undergoes future planning projects and processes, the following actions are recommended:

- **Comprehensive Plan:** Review and amend the City’s Comprehensive Plan policies to address issues in the community and Sherwood West.
- **Zoning and Community Development Code:** Consider a special overlay district with unique performance and design guidelines to ensure high quality development and construction.
- **SW Edy/SW Elwert Roads:** Continue to model the feasibility and cost of realigning the intersection of SW Edy and SW Elwert Road.
- **Plan for Transportation Choice:** Continue to provide transportation options for Sherwood residents over time, consider all options for mobility and accessibility. Continue to focus on “complete street” design to accommodate travelers of all ages and abilities as well as public transit users. These include children, non-drivers, older adults and persons with disabilities. Consider options with TriMet as well as potential sub-regional, more localized options such as the South Metro Area Regional Transit (SMART) model in Wilsonville. Comparable to SMART but even more localized in scale, “neighborhood connector” services can provide local connections between schools, libraries, community centers, shopping areas and recreational facilities. Providing these kinds of transportation options help alleviate local traffic and offers greater mobility for people of all ages, particularly children and seniors.
- **Housing Needs Analysis:** Continue a community discussion regarding the types and amount of housing that should be accommodated within different areas of the City, including Sherwood West. Use that information to refine potential Plan districts for Sherwood West.
- **Economic Opportunities Analysis:** Identify home based business and also commercial/retail employment in Sherwood West associated with an updated Economic Opportunity Analysis. Consider concepts for a tourism-oriented Gateway district.
- **Public Facility Plans:** Refine water and sewer master plans as needed.
- **Sherwood School District:** Work closely with the school district to assess school capacity and demand in order to identify facility needs.
- **Parks and Trails:** Coordinate existing and planned facilities to preserve open space, expand the trail network and provide recreational opportunities that suit the needs of the community.

Next Steps

Once accepted by the Sherwood City Council, this Preliminary Concept Plan will serve as a resource for future discussion about regional UGB expansions. It will help decision makers decide what areas make the most sense for expansion, given:

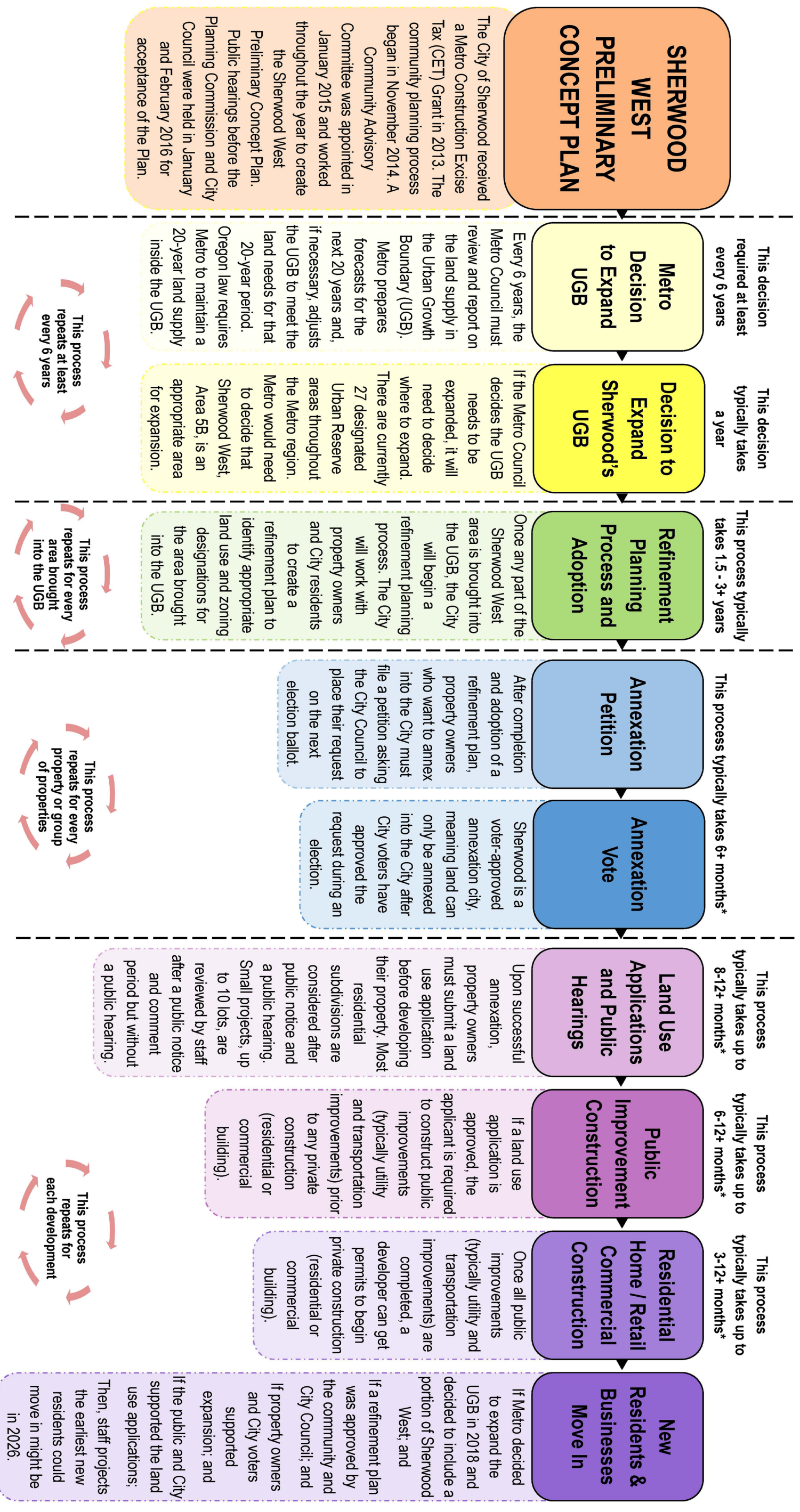
- The availability of infrastructure
- The costs associated with the extensions of public services
- Property owner sentiment as it relates to growth and the expansion of the City into Sherwood West

Figure 11 illustrates the variety of key decision points and processes necessary before land can be developed at urban standards (city-level development) in the Sherwood West study area. Should the Metro Council decide to expand the UGB into any part of the Sherwood West area, this Plan identifies the opportunities and issues that need to be addressed in a refinement planning process. During the refinement planning process, the City will again reach out to affected property owners and the larger community to develop a plan and associated zoning for the specific area. Upon adoption of a refinement plan, the property owners could petition the City Council to be annexed into Sherwood. As Sherwood is a voter-approved annexation community, Sherwood voters are ultimately in control of what and when land is brought into the city.

After successful annexation into the City, property owners are able to submit land use applications for development proposals consistent with the adopted refinement plan and associated zoning. Building permits and construction activities can be expected to follow land use approval.

Figure 11. Planning and Development Process

POTENTIAL SHERWOOD WEST PLANNING AND DEVELOPMENT PROCESS 2015-2065



Timing of annexation and development varies based on property owner desires, public support, and market conditions.

* Estimated time is measured the day applications are made to the City and include City and requisite public and agency review, decisions, and implementation (or construction). The time it takes an applicant to develop plans is EXCLUDED.

IX. Appendices

- 1. Community Engagement Plan and Evaluation**
- 2. Housing Needs Analysis Executive Summary**
- 3. Existing Conditions Report**
 - A. City of Sherwood Plan and Zoning Map, 2014
 - B. Sherwood West Buildable Lands
 - C. Sherwood West Water System
 - D. City of Sherwood Sanitary and Sewer Systems
 - E. Sherwood West Stormwater System
 - F. Washington County Street Classification Map
 - G. City of Sherwood Street Functional Classification
- 4. Boundaries and Buildable Lands Inventory Information**
- 5. Draft Alternative Concept Plans**
- 6. Service Provider Interviews**
- 7. Retail/Commercial Implementation**
- 8. Transportation Options Alternative Analysis Report and Cost Estimates**
- 9. Sherwood West Initial Evaluation of Funding Tools**



Community Engagement Plan and Evaluation

Draft Community Engagement Objectives

The purpose of the Community Engagement Plan is to describe ways in which the City will engage the Sherwood community in discussions about what is important to them, including community values, assets and desired future characteristics. The community engagement process is designed to meet the following objectives:

- Encourage dialogue and provide opportunities for frequent and meaningful participation.
- Ensure education and understanding of potential pre-Concept Plan benefits.
- Ensure that communication and educational opportunities are clear so that all community members can participate.
- Ensure that the planning process is clear and transparent.
- Create a framework for momentum to continue into implementation.

The plan will:

- Utilize existing City mechanisms for communication and public involvement.
- Establish public involvement objectives.
- Identify project stakeholders, their values and concerns.
- Describe the array of tools and activities best suited to inform and engage Sherwood residents, businesses and other stakeholders.
- Establish a schedule for implementation that includes engagement strategies for three phases of public involvement:
 - Phase I: Identify Sherwood West Preliminary Concept Plan Vision and Goals
 - Phase II: Citywide Housing Needs and Alternatives Analysis¹
 - Phase III: Preferred Alternative/Draft Sherwood West Preliminary Concept Plan
- Incorporate measures to evaluate success.

Planning Commission

The City of Sherwood Planning Commission consists of seven members appointed by the City Council, to review and make recommendations on planning issues in the City. Within the context of this program, the Planning Commission is charged with:

- Ensuring the Plan reflects the community's core values and implements the vision and goals.
- Advising on and helping implement community engagement strategies.
- Informing and engaging constituencies, communities and civic organizations.
- Conducting public hearings on the preferred plan alternatives
- Providing the City Council with recommendations on plan alternatives

¹ The Housing Needs Analysis (HNA) was reviewed by the CAC, TAC and Planning Commission. The HNA was used solely as a means for data acquisition and analysis. No policy resulted from this HNA, and therefore this phase did not undergo the same public involvement process as the other phases. Future decisions regarding growth and any subsequent policy changes will not be undertaken until a city-wide comprehensive plan update.

Community Advisory Committee

A broadly-based Community Advisory Committee (CAC) will help inform the Plan's creation. The CAC consists of members who demonstrate a balanced commitment to the adopted scope of work and a broad spectrum of the Sherwood community. They are charged with:

- Reviewing materials from the consultant team.
- Providing broad perspectives to ensure the Sherwood West Concept Plan reflects diverse needs.
- Participating in public outreach regarding the plan
- Providing the Planning Commission with recommendations on plan alternatives.

Technical Advisory Committee

The Technical Advisory Committee (TAC) consists of the City's Project Manager and representatives from Sherwood, Washington County, Clean Water Services, Tualatin Valley Fire & Rescue, the Sherwood School District, Metro, Oregon Department of Land Conservation and Development (DLCD), Oregon Department of Transportation (ODOT) and other reviewing agencies. TAC members review project deliverables for technical adequacy, policy and regulatory compliance.

Community Engagement Activities

Community engagement activities will be designed in a way that fosters a deeper, more effective and long-standing relationship with Sherwood residents and property owners. The community engagement process will incorporate wide-ranging activities to reach a broad constituency of the Sherwood residents, businesses and property owners. Community engagement tools and activities are expected to include, but are not limited to:

- A recognizable project look for project-related materials.
- Informative, accessible Website created and administered by City staff. The Consultant will provide content for the site, links and content for the interactive website platform and other key messages and a narrative that describes the status of the project, upcoming meetings, and other opportunities for involvement and draft and final work products. The consultant will ensure the language speaks to people in common terms rather than "plannereze".
- Maintaining an ongoing list of interested parties throughout the process
- Short informational video that articulates the purpose of the project and an invitation to participate. The video will be posted on the project website, played on the Community Access Television channel, and introduced at both the Planning Commission and/or City Council.
- Three interactive and engaging community events.
- Articles in the Gazette, Archer, other civic organization and school newsletters, flyers, FAQ and other outreach materials that provide project information and publicize community forums and other activities.
- A community conversations format that provide an opportunity for community members to discuss aspects of the Sherwood West Concept Plan on their "own turf" at their community meetings in a modified speakers bureau format. City staff would arrange for and lead these conversations.
- Activities tailored to engage the area's youth and future leaders.
- Two community surveys on line and in print including visual preference opportunities and programs to allow residents to both help create plan evaluation criteria and weigh in on what they like about the range of alternatives as they emerge.
- Briefings for elected and appointed officials.

Evaluation of Community Engagement Plan

Engagement efforts are evaluated based on the degree to which objectives are achieved:

| Objectives | Very Well | Well | Not well | Comments |
|--|-----------|------|----------|---|
| Consistency of messages used and a public understanding of the benefits of concept planning | | | | <ul style="list-style-type: none"> Key messages were developed, focusing on issues of growth, housing, available land and the benefits of planning. |
| Frequency and effectiveness of community engagement opportunities <ul style="list-style-type: none"> Open CAC and TAC meetings Video views Community conversation opportunities and participants (e.g., 100 participants total at 10 meetings) Two community workshops (e.g. 80 total) | | | | <ul style="list-style-type: none"> All CAC and TAC meetings were both open to the public. Time was reserved in the agenda to address public comment at the CAC meetings. The video received more than 1,000 views. The City held community conversations at events such as Music on the Green, Robin Hood Festival, Sherwood Rotary, Movies in the Park, as well youth activities, talking to more than 150 people. Two community workshops and an open house attracted more than 100 participants. |
| Increasing participation over time | | | | <ul style="list-style-type: none"> The first community open house had approximately 40 participants in attendance. The last open house engaged more than 80 participants. |
| Piloting new techniques (Mindmixer and Social Media) <ul style="list-style-type: none"> 50 engaged online in each round associated w/ each public event | | | | <ul style="list-style-type: none"> The City’s Facebook account was created during this process and helped publicize meetings, events and engagement opportunities The City tested a web platform (“MindMixer”) for online engagement, though the platform did not meet the needs of the project and was discontinued. SurveyMonkey and Qualtrics were used instead. More than 50 people were engaged with each online survey. The first, second and third surveys had 117, 77 and 54 participants, respectively. |
| Community concerns identified and addressed | | | | <ul style="list-style-type: none"> The Plan was a highly iterative process, incorporating more than three rounds of revisions to reflect comments received at the community workshop, CAC meetings, online surveys and community conversations. |
| A Pre-Concept plan that reflects expressed community vision and values for Sherwood West and the future of Sherwood as a whole. | | | | <ul style="list-style-type: none"> Overall, the process engaged hundreds of community members. The Plan incorporates high-quality feedback, according to community-sourced core values and goals. |

Sherwood Housing Needs Analysis 2015 to 2035

Draft Report

ECONorthwest

ECONOMICS • FINANCE • Prepared For:

Cogan Owens Greene &

City of Sherwood

June 2015

Executive Summary

This is an executive summary of the findings of the Sherwood Housing Needs Analysis for the 2015 to 2035 period. The housing needs analysis provides Sherwood with a factual basis to support future planning efforts related to housing, including Pre-Concept Planning for Sherwood West, and prepares to update and revise the City's Comprehensive Plan policies

The housing needs analysis is intended to comply with requirements of statewide planning policies that govern planning for housing and residential development, Goal 10, it's implementing Metropolitan Housing Rule (OAR 660-007), and Metro's 2040 Functional Growth Management Plan. Taken together, the City's primary obligations from Goal 10 are to (1) designate land in a way that provides the opportunity for 50% of new housing to be either multifamily or single-family attached housing (e.g., townhouses); (2) achieve an average density of six dwelling units per net acre; and (3) provide enough land to accommodate forecasted housing needs for the next 20 years. Sherwood is able to meet these requirements and can accommodate most of the new housing forecast, as described in this summary.

HOW HAS SHERWOOD'S POPULATION CHANGED IN RECENT YEARS?

The basis for the housing needs analysis is an understanding of the demographic characteristics of Sherwood's residents.¹

Sherwood's population grew relatively fast in recent years. Sherwood's population increased from 3,000 people in 1990 to nearly 18,600 people in 2013, averaging 8% annual growth. Sherwood's fastest period of growth was during the 1990s, consistent with statewide trends. Since 2000, Sherwood grew by 6,600 people, at an average rate of nearly 3.5% per year. For comparison, Washington County grew at 2.5% annually between 1990-2013 and the Portland Region grew at 1.6% per year.

Sherwood's population is aging. People aged 45 years and older were the fastest growing age group in Sherwood between 2000 and 2010, consistent with state and national trends. By 2035, people 60 years and older will account for 24% of the population in Washington County (up from 18% in 2015) and 25% in the Portland Region (up from 19% in 2015). It is reasonable to assume that the share of people 60 years and older will grow relatively quickly in Sherwood as well.

Sherwood is attracting younger people and more households with children. In 2010, the median age in Sherwood was 34.3 years old, compared to Washington County's median age of 35.3 years and the State median of 38.4. Sherwood has a larger share of households with

¹ The majority of data quoted in this analysis is from the U.S. Census American Community survey, with population data from the Population Research Center at Portland State University and development data from the City's Building Permit database.

children (47% of households), compared with Washington County (33%) or the Portland Region (29%). The Millennial generation—people born roughly between 1980 to 2000—are the largest age group in Oregon and will account for the majority of household growth in Sherwood over the next 20 years.

Sherwood’s population is becoming more ethnically diverse. About 6% of Sherwood’s population is Latino, an increase from 4.7% in 2000. In comparison to Washington County and the Portland Region, Sherwood is less ethnically diverse. In the 2009-2013 period, 16% of Washington County residents, and 12% Portland Region residents, were Latino.

WHAT FACTORS MAY AFFECT FUTURE GROWTH IN SHERWOOD?

If these trends continue, population will result in changes in the types of housing demanded or “needed” in Sherwood in the future.

The aging of the population is likely to result in increased demand for smaller single-family housing, multifamily housing, and housing for seniors. People over 65 years old will make a variety of housing choices, including: remaining in their homes as long as they are able, downsizing to smaller single-family homes (detached and attached) or multifamily units, or moving into group housing (such as assisted living facilities or nursing homes) as they continue to age.

The growth of younger and diversified households is likely to result in increased demand for a wider variety of affordable housing appropriate for families with children, such as small single-family housing, townhouses, duplexes, and multifamily housing. If Sherwood continues to attract young residents, then it will continue to have demand for housing for families, especially housing affordable to younger families with moderate incomes. Growth in this population will result in growth in demand for both ownership and rental opportunities, with an emphasis on housing that is comparatively affordable.²

Changes in commuting patterns could affect future growth in Sherwood. Sherwood is part of a complex, interconnected regional economy. Demand for housing by workers at businesses in Sherwood may change with significant fluctuations in fuel and commuting costs, as well as substantial decreases in the capacity of highways to accommodate commuting.

Sherwood households have relatively high income, which affects the type of housing that is affordable. Income is a key determinant of housing choice. Sherwood’s median household income (\$78,400) was more than 20% higher than Washington County’s median household income (\$64,200). In addition, Sherwood had a smaller share of population below

² The housing needs analysis assumes that housing is affordable if housing costs are less than 30% of a household’s gross income. For a household earning \$6,500 (the median household income in Sherwood), monthly housing costs of less than \$1,960 are considered affordable.

the federal poverty line (7.6%) than the averages of Washington County (11.4%) and the Portland Region (13.9%).

WHAT ARE THE CHARACTERISTICS OF SHERWOOD'S HOUSING MARKET?

The existing housing stock in Sherwood, homeownership patterns, and existing housing costs will shape changes in Sherwood's housing market in the future.

Sherwood's housing stock is predominantly single-family detached. About 75% of Sherwood's housing stock is single-family detached, 8% is single-family attached (such as townhomes), and 18% is multifamily (such as duplexes or apartments). Sixty-nine percent of new housing permitted in Sherwood between 2000 and 2014 was single-family detached housing.

Almost three quarters of Sherwood's residents own their homes. Homeownership rates in Sherwood are above Washington County (54%), the Portland Region (60%), and Oregon (62%) averages.

Homeownership costs increased in Sherwood, consistent with national trends. Median sales prices for homes in Sherwood increased by about 30% between 2004 and 2014, from about \$245,000 to \$316,500. The median home value in Sherwood is 3.8 times the median household income, up from 2.9 times the median household income in 2000.

Housing sales prices are higher in Sherwood than the regional averages. As of January 2015, median sales price in Sherwood was \$316,500, which is higher than the Washington County (\$281,700), the Portland MSA (\$269,900), and Oregon (\$237,300) median sales prices. Median sales prices were higher in Sherwood than in other Portland westside communities such as Tigard, Tualatin, and Beaverton, but lower than Wilsonville or West Linn.

Rental costs are higher overall in Sherwood than the regional averages. The median rent in Sherwood was \$1,064, compared to Washington County's average of \$852. On a per-square-foot basis, Sherwood/Tigard/Tualatin's rents (\$1.13 per square foot) were lower than the Portland Metro area's average of \$1.22 per square foot.

More than one-third of Sherwood's households have housing affordability problems. Thirty-eight percent of Sherwood's households were cost-burdened (i.e., paid more than 30% of their income on rent or homeownership costs). Renters were more likely to be cost-burdened (40% of renters were cost-burdened), compared to homeowners (35% were cost-burdened) in Sherwood. These levels of cost burden are consistent with regional averages. In Washington County in the 2009-2013 period, 38% of households were cost burdened, compared to 41% in the Portland Region.

Future housing affordability will depend on the relationship between income and housing price. The key question is whether housing prices will continue to outpace income growth.

Answering this question is difficult because of the complexity of the factors that affect both income growth and housing prices. It is clear, however, that Sherwood will need a wider variety of housing, especially housing affordable to low- and moderate-income households.

HOW MUCH HOUSING GROWTH IS FORECAST, AND CAN THAT GROWTH BE ACCOMMODATED WITHIN SHERWOOD?

The housing needs analysis in this report is based on Metro's coordinated forecast of household growth in Sherwood. The forecast includes growth in both areas within the city limits, as well as areas currently outside the city limits that the City expects to annex for residential uses (most notably the Brookman area).

Sherwood is forecast to add 1,156 new households between 2015 and 2035. Of these, 606 new households are inside the existing city limits; 550 new households are outside the current city limits in the Brookman Area.

Sherwood's land base can accommodate the entire forecast for growth. Vacant and partially vacant land in the Sherwood Planning Area has capacity to accommodate 1,281 new dwelling units. Compared to demand, Sherwood has a small surplus of residential land.

Sherwood will need to annex the Brookman Area to accommodate the forecast for growth. If Sherwood does not annex the Brookman Area, the city's options for accommodating future growth will be limited to growing within the existing city limits or to growing in a different area, such as Sherwood West. The availability of other areas to accommodate growth, including Sherwood West, will depend on changes to the Metro urban growth boundary and these changes typically take years to make.

WHAT IF SHERWOOD GROWS FASTER?

The forecast for growth in Sherwood is considerably below historical growth rates. Metro's forecast for new housing in Sherwood shows that households will grow at less than 1% per year. In comparison, Sherwood's population grew at 3.4% per year between 2000 and 2013 and 8% per year between 1990 and 2013. If Sherwood grows faster than Metro's forecast during the 2015 to 2035 period, then Sherwood will not have sufficient land to accommodate growth.

At faster growth rates, Sherwood's land base has enough capacity for several years of growth. At growth rates between 2% to 4% of growth annually, land inside the Sherwood city limits can accommodate two to five years of growth. With capacity in the Brookman Area, Sherwood can accommodate four to ten years of growth at these growth rates.

Additional housing growth in Sherwood depends the availability of development-ready land. The amount of growth likely to happen in Sherwood is largely dependent on when the Brookman Area is annexed, when the Sherwood West area is brought into the City and annexed, and when urban services (such as roads, water, and sanitary sewer) are developed in each area.

WHAT ARE THE IMPLICATIONS FOR SHERWOOD'S HOUSING POLICIES?

To provide adequate land supply, Sherwood voters will need to approve/annex the Brookman area. If voters continue to reject the Brookman annexation, Sherwood as a community will either be unable to accommodate expected growth or will need to identify an alternative (more politically acceptable) area for growth. Sherwood West is just one of these possibilities. Another alternative would be to develop the existing vacant lands at higher densities than what they are zoned.

Sherwood will need Sherwood West to accommodate future growth beyond the existing city limits and Brookman area. The growth rate of Metro's forecast for household growth (0.7% average annual growth) is considerably lower than the City's historical population growth rate over the last two decades (8% average annual growth). Metro's forecast only includes growth that can be accommodated within the Sherwood city limits and Brookman. Given the limited supply of buildable land within Sherwood, it is likely that the City's residential growth will slow until Sherwood West is made development-ready.

Sherwood has a relatively limited supply of land for moderate- and higher-density multifamily housing. The limited supply of land in these zones is a barrier to development of townhouses and multifamily housing, which are needed to meet housing demand resulting from growth of people over 65, young families, and moderate-income households.

The results of the Housing Needs Analysis highlight questions for the update of the City's Comprehensive Plan and the Pre-Concept Planning of Sherwood West.

- Providing housing opportunities for first time home buyers and community elders (who prefer to age in place or downsize their housing) will require a wider range of housing types. Examples of these housing types include: single family homes on smaller lots, clustered housing, cottages or townhomes, duplexes, tri-plexes, four-plexes, garden apartments, or mid-rise apartments. Where should Sherwood consider providing a wider range of housing types? What types of housing should Sherwood plan for?
- Changes in demographics and income for Sherwood and regional residents will require accommodating a wider range of housing types. How many of Sherwood's needed units should the city plan to accommodate within the city limits? How much of Sherwood's needed units should be accommodated in the Brookman Area and in Sherwood West?
- What design features and greenspaces would be important to consider for new housing?
- What other design standards would be needed to "keep Sherwood Sherwood"?



Sherwood West Preliminary Concept Plan

A long range look at our future.

Existing Conditions Summary

Updated November 13, 2015

The purpose of this memorandum is to summarize the existing conditions and opportunities of the Sherwood West study area. An overview of Sherwood's population characteristics, land use and historic growth patterns is provided. In addition, this memorandum outlines the opportunities and constraints for the provision of parks and trails, transportation facilities and public services (including water, sanitary sewer, and storm utilities) to the study area. The memorandum includes the following sections:

- Project Description
- Study Area
- Population and Demographics
- Land Use and Buildable Lands
- Historic Growth Patterns
- Public Facilities
- Transportation
- Parks and Trails
- Environment and Natural Resources

Project Description

The Sherwood West Preliminary Concept Plan is a comprehensive, long-range community plan for the Urban Reserve Area 5B, as designated by the Metro Council in 2011. As a preliminary concept plan, this project will help inform future decisions about whether Sherwood grows up or out, where housing is built and schools are located, and how infrastructure may be served over the next 50 years. A key element of a preliminary concept plan is a phasing strategy for incremental inclusion in the UGB, to the extent demanded by local and regional growth projections.

Study Area

The study area encompasses approximately 1,291 acres located along the western side of the current city limits (Figure 1). The site is bounded on the east by Hwy 99W, SW Elwert Road, and SW Roy Rogers Road. It is bounded by SW Chapman Road on the south and SW Lebeau Rd and SW Scholls-Sherwood Rd to the north. Site topography generally slopes from west to east, with an elevation difference of approximately 150 to 200 feet.

Figure 1. Sherwood West Study Area

Population and Demographics

As of the 2010 US Census, there were 18,194 people living in the City of Sherwood. The City accounts for about 3.4% of Washington County's total population of 531,335.

Covering an area of approximately 4.3 square miles, Sherwood's population density is about 4,217.2 per square mile. Relative to the nearby cities of Tualatin, Wilsonville and Newberg, Sherwood has a slightly higher population density per square mile. As shown in Table 1,

Sherwood also has a greater number of family households and a higher median household value, as compared to Washington County.

Table 1. City of Sherwood, and Washington County, 2010

| | City of Sherwood | Washington County |
|-------------------------|------------------|-------------------|
| Median Household Value | \$327,000 | \$282,400 |
| Median Household Income | \$81,000 | \$60,963 |
| Family Households | 77.7% | 67.1% |
| Average Commute time | 26 minutes | 24 minutes |
| Gender (female) | 50.3% | 50.8% |
| Median age | 34.2 years | 35 years |
| Hispanic or Latino | 7% | 15.7% |

Source: US Census Bureau, 2010

Land Use and Zoning

The City of Sherwood’s plan and zoning map indicates that the majority of the City is residential (See Appendix A). Some commercial activity is centered along HWY 99W and within the historic center, while industrial uses occupy the northeastern edge of Sherwood. The City has a relatively large portion of land zoned for public institutions and civic centers.

Whereas City acreage is 2,757.8 (4.3 square miles), the Sherwood West study area encompasses 1,291 acres across 126 tax lots and existing right-of-way (Table 2). Besides residential uses, the majority of the land use is designated as agricultural or forested. See Appendix B for the study area’s buildable land by taxlot.

Table 2. Sherwood West Study Area Buildable Lands Facts

| | |
|---|----------------------------|
| Total Acreage | 1,291 |
| Total Tax Lots | 126 |
| Total Tax Lot Acreage (excludes non-taxable area) | 1,234 |
| Total Right-of-Way (ROW) Acreage | 57 |
| Vacant Lots | 39 (263.5 buildable acres) |
| Partially Vacant Lots with dwellings | 83 (406.8 buildable acres) |
| Committed Lots | 4 (0 buildable acres) |
| Total Buildable Land** Acreage | 670.3 |

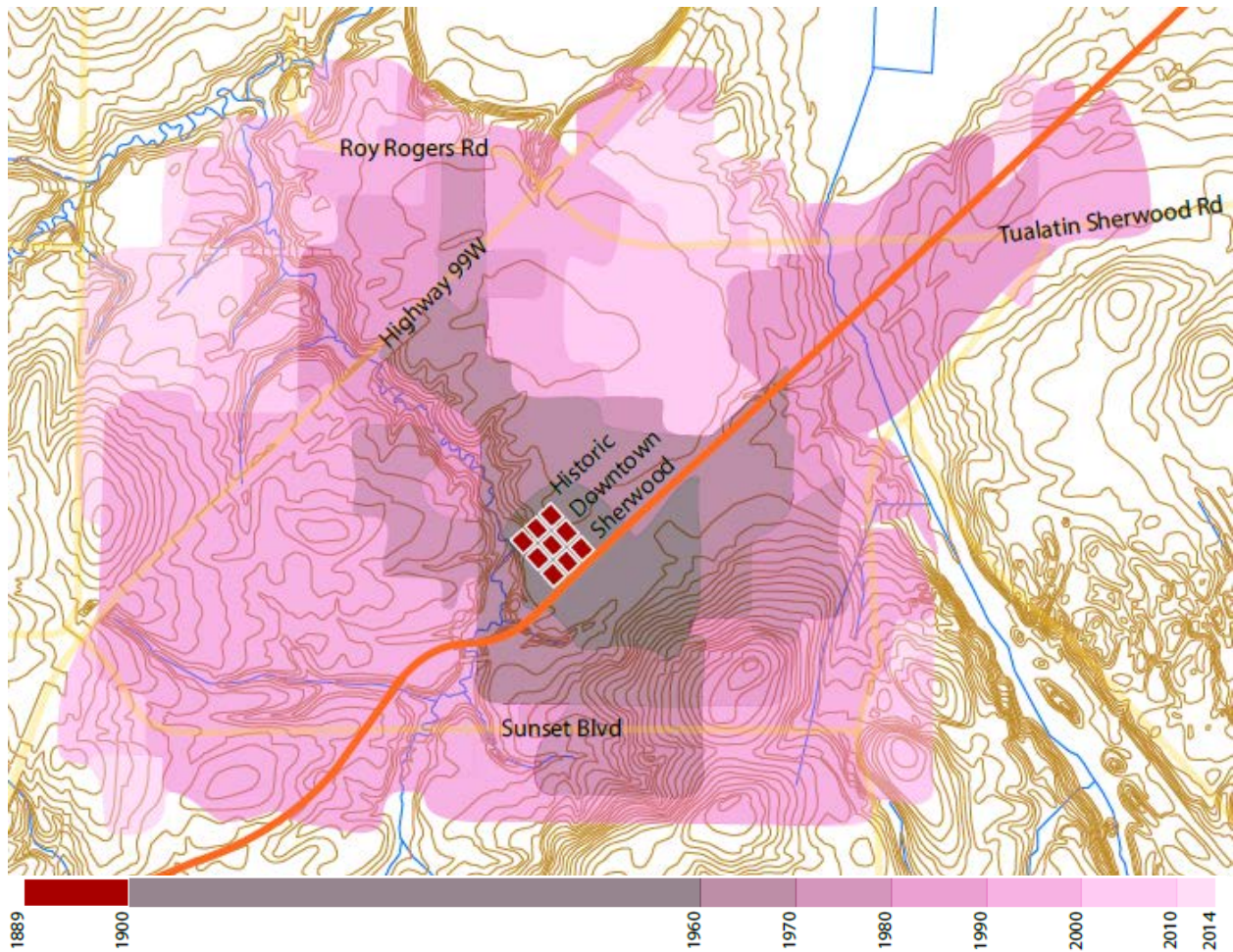
**Buildable land calculation includes removal of constrained land, deduction of 0.25-acre from lots greater than 0.5-acre with a dwelling unit, and a percent deduction for future streets.

Historic Growth Patterns

The City of Sherwood was first platted in 1889, and later incorporated in 1893. The city plot was oriented around the railroad and subsequently built out from this 45-degree angle. Like most other western frontier towns, Sherwood’s economy was largely based off the gold rushes in the 1800s. At the time of incorporation in the 1890s, Sherwood’s main industry was a pressed brick yard.

The geographic distribution of Sherwood’s growth has mostly been defined by creeks and roads. From the early 1900s to 1950s, Sherwood’s growth remained relatively compact and primarily followed the railroad track (Figure 2). In 1951, Sherwood’s downtown spanned 9 blocks and had fewer than 600 people.

Figure 2. City of Sherwood, Historic Growth, 1889-2014



It was only after 1960 that Sherwood began to witness major, consecutive growth spurts, with its population and land area nearly doubling (on average) every ten years through present day (Table 3).

In 1991, with the availability of 1,300 acres of land for construction, the City of Sherwood adopted its first Comprehensive Plan. Over the next ten years, Sherwood saw its biggest boom, with its population nearly tripling in size. Most of this growth was attributed to the Woodhaven development, which added over 1,000 housing units to Sherwood. Today, the City estimates its current population at 18,995, up from around 18,195 from the 2010 US Census. Relative to historical patterns, growth in the past five years has slowed.

Whereas Sherwood's population growth has been significant over the past 50 years, the City's major services exist within a one-mile radius, which helps retain the City's "small-town feel." With the potential incorporation of Sherwood West study area, this radius could extend up to 1.5 miles.

Public Facilities

Water Systems

Existing Conditions

The current Water System Master Plan was adopted in May 2015. The Master Plan considers all areas within the city limits, the urban growth boundary and the West Urban Reserve (Sherwood West study area). The City's primary water supply is from the Wilsonville Water Treatment Plant, supplemented by groundwater wells. The City maintains an emergency connection and transmission piping to the Tualatin-Portland supply main. The City's distribution system includes three service zones supplied by three storage reservoirs and two pumping stations. The majority of Sherwood customers are served from the 380 Pressure Zone which is supplied by gravity from the City's Sunset Reservoirs. The 535 Pressure Zone, serving the area around the Sunset Reservoirs, is supplied constant pressure by the Sunset Pump Station, and the 455 Pressure Zone serves higher elevation customers on the western edge of the City by gravity from the Kruger Reservoir.

Opportunities and Constraints

Existing water facilities in or near the study area include a water reservoir, a supply line, and distribution lines. The Kruger Reservoir is a 3.0 MG reservoir located inside the study area, south of SW Kruger Road and approximately one half mile west of Hwy 99 W. The Kruger

Reservoir serves the 455 pressure zone. An 18-inch transmission line is located in SW Kruger Road between the reservoir and Hwy 99W. The study area south of SW Handley Street is split between the Future 455 West and Future 630 West zones. The study area north of SW Handley Street falls primarily within the Future 380 West pressure zone.

Adjacent to the study area, the 18-inch water main from the Kruger Reservoir extends north in SW Elwert Road for approximately 800 feet. The line then reduces to a 12-inch line and continues north to SW Handley Street. In addition, a short segment of 12-inch waterline has been constructed in Elwert Road in the vicinity of Derby Terrace. Near the north end of the study area, a 16-inch water main located in SW Copper Terrace terminates at SW Edy Rd, approximately 840 feet east of the study area.

Initial anticipated growth in the West Urban Reserve will be served by extending existing 380- and 455-Zone distribution mains. Future customers along the ridge north and south of the existing Kruger Reservoir will be served by constant pressure from the proposed Kruger Pump Station at the existing reservoir site. This proposed closed zone is referred to as the 630 West Zone. Some future customers in the West Urban Reserve at the interface between the 630 West and 455 Zones may need to be served through a PRV-controlled sub-zone or through individual PRVs on each service in order to maintain required service pressures. This area is referred to as the 630 West PRV Zone.

A small area on the western edge of the West Urban Reserve along Edy Road near Eastview Road is too high in elevation to receive adequate service pressure from the adjacent 380 Zone. This area will be served as part of the closed 475 West Zone by constant pressure from the proposed Edy Road Pump Station. An additional pump station would potentially be needed to serve the 630 West PRV Zone. Extensive large diameter mains will be needed to expand the City's water service area to supply Sherwood West as development occurs.

See Appendix C for pressure zone boundaries and existing and proposed reservoir, pump station and water line locations identified in the Water System Mater Plan.

Sanitary Sewer System

Existing Conditions

The current Sanitary Sewer Master Plan was completed in July 2007 and is currently being updated. The Master Plan considers all areas within the city limits and the urban growth boundary. The West Sherwood Concept Plan study area is outside of the urban growth boundary and was not included in the Master Plan.

The City of Sherwood is served by two sanitary sewer trunk lines, the Sherwood Trunk Sewer (24-inch) which conveys sewage from the Cedar Creek sewage collection basin and the Rock Creek Trunk (18-inch) which conveys sewage from the Rock Creek sewage collection basin. Both trunk lines convey flows to the Sherwood Pump Station, owned by Clean Water Services (CWS),

which sends sewage to the Durham Advanced Wastewater Treatment Plant via the Upper Tualatin Interceptor, also owned by CWS.

Opportunities and Constraints

Existing sanitary sewer facilities adjacent to or near this site are limited. The Sherwood Interceptor crosses the study area near the northeast corner at Cedar and Chicken Creeks; and any sewer mainlines would need to cross these creeks in order to connect. A 15-inch line is stubbed to Elwert Road at adjacent Derby Terrace. This line connects to a 15-inch line in SW Copper Terrace which flows north to SW Edy Road and connects to the Sherwood Interceptor to the east.

The Brookman Addition is an area within the urban growth boundary on the south end of Sherwood between the city limits and SW Brookman Road. In the Sanitary Sewer Master Plan, this area is identified as Area 54/55. The City, recently constructed a sewer mainline to the boundary of the Brookman Addition. Future projects, which would occur with the development of the Brookman Addition,, would extend the sewer line into the Brookman Addition, providing sewer access for the West Sherwood Concept Plan study area at Brookman Road, east of Hwy 99W.

Capacity of the Sherwood Trunk line Sewer and the Sherwood Pump Station will need to be evaluated as part of the Master Plan update. See Appendix D for a map of existing sanitary sewer facilities.

Stormwater

Existing Conditions

The current Storm Water Master Plan was completed in June 2007 and is currently being updated. The Master Plan considers all areas within the city limits and the urban growth boundary. The West Sherwood Concept Plan study area is outside of the urban growth boundary and was not included in the Master Plan.

The West Sherwood Concept Plan study area lies primarily within the Chicken Creek Drainage Basin. The basin flows north and northeast along Chicken Creek, which bisects the site. Cedar Creek flows into Chicken Creek at the northeast corner of the study area, west of SW Roy Rogers Road. West Fork Chicken Creek enters the site near the northwest boundary, and flows east into Chicken Creek.

A small portion of the study area in the southeastern corner is part of the Cedar Creek Drainage Basin. On-site runoff enters Goose Creek, which flows from west to east, crosses under Hwy 99 W and reaches Cedar Creek.

The Stormwater Master Plan notes that Chicken and Cedar Creeks have been identified by the EPA as providing habitat for anadromous fish that are listed as threatened under the Federal Endangered Species Act. According to the Storm Water Master Plan, on-site soils fall primarily

in Hydrologic Soils Group C, with small areas of Groups B and D. The study area in the vicinity of Chicken and Cedar Creeks and their tributaries have been designated by Metro as riparian corridors, upland wildlife habitat, and aquatic impact areas. Some areas within the riparian corridors are also shown on the National Wetland Inventory.

Opportunities and Constraints

As the study area is undeveloped, there is no existing stormwater infrastructure on-site. As development occurs in the future, stormwater would likely be discharged onto the floodplain of the adjacent creeks and tributaries. The City of Sherwood requires that all stormwater facilities meet the requirements of Clean Water Services Design and Construction Standards for conveyance, water quality treatment, and water quantity treatment. The City has indicated that they prefer to use regional stormwater facilities within this study area.

See Appendix E for a map of storm drainage basins, creeks, and existing storm water facilities.

Transportation

Elwert Road from Highway 99W to Scholls-Sherwood Road is currently functioning as a two lane rural arterial. Elwert Road historically was a rural road used primarily for providing transportation access for farm equipment and rural residents. Over time, Elwert Road has become a secondary bypass route for commuter traffic (through trips) traveling between Highway 99W and Scholls-Sherwood Road and Roy Rogers Road, avoiding the intersection signals along the Highway 99W route.

Elwert Road's physical characteristics consist of two 11-foot paved lanes, a straight horizontal alignment, and a vertical alignment consisting of rolling hills that include acute vertical sags and crests which result in poor vertical sight distances, and intersection sight distances. Access points onto Elwert Road include several private driveways and seven street intersections (both local and collector). The intersecting streets and their classifications are listed below.

- Kruger Road – Local
- Orchard Hill Road – Local
- Edy Road – Collector
- Schroeder Road – Local
- Haide Road – Local
- Handley Road – Collector
- Conzelmann Road – Local
- Lebeau Road - Local

The City of Sherwood's Transportation System Plan (COS TSP) and Washington County's Transportation System Plan (WACO TSP) coordinated the analysis and results for Elwert Road from the intersection of Highway 99W to the Scholls-Sherwood Road intersection.

Both WACO's and COS's TSP's identify the future build-out condition of Elwert Road as a 3-lane arterial which will include sidewalks and bike lanes on both sides of the road. Appropriately sized arterial roads will allow through trips to remain on the arterial system and discourage use of local streets for cut-through traffic routes.

Due to the current adverse vertical alignment condition of Elwert Road, it is anticipated that large cut and fill sections and associated acquisition of additional right-of-way may be needed to bring Elwert Road's alignment (both vertical and horizontal) into conformance with adopted roadway design standards.

The Kruger/Elwert/Sunset Boulevard/Highway 99W intersection is on the current Major Streets Transportation Improvement Plan (MSTIP) for reconstructing the intersection by replacing it with a roundabout. This is intended to alleviate a current condition of inadequate stacking distance and restricted traffic by-pass flow off Highway 99W towards Scholls-Sherwood Road.

Roadway Access onto Elwert Road. Development of the Sherwood West area would require the creation of a secondary collector road paralleling Elwert Road to provide access for businesses and residential developments. This secondary road alignment could potentially run from Chapman Road north to Edy Road. The crossing of Chicken Creek would be a major obstacle for any road extension to Scholls-Sherwood Road.

Ideally, any parallel collector road would reconnect to Elwert Road prior to the Elwert Road/Edy Road intersection. From that point on, the Elwert Road vertical alignment would be reconstructed to correct the vertical curve and sight distance issues. The intersections beyond Edy Road/Elwert road include Schroeder Road and Conzelmann Road. These intersections would likely need to be reconfigured to meet appropriate design standards.

Highway 99W is a state designated freight corridor and limited access highway. It is identified as a principal arterial in both the WACO TSP and COS TSP. Access onto Highway 99W would be coordinated with the Oregon Department of Transportation. The intersections of SW Chapman, SW Elwert, and SW Brookman roads will all need to be studied and possibly reconfigured or signalized depending on the amount of traffic generated by future land uses within the area.

Scholls-Sherwood Road is designated as an arterial within the WACO TSP. According to Washington County, rural arterials serve a mix of rural-to-urban and farm-to-market traffic. In some cases rural arterials, especially in rural/urban fringe areas, accommodate significant amounts of urban-to-urban through-traffic during peak commuting time periods. This is not the intended function of the rural arterial designation and is often the result of congestion on urban arterials. Rather, arterials are intended to provide freight movement in support of principal arterials. Arterials have strong access control for cross streets and driveways. There are two intersections along Scholls-Sherwood Road within the study area. As mentioned earlier, the intersection with Elwert Road will require additional study, reconfiguration, and eventual signalization as Sherwood West is developed. The intersection of Roy Rogers Road was recently reconfigured and signalized as a Washington County transportation improvement. Per the current COS TSP standards for arterial roads, new access should be spaced between 600 to 1,000 feet apart.

Roy Rogers Road is designated as an arterial within the WACO TSP. The same standards that apply to Scholls-Sherwood Road would apply to Roy Rogers Road as well.

Both *Edy and Chapman roads* are classified as collectors within WACO TSP. Edy Road is also designated a collector street within the COS TSP. Collector streets provide both access and circulation between residential, commercial, industrial and agricultural community areas and the arterial system. Collectors tend to carry fewer motor vehicles than arterials, with reduced travel speeds. Collectors may serve as freight access routes, providing local connections to the arterial network. Generally, collector status roads are intended to connect neighborhoods to nearby centers, corridors, station areas, main streets and nearby destinations in the urban area. In the rural area, collectors are a primary link between the local street system and arterials for freight, people, goods and services. Access control on collectors is moderate, and direct driveway connections are discouraged.

The remaining streets within the study area are classified as local streets within the WACO TSP. Local streets primarily provide direct access to adjacent land. While local streets are not intended to serve through-traffic, the aggregate effect of local street design can impact the effectiveness of the arterial and collector system when local trips are forced onto the arterial street network due to a lack of adequate local street connectivity. Rural local roads have traditionally provided access to a variety of rural land uses including agriculture, forestry, quarry activities, low-density rural residential uses as well as rural commercial and industrial uses. The local streets within the study area are paved with narrow lane widths and roadside ditches to provide drainage. These streets do not include traffic calming measures, sidewalks, or lighting.

Given the terrain, the presence of existing significant natural areas, and the current parcelization of the area, there are likely to be significant costs and challenges with constructing and connecting roadways within the study area.

The Street Functional Classification Maps from the WACO TSP and COS TSP are shown in Appendix F and G, respectively.

Parks and Trails

Adopted in October 2006, the Parks and Recreation Master Plan conducted a comprehensive review of existing recreation facilities and land resources, and developed goals, objectives, and actions to implement long term strategies for future park development, preservation, design, and funding mechanisms. Key recommendations of the plan include completion of the community trail system and expansion of recreation opportunities such as construction of a skate park.

The Master Plan analyzed lands and facilities in the Sherwood city limits and includes mention of the Tualatin River National Wildlife Refuge (about 1 mile north of the city). At its nearest

point, the Wildlife Refuge is less than a quarter-mile from the northeast point of the Sherwood West study area. Within the city limits, Sherwood manages over 300 acres of open space including most of the 100-year floodplain along Cedar Creek and portions along Rock Creek.

In total, 6.5 miles of paved multi-use trails are present in the open space system. Existing hard surface trails terminate at Highway 99 just south of Sunset Boulevard and approximately 600 feet to the north at Highway 99 in the greenway north of the Sherwood YMCA. These are the closest multi-use trail connections to the Sherwood West study area. The planned Ice Age Tonquin Trail alignment will parallel Roy Rodgers Road at the northeast edge of the study area. The future trail will traverse through Sherwood along Cedar Creek and connect to the Tualatin River National Wildlife Refuge. The completed Tonquin Trail system will link the cities of Sherwood, Tualatin, and Wilsonville.

There are no formal multi-use trails or parks in Sherwood West. Chicken Creek forms a natural greenway flowing southwest to northeast through the study area, eventually draining to the Tualatin River via Cedar Creek. The Cedar Creek greenway through the city connects at Chicken Creek. West Fork Chicken Creek and Goose Creek form smaller natural greenways in the central and southeast portions of the study area, respectively. Upper Chicken Creek, a 38-acre Metro-owned natural area, is located just outside the study area and abuts its western edge south of Kruger Road.

While the Parks Master Plan does not detail needs for the Sherwood West area, Chapter 5 of the Sherwood Comprehensive Plan establishes minimum standards for parks and open space. Those minimum standards are summarized in the following Table 4.

Table 4. Guidelines for Providing Parks, recreation, and Trail Facilities in Sherwood

| TYPE | SIZE | LEVEL OF SERVICE |
|------------------------------------|--|---|
| Tot Lots/Mini-Parks | 2,400 sq. ft. to 1 acre in size | Minimum of 1 acre to serve needs of 1,000 people |
| Neighborhood Parks | 2-5 acres in size | Minimum of 1 acre to serve needs of 500 people or 1 park to a neighborhood of 2,000 to 4,000 people |
| Community Park | 10-25 acres in size | Minimum of 1 acre to serve needs of 1,000 people or 1 park to a community of 20-25,000 people |
| General Open Space – Greenway | variable depending on location | acres per population density is variable but intended to serve entire community |
| Natural Trails and Scenic Pathways | average of 1 to 2 miles long with a use intensity of about 50 people per day | These typically border transportation and utility corridors, floodplains and other areas of natural and scenic value |
| Conservation Management Area | not specified | These generally consist of areas within the 100-year flood plain that are described as wetlands, marsh, bogs, and ponds, and includes all creek and natural drainage ways |

The Comprehensive Plan emphasizes that park facilities must be accessible and central to the population it serves. For example, the service area of a neighborhood park is considered to be ½-mile in radius.

Environment and Natural Resources

Floodplains

Based on FIRM analysis, there is a defined 100-year floodplain for a portion of Chicken Creek and up West Fork Chicken Creek within Sherwood West. The floodplain for Cedar Creek at its intersection with Chicken Creek is also defined. These floodplain areas currently appear to be natural greenways within the study area. The upper reaches of Chicken Creek and Goose Creek do not have available flood study data.

Wetlands

National Wetland Inventory (NWI)-mapped wetlands in the study area are most prominent along the riparian corridor of Chicken Creek. Three smaller wetland areas are also shown outside this corridor—two near Chicken Creek and one near the headwaters of Goose Creek. In total, the NWI-mapped wetlands comprise just over 31 acres within the study area. The local wetland inventory from Metro is identical to the NWI.

Additional areas of wetlands are also likely present within the study area. These wetlands would most likely occur along smaller tributaries of Chicken Creek, Cedar Creek and Goose Creek as well as in areas of mapped hydric soils. The Natural Resources Conservation Service (NRCS) maps three hydric soil series within the study area: Wapato silty clay loam, Huberly silt loam, and Delena silt loam. Wapato soils occur within the floodplains of the major streams within the study area; Huberly soils occur on stream terraces and in the agricultural fields in the northern portion of the study area; and Delena soils occur in swales in the upper portions of the watersheds. Additional wetlands are likely present within areas of mapped hydric soils. A wetland inventory would be necessary to determine the likely extent of these wetlands.

Wetlands, streams, and natural waterbodies would also have a buffer regulated by Clean Water Services (CWS). These buffers generally extend up to 50 feet from the boundary of the sensitive area, but may extend farther in areas where slopes greater than 25% occur adjacent to the sensitive area.

Slope Hazard

Steep slopes (25% and greater) in Sherwood West are defined along drainage corridors for Chicken Creek, West Fork Chicken Creek, Goose Creek, and their tributaries. The steeper slopes are linear along the banks of these drainage ways. In addition, a higher point in the southwest portion of the study area has slopes that exceed 25%. Generally, the study area has an undulating form but not drastic changes in terrain relief. Slope analysis in GIS calculated the results shown below in Table 5 (acreages clipped to the Sherwood West boundary).

Table 5. Summary of Slope Hazard Area within the Study Area

| SLOPE (%) | AREA (acres) | PORTION OF STUDY AREA (%) |
|-----------|--------------|---------------------------|
| 0-10 | 862.03 | 67 |
| 10-15 | 219.53 | 17 |
| 15-20 | 91.53 | 7 |
| 20-25 | 54.36 | 4 |
| >25 | 63.45 | 5 |
| TOTAL | 1,291 | 100 |

Endangered and Threatened Species

Endangered and threatened species may occur within the study area if suitable habitat is present. Data from the Oregon Biodiversity Information Center (ORBIC) indicates that one federally listed fish and one state-listed plant have been documented within two miles of the study area. Steelhead (*Oncorhynchus mykiss*), which is federally listed as threatened, is known to occur in Chicken Creek and Cedar Creek. White rock larkspur (*Delphinium leucophaeum*), which is state-listed as endangered, is known to occur to the south of the study area and could occur within the study area if suitable habitat exists.

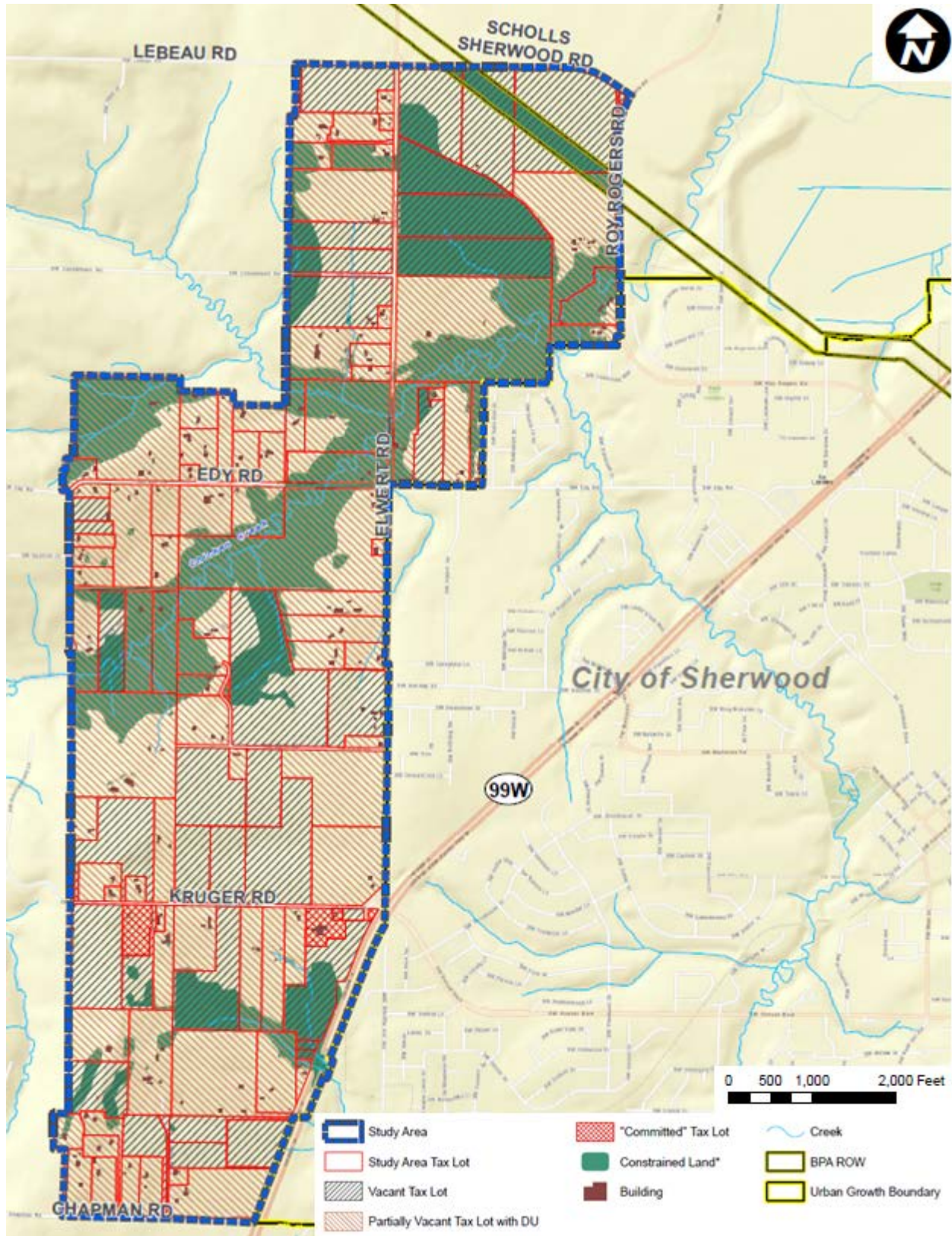
The U.S. Fish and Wildlife Service (USFWS) lists nine additional federally listed endangered, threatened, and candidate species that are known or suspected to occur in Washington County (Table 6). None of these species are known to occur within the study area, but they could occur if suitable habitat is present. An inventory of the study area would be necessary to document the occurrence of these species or the presence/absence of suitable habitat within the study area.

Table 6. Endangered and Threatened

| Common Name | Scientific Name | Status | Comments |
|-------------------------|--|------------|---------------------------------------|
| Yellow-billed cuckoo | <i>Coccyzus americanus</i> | Threatened | |
| Northern spotted owl | <i>Strix occidentalis caurinus</i> | Threatened | Habitat not present within study area |
| Marbled murrelet | <i>Brachyramphus marmoratus</i> | Threatened | Habitat not present within study area |
| Streaked horned lark | <i>Eremophila alpestris strigata</i> | Threatened | |
| Nelson's checkermallow | <i>Sidalcea nelsoniana</i> | Threatened | |
| Willamette daisy | <i>Erigeron decumbens var. decumbens</i> | Endangered | |
| Kincaid's lupine | <i>Lupinus sulphureus ssp. kincaidii</i> | Threatened | |
| Fender's blue butterfly | <i>Icaricia icarioides fender</i> | Endangered | |
| Red tree vole | <i>Arborimus longicaudus</i> | Candidate | |

APPENDIX A. City of Sherwood Plan and Zoning Map, 2013

APPENDIX B. Sherwood West Buildable Land



*Constrained area includes Title 13 lands, slopes 25% and greater, the 100-year floodplain, and a BPA transmission line corridor.

APPENDIX C. Sherwood West Water System

APPENDIX D. City of Sherwood Sanitary and Sewer Systems

APPENDIX E. Sherwood West Stormwater System

APPENDIX F. Washington County Street Classification Map

APPENDIX G. City of Sherwood Street Functional Classification

The methodology used to develop the buildable lands inventory and the results of the buildable lands inventory was developed and assessed by City of Sherwood staff.¹

Methodology

1. *Definitions used in the inventory:*

Vacant land

- Any tax lot that is fully vacant as determined by RLIS GIS Data², aerial photography, field checks and local records.
- Tax lots that are at least 95% vacant are considered vacant land.
- Tax lots that are less than 2,000 sq. feet developed AND developed part is under 10% of entire lot

Developed land

- Part vacant/part developed tax lots are considered developed and will be treated in the redevelopment filter

2. *Steps in developing the buildable land inventory:*

Step 1: Inventory and map fully vacant residential lands

a. Sort City tax lot data by zoning designation within the City boundary.

The residential zones including any planned unit development overlay utilized within this study include:

Very Low Density Residential (VLDR)

Low Density Residential (LDR)

Medium Density Residential Low (MDRL)

Medium Density Residential High (MDRH)

High Density Residential (HDR)

b. Identify parcels that are fully vacant.

1. Remove developed parcels using most recent Metro's RLIS GIS data.
2. Planning staff review based on current aerial photography, field checks, and local records

Step 2: Subtract unbuildable acres

a. Remove tax lots that d/n have potential to provide residential growth.

1. Tax exempt with property codes for City, State, Federal and Native American designations
2. Schools
3. Churches and social organizations-based solely on tax exempt codes
4. Private streets
5. Rail properties
6. Tax lots under the minimum lot size of the zone or 4,250 sq. ft. for residential land due to infill standards
7. Parks

b. Calculate deductions for environmental resources³.

1. Remove Floodways-100% removed

¹ Michelle Miller, AICP, Senior Planner at the City of Sherwood developed the buildable lands inventory.

² Metro's Data Resource Center collaborates with local partners to develop and deliver the Regional Land Information System (RLIS) – more than 100 layers of spatial data that supports strategic decision-making for governments, businesses and organizations across the region.

³ Environmental resources are considered to include Title 3, Title 13 FEMA floodway and slopes over 25 %.

2. Recognize environmental constraints such as slopes over 25 % and constrained areas as defined by Cities and Counties under Metro Functional Plan Title 13-Riparian Corridors (Class I and II) and Upland Wildlife Habitat (Class A and B) -100%
3. By assumption, allow one dwelling unit per residentially zoned tax lot if environmental encumbrances would limit development such that by internal calculations no dwelling units would otherwise be permitted.

c. Calculate for future streets.⁴

This methodology sets aside a portion of the vacant land supply (not redevelopment supply) in order to accommodate future streets and sidewalks. This assumption is calculated on a per tax lot basis.

1. Tax lots less than 3/8 acre assume 0% set aside future streets.⁵
2. Tax lots between 3/8 acre and 1 acre assume a 10% set aside for future streets
3. Tax lots greater than an acre assume an 18.5% set aside for future streets
4. Industrial zoning assumes a 10% set aside regardless of size.

Step 3: Inventory and map re-developable lands

a. Definition:

Re-developable: applies to lots that are classified as developed that are now likely to redevelop or during the 20-year planning period.

b. Query performed that identifies previously developed lots that have potential to redevelop over time due to the relationship between the size of the lot and the value of improvements.

1. Sites between .26-.54 acres with improvements less than \$ 50 K
2. Sites over .55 acres with improvement between \$50,001-100 K
3. Sites over 1 acre with improvement values between \$ 100,001-150 K
4. Results of this query include land that is wholly re-developable, meaning existing improvements would be replaced, and land that is partially vacant, meaning the lot could be divided to allow for additional development.

Step 4: Planning staff review of draft map-(Investigative step)

a. Remove under construction or pending construction as of October 1, 2014

b. Added back and redefined areas of special concern (Areas like Brookman for example)⁶

c. Review and add City owned properties that are developable and not held for public purpose

d. For parcels zoned MDRH and HDR determine densities based on location and likelihood that parcel will develop with multifamily or single-family dwelling units and base densities on minimum lot size for single-family and maximum density for multifamily.

e. Re-developable or partially vacant sites that include:

- Properties currently for sale
- Lots that are more than twice the minimum lot size required to support the number of existing dwelling units including tax lots that have land division potential
- Sites that should have been identified as partially vacant but not caught earlier
- Lands with single-family development zoned for multifamily development

f. Remove from Map and defined the following as Not Likely to Redevelop

- Sites occupied by active religious institutions
- Sites with known deed restrictions
- Sites currently under development
- Sites occupied by utility infrastructure

⁴ The BLI accounts for future streets on a tax lot by tax lot basis. The buildable area of each tax lot is reduced based on individual tax lot size.

⁵ The basis for these net street deduction ratios derive from previous research completed by the Data Resource Center and local jurisdictions for the 2002 UGR.

⁶ Assume Brookman Concept Plan Zoning

- Commercially zoned land greater than ½ mile from either residential or town center lots-most likely won't be mixed use with residential

g. Redevelop Strike Price Analysis

- Perform on all tax lots planned for residential and commercial development, to identify Multifamily and Commercial sites with a market redevelopment strike price of less than \$10 per square foot.⁷

$$\text{Strike Price} = \frac{(\text{Improvement value} + \text{land value})}{\text{Total Sq. Ft of lot}}$$

h. Identify possible rezone properties that would either be added or subtracted from the inventory over time.

Results of the Buildable Lands Inventory

Table A- 1 presents the City's inventory of buildable land. The buildable lands inventory is based on City of Sherwood and Metro GIS data. Table A- 1 shows that Sherwood has 175 net acres of suitable buildable residential land. Fifty-five percent of Sherwood's vacant land (96 acres) is within the city limits and 45% (79 acres) is within the Brookman Area or other unincorporated areas within the current Urban Growth Boundary.

Table A- 1. Inventory of suitable buildable residential land, net acres, Sherwood city limits and areas within the UGB, 2014

| Zone | Gross Acres | Percent of Total |
|--|-------------|------------------|
| Land within City Limits | | |
| Very Low Density Residential (VLDR) | 24 | 14% |
| Very Low Density Residential Planned Unit Development (VLDR-PUD) | 1 | 1% |
| Low Density Residential (LDR) | 22 | 13% |
| Medium Density Residential-Low (MDRL) | 14 | 8% |
| Medium Density Residential-High (MDRH) | 21 | 12% |
| High Density Residential (HDR) | 14 | 8% |
| Subtotal | 96 | 55% |
| Brookman and Other Unincorporated Areas | | |
| Very Low Density Residential (VLDR) | 1 | 1% |
| Medium Density Residential-Low (MDRL) | 52 | 30% |
| Medium Density Residential-High (MDRH) | 8 | 4% |
| Medium Density Residential- Low/High* (MDRL/H) | 15 | 8% |
| High Density Residential (HDR) | 3 | 2% |
| Subtotal | 79 | 45% |
| Total | 175 | 100% |

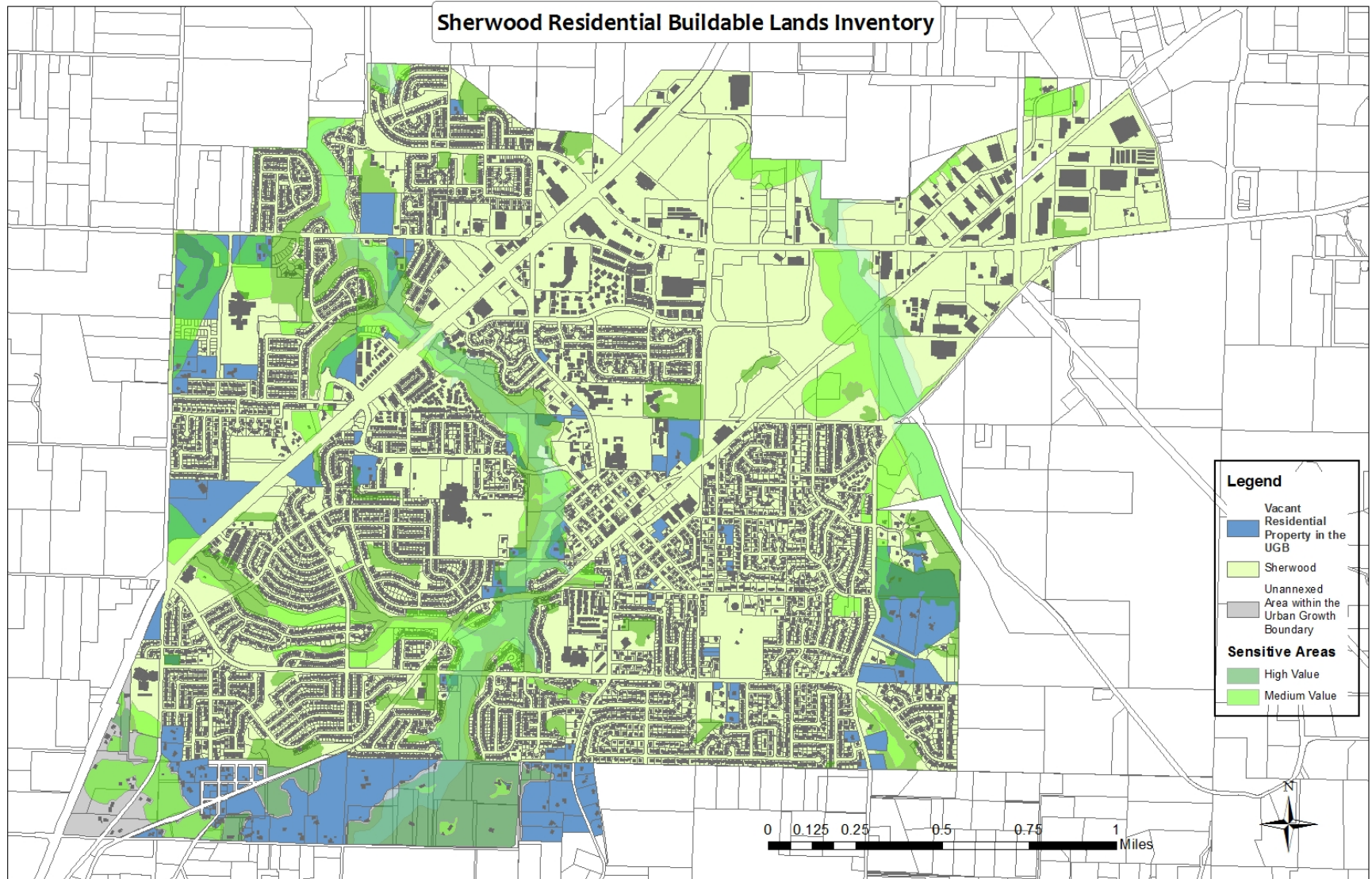
Source: City of Sherwood

*Note: There is one lot split between MDRL and MDRH.

Map A-1 shows vacant and partially vacant land in Sherwood.

⁷ This formula is part of the draft proposed Metro methodology for identifying sites zoned for Multifamily and Mixed Use Development that are likely to redevelop. \$10/sq.ft. is the estimated threshold for the market supporting redevelopment of suburban sites that are zoned for multifamily development.

Map A-1. Inventory of suitable buildable residential land, net acres, Sherwood city limits and areas within the UGB, 2014



Draft Alternative A

The North District is a mixed-housing neighborhood organized around a new school and park with local neighborhood retail between the school and Roy Rogers Road. The corner of Roy Rogers and Scholls/Sherwood Road is envisioned as Athletic Fields serving the entire City of Sherwood. The location on the edge of town offers both local access from the adjacent neighborhood, as vehicular access from the adjacent arterial network.

The West District is a mixed-housing district organized around a neighborhood park at the headwaters of an unnamed creek branching off Chicken Creek. The intersection of Elwert and Edy road has been relocated in this alternative to slow down cut-through traffic and to avoid sensitive creek confluences. Future Elwert Road is envisioned as an extension of Sunset: a heavily landscaped multi-modal boulevard with roundabouts. A mixed-use commercial node is envisioned at this new intersection, adjacent to land already zoned commercial and within walking distance from Edy Ridge School. This center serves both existing and new neighborhoods. A second small mixed-use center is located around the connection of Kruger, Elwert and HWY 99.

The Far West District has a mixed residential and local retail component retail to offset the cost of the Elwert and Edy reconfigurations. The higher and steeper elevations are envisioned to be hillside residential.

The Southwest District is a residential neighborhood with varying densities. A park is envisioned on the top of the hill next to the water reservoir, much like Snyder Park. The higher and steeper elevations are envisioned to be hillside residential.

Draft Alternative B

The North District is a mixed residential neighborhood organized around an internal mixed-use neighborhood center and park. Residential density transitions from center to edge of neighborhood. The corner of Roy Rogers and Scholls/Sherwood is a school, connected to the center of the neighborhood via a park.

The West District is a residential neighborhood with smaller pocket parks. The higher elevation, above the water pressure zone has another school and a mix of housing types. It also has a hilltop park adjacent to the school. At the intersection of Kruger and a proposed north-south street, there is a mixed-use neighborhood center with residential intensity transitioning from the intersection to the edge of the neighborhood. Elwert remains as a straight north-south route in this alternative but is envisioned as an extension of Sunset: a heavily landscaped multi-modal boulevard. There are no roundabouts in this alternative; rather standard intersections that are spaced appropriately.

The Far West District has athletic field in the flattest parts directly north of Edy road, just east of a proposed nature conservancy park. South of Edy is hillside residential is proposed matching existing development patterns.

The Southwest District is a residential neighborhood with varying densities. Higher and steeper elevations are envisioned as hillside residential.

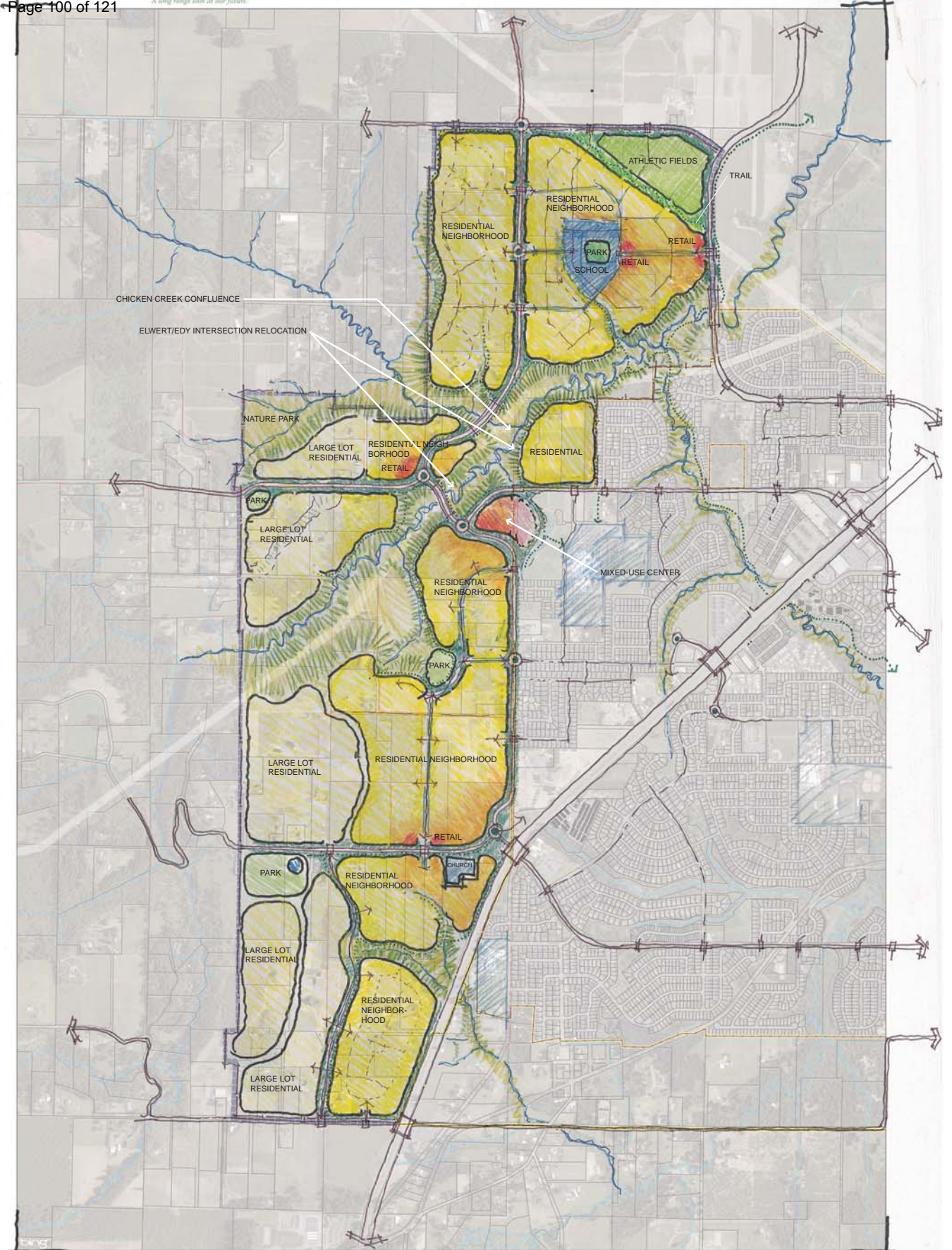
Alternative C

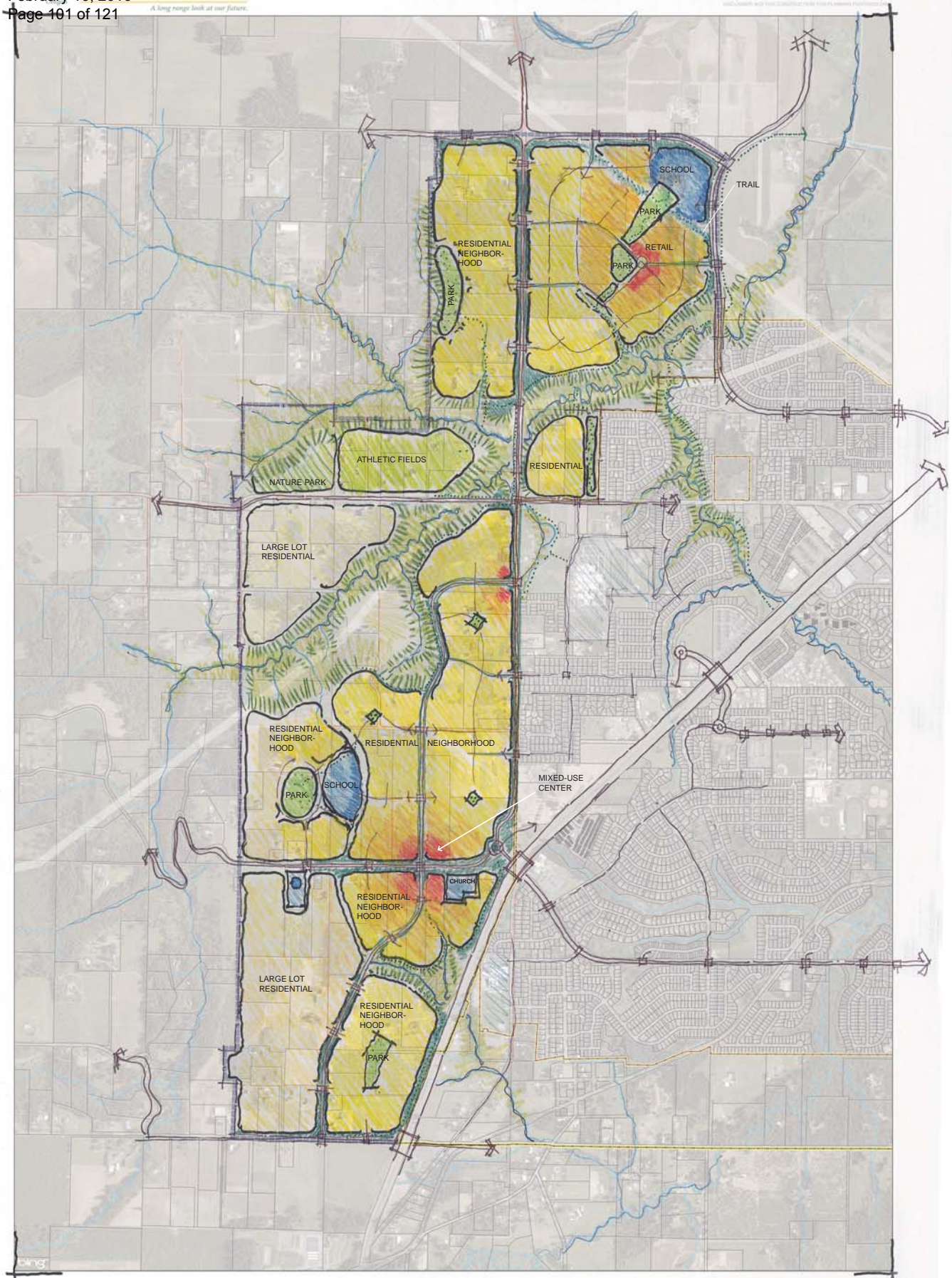
The North District is a mixed-housing neighborhood organized around a park. Local neighborhood commercial is located between Elwert and the neighborhood park. Higher intensity housing types are located along Elwert and the power line corridor. The corner of Roy Rogers and Scholls/Sherwood Road could be a conventional commercial center or even a mixed-use commercial center. It is served to both autos and pedestrians (providing convenient regional and local access).

The West District is a residential neighborhood organized around a school and neighborhood park at the headwaters of an unnamed branch of Chicken Creek. A local mixed-use retail node is directly adjacent to the school and the park, east of Elwert. Housing intensities transition from east to west (low to high). A nature park is shown on the steep terrain between creek braches. There is also a small local retail corner on Kruger near the church. Higher and steeper elevations are envisioned as hillside residential. Elwert Road remains as a straight north-south route in this alternative but is envisioned as an extension of Sunset: a heavily landscaped multi-modal boulevard with an occasional roundabout at key locations to slow down traffic and signal major neighborhood entries.

The Far West District has hillside residential and no intense urban development.

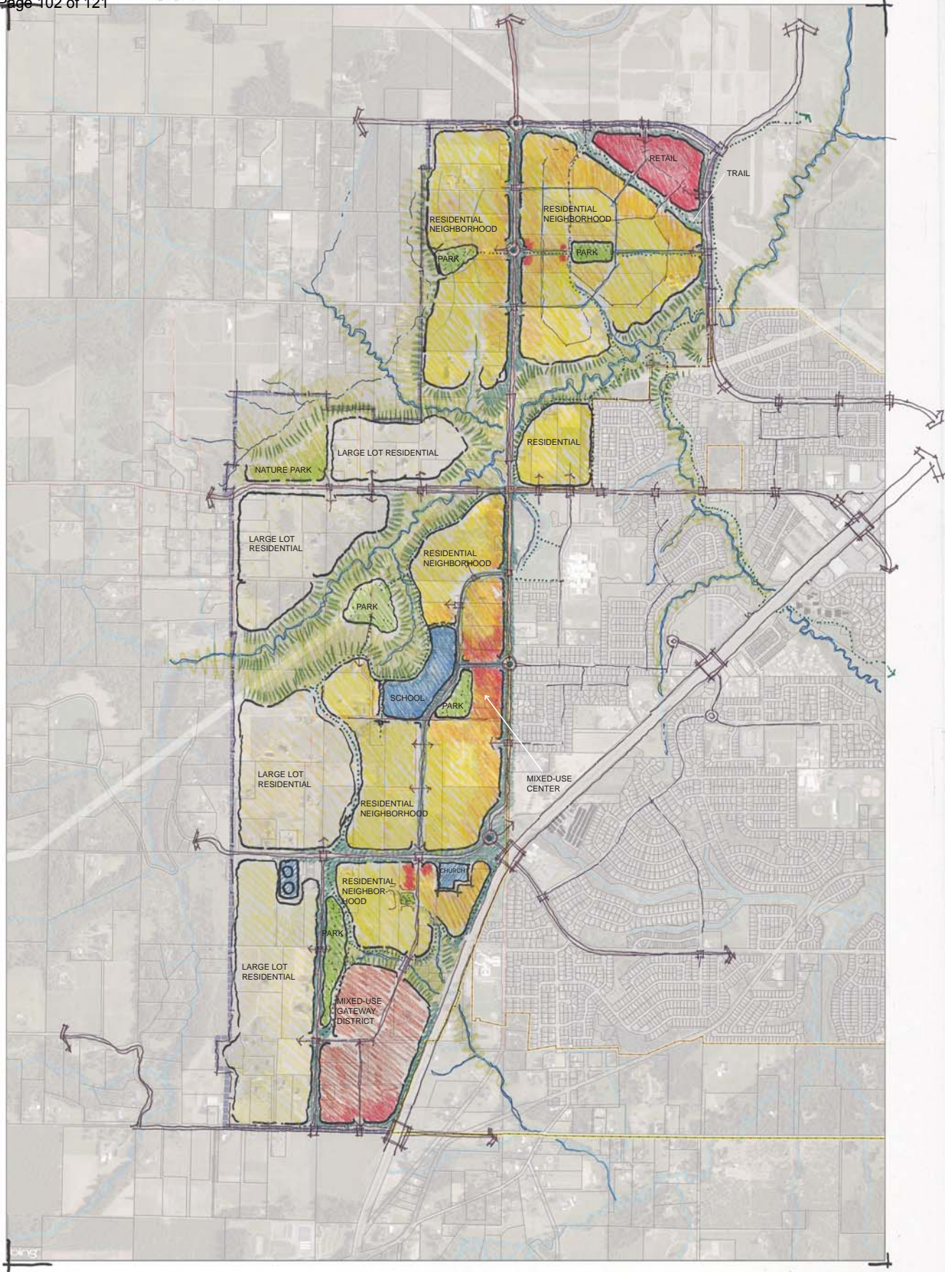
The Southwest District is seen as the gateway to Wine country in this alternative, with a mixed-use/commercial/lodging/tourism district. Surrounding residential neighborhoods are buffered by natural features (creek) and also a park at the head waters of Goose Creek. Higher elevations is rural or very low residential.





Powerline Corridor
Gas trunk line





Powerline Corridor
Gas trunk line



DATE: June 10, 2015

ECO Project #: 21928

TO: Brad Kilby and Connie Randall, City of Sherwood

FROM: Lorelei Juntunen, ECONorthwest; and Kirstin Greene, Cogan Owens Greene

SUBJECT: FINDINGS FROM INITIAL SERVICE PROVIDER INTERVIEWS

ECONorthwest (ECO) is part of a consulting team led by Cogan Owens Greene (COG) that is assisting the City of Sherwood with development of a Preliminary Concept Plan for Sherwood West. The goal of the Preliminary Concept Plan is to create a roadmap that will help inform future possible urban growth expansion decisions regarding the Urban Reserve Area 5B (Sherwood West). ECONorthwest is charged with, among other tasks, assisting with the development of a phasing and funding strategy for infrastructure and efficient development in the Sherwood West area. The first step in that process, and the subject of this memorandum, is a series of interviews with key city staff and stakeholders regarding infrastructure and service provision in the area. This memorandum summarizes interview findings for use by the consultant and staff team.

Background and purpose

Key findings from the interviews will help the consultant and staff team to understand current financial constraints and opportunities, as well as the existing implementation tool kit. Specifically, the interviews provide input on the following:

- Identify geographic areas with likely infrastructure capacity and constraints, with specific attention to services that communities are required to analyze to comply with Metro's Title 11 and statewide land use planning Goal 14 (water, sanitary sewer, storm water, and transportation facilities)
- Consider possible cost and efficiency implications of various approaches to accommodating expected growth
- Provide preliminary input to the planning team regarding the areas with the least and greatest cost efficiency for accommodating growth, for consideration as the team develops scenarios
- Identify any additional research needed to better specify the scenarios regarding cost efficiency and infrastructure provision and phasing

Interviewees were:

- Joe Gall, City Manager, City of Sherwood
- Julie Blum, City Finance Director, City of Sherwood
- Mike Dahlstrom, Senior Planner Washington County
- Steve Kelly, Senior Planner Washington County
- Rob Fagliano, Sherwood School District
- Phil Johanson, CFO, Sherwood School District

- John Wolff, Deputy Fire Marshal II, Tualatin Valley Fire and Rescue
- Bob Gallati, City Engineer, City of Sherwood
- Craig Sheldon, Public Works Director, City of Sherwood

A follow-up work session with staff also informed findings in this memorandum. Interviewees reviewed and amended draft text to ensure accuracy.

Summary: Key implementation issues to be addressed

The following are high-level findings of implementation issues that the team should consider when developing scenarios, conducting outreach, and identifying preferred development patterns.

- **The City of Sherwood’s voter-approved annexation law creates a significant hurdle for development in Sherwood West.** In November 2015, a nearby area referred to as the Brookman Area may be on the ballot for annexation. If the Brookman annexation fails, land needs will be exacerbated as described in the City’s recent Housing Needs Analysis.
- **Infrastructure (especially transportation infrastructure) is likely to be expensive throughout the Sherwood West Planning Area.** Creek crossings, upgrades to rural roads, challenging topography, and other issues will contribute to the cost. In many expansion areas, local government officials have stated a strong preference that “growth pay for itself,” without burdening the current population; preliminarily, this is also the City of Sherwood’s preference. High infrastructure costs may affect development price points if only developer-funded infrastructure is possible. Additional public funding sources should be considered.
- In terms of geography, all areas will have substantial infrastructure costs. The area nearest the **intersection of Kruger and Elwert appears to have the greatest potential for relative cost effective development**, because it is relatively easy to serve with sanitary sewer and water, and is proximate and connected to existing development in Sherwood. Preliminarily, it is the likely location for a first phase. The northern portion of the study area is impacted by Chicken Creek, wetlands, and other natural resource issues that complicate development and infrastructure options. The flattest land and most developable land (in the northern portion of the study area and around Roy Rogers) is difficult to serve with transportation, water and sewer, and stormwater infrastructure. However, additional evaluation for infrastructure costs is warranted, as the area may have benefits for development.

Infrastructure Systems

Water, sanitary sewer, stormwater

- **The area that can be served by existing sanitary sewer and stormwater drainage system is fairly limited.** Stormwater drainage is also challenging since there are two drainage points. Moving stormwater under Highway 99 is challenging. Areas served will be

contour limited. The areas that can be served will be limited and are likely to require regional stormwater facilities. An analysis of downstream impacts to stream structure will be required, if hydromodification becomes mandated as Clean Water Services reconsiders its requirements.

- The area near the Kruger may be the easiest to serve.

Transportation

Providing urban-standard transportation access in the area will be a challenge, and will likely be one of the most significant development costs. Roads in this area were built to rural standards and will need to be upgraded to include medians, sidewalks, buffers, etc. The area sees a lot of pass-through traffic which creates traffic issues that will be exacerbated by development in Sherwood. Specific issues include:

- Bringing Elwert Road up to County standards will require a substantial cut and fill effort because of sight distances, in particular the intersection of Edy and Elwert. It is possible that these upgrades will be necessary regardless of which parts of the study area are targeted for development, though more evaluation is needed to confirm.
- It is likely that Roy Rogers Road, Elwert Road, and Scholls-Sherwood Road would need to be brought up to urban standards to support development in the northern part of the study area, which would be expensive. However, the area is relatively flat with excellent opportunities for transportation access. This area requires more evaluation.
- Focusing development closer to Elwert Road and Kruger Road could require a new road that is parallel to Elwert between Chapman and Lebeau to improve access.
- The City should avoid picking a major arterial road as a boundary, as that could set up conflicts between urban and rural demand.
- Though discussions with the Oregon Department of Transportation (ODOT) will be ongoing, it is unlikely that new crossings or access to Highway 99 will be allowed.
- New creek crossings would be affected by anadromous fish habit, which will merit further study and could increase costs.

Sherwood School District

Thoughtful school planning will be critical to the success of any future development in Sherwood West. The District reports that it is nearing capacity in its system, especially at the high school level. The District has commissioned a long-range facilities analysis to address capacity constraints (to be completed in 2015); it also recently undertook a boundary adjustment process to prepare to accommodate near-term growth inside the city limits. However, these processes do not specifically address the expansion of Sherwood West.

All findings remain preliminary and will need further evaluation as more information about the amount and location of growth expected in Sherwood West is available. At this time, the issues specific to Sherwood West include:

- Sherwood high school is currently operating at capacity, with a student population of 1600 (though annual student populations fluctuate and may decline in coming years as several smaller classes move through). The District will continuously be analyzing data and considering options, including possible expansion of the existing facility and / or eventually adding a second high school. If significant development is expected in West Sherwood, it may affect decision-making and timing.
- Given the capacity of elementary schools nearest to Sherwood West, it is likely that a new elementary school would be needed in Sherwood West. Land will be needed.
- The middle school that's nearest to Sherwood West would need new classrooms and an additional gym to accommodate significant new student growth.
- Funding will be an important consideration. Existing resources (systems development charges, or SDCs) may not be sufficient, especially for acquiring land for and building needed new facilities. Land donations from developers, General Obligation bonds, and other sources should be considered.
- Regardless of where growth occurs, the District strongly prefers metered growth rather than rapid expansion.

Overall, the District's capacity will be affected by growth regardless of where it occurs, but the scale of and timing of potential development in Sherwood West will certainly affect the District's facilities planning process. The Sherwood School District will continue to be engaged in planning for Sherwood West and other potential expansion areas in its boundary.

Public safety and fire

Tualatin Valley Fire & Rescue (TVF&R) serves the Sherwood West area. Planning for development of the area should consider transportation and water infrastructure to support emergency response needs. Not only is access to residential and commercial areas of concern to the Fire District, but connectivity through the area can impact response times. More specifically:

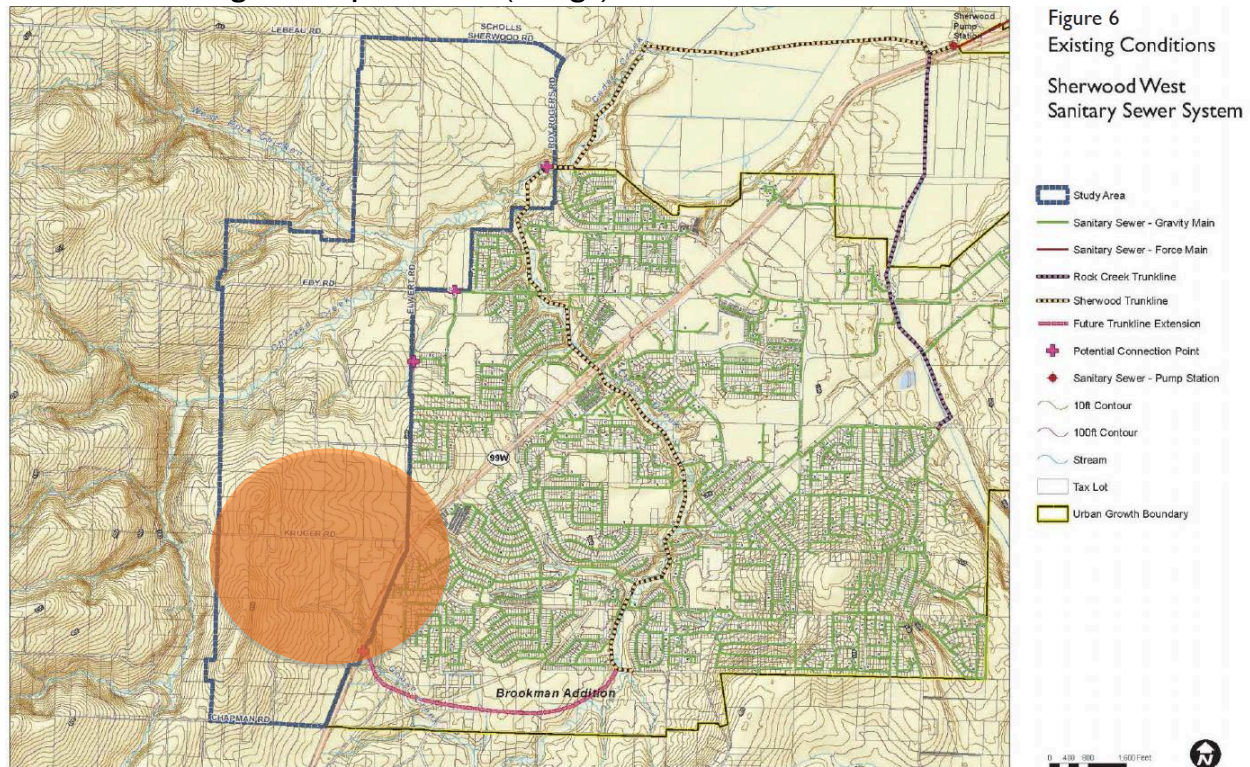
- **Topography:** The Sherwood West area could create challenges for fire apparatus and access; however, upgrading roads to urban standards should address most of TVF&R's access concerns. The Fire District requires that fire apparatus roadway grades not exceed 12%. When fire sprinklers are installed, a maximum grade of 15% may be allowed (Oregon Fire Code 503.2.7).
- **Water infrastructure:** Water from fire hydrants should be sufficient to provide at least 1,000 gallons per minute to all single-family and commercial buildings. If a structure is 3,600 square feet or larger, then additional flow may be needed (Oregon Fire Code B105.2). The Fire District strongly encourages new residential developments to include fire sprinkler systems to decrease fire and life safety risks.
- **Emergency Response:** Based on years of public opinion research, TVF&R's citizens have consistently voiced that fast and effective emergency response is their top priority. In

addition to Station 33 in Sherwood, the Sherwood West area is served by a network of fire stations. As part of a 10-year plan, the Fire District has identified at least seven sites, including West Bull Mountain, where additional fire stations and infrastructure will improve response times. Factors considered for station placement include housing density, types of development, demographics, and transportation infrastructure. As more specific details emerge about development in Sherwood West, Fire District planners will be able to assess what deployment changes might be needed. (TVF&R's Standard of Cover reflecting response time standards is available upon request.)

Phasing

Interview participants generally agreed that if development should occur, it makes sense for development to first occur near the intersection of Elwert Road and Kruger Road; expanding out from there. This concept is shown in Exhibit 1.

Exhibit 1. First stage development area (orange)



Source: City of Sherwood

Fiscal / financial tools

As identified by the Technical and Citizens Advisory Committees, a key question for development of the area is who will pay for infrastructure. Finance of urban services is a significant conversation in all urban growth boundary expansion areas. Washington County has developed policies that require the County to address this challenge, specifically as it relates to transportation infrastructure as follows: "As appropriate, prior to allowing development,

develop and implement financing strategies that provide adequate funding for the transportation systems necessary for the urban network.”

Sherwood stakeholders generally agree that new development should pay for its own infrastructure. Development-derived tools include systems development charges (SDCs) and Washington County’s transportation development tax (TDT). Other tools that may need to be considered to support development feasibility include new taxing districts, Local Improvement Districts, (LIDs), County funding sources, and supplemental systems development charges.

Next steps

As the consulting team develops scenarios for the Sherwood area, additional and more detailed analysis of infrastructure issues is needed.

- Assess property ownership patterns to determine sites that are larger, could be aggregated, and / or would be most likely to redevelop.
- Develop a relative order of magnitude estimate of infrastructure costs to help determine an approach to infrastructure funding and finance. The team should consider, at a high level, the implications of those costs for infrastructure funding tools.
- Coordinate Pre-Concept plans with Stormwater Master Plan and other ongoing infrastructure planning conversations.
- Based upon election results with respect to future Brookman area annexation proposals, refine timing of development in Sherwood West.
- Ongoing public and stakeholder outreach should continue to include property owners and developers.

The benefits of walkable, neighborhood-oriented retail nodes are widely documented; they are increasingly popular components of new master-planned developments. Millennials, who will be roughly 35-55 years old by 2035, will key a key driver in future demand for housing in Sherwood. Literature and surveys suggest Millennials seek walkable neighborhoods and amenities, green space, as well as food, art, and creative culture, and do not want to live in auto-oriented suburbs. By 2035, 24% of Sherwood’s population will be 60 years and older¹. Seniors are often seeking to downsize and increasingly desire walkable neighborhoods, social services, and active communities. Given these environmental, health, and livability benefits that neighborhood small-scale retail nodes provide and are increasingly desired by the population, the nodes are a cornerstone of the Preliminary Plan for Sherwood West.

At the same time, new developments at the fringes of urban areas face challenges with creating successful retail nodes. Many Sherwood residents can point to examples of vacant mixed-use buildings in new residential areas in other communities. For successful neighborhood retail development in Sherwood West, the City needs a thoughtful approach that:

1. **Right-sizes the amount of retail.** The Preliminary Concept Plan attempts to balance the amount of supportable retail with possible future household growth in Sherwood West. While the numbers remain preliminary, as an estimate from Sherwood’s Housing Needs Analysis,² Sherwood West might need to accommodate about 4,800 new households (or more) at buildout. Assuming Sherwood West follows a development pattern that is somewhere between suburban and urban, the reviewed literature in Table 1 suggests that each of these households will support about eight square feet of retail, for a total of about 38,000 square feet of retail across all retail nodes in the area. However, not all of these residents will live within walking distance of a retail node, and existing auto-oriented retail creates competition for household spending. The actual supportable square footage of retail per node is therefore likely lower. The Preliminary Concept Plan includes preferred locations

Table 1. Supportable retail: estimates from research

| Literature Source | Supportable Square Feet Per Household |
|---|--|
| Robert Wood Johnson Foundation (2013) | <i>Food/Grocery: 11.6 sq. ft.</i> <i>Eating Places: 12.4 sq. ft.</i> <i>Drinking Places: 1.5 sq. ft.</i> <i>Gift: 1.0 sq. ft.</i> <i>Flower: 0.5 sq. ft.</i> |
| Easton and Owen (2009) | 15 sq. ft. |
| Capital Region Council of Governments, Urban Places | <i>Minimum: 12 sq. ft.</i> <i>Maximum: 25 sq. ft.</i> <i>Average: 12 sq. ft.</i> |
| Capital Region | <i>Minimum: 4.5 sq. ft.</i> |

¹ Sherwood Housing Needs Analysis 2015 to 2035. ECONorthwest. June 2015.

² Sherwood Housing Needs Analysis 2015 to 2035. ECONorthwest. June 2015.

and relative size, not the absolute size, of retail. The Plan's relative retail size is greater than ECONorthwest's estimates, and additional and careful study of competing supply and phasing will be necessary in the next phase of research.

2. **Locations of neighborhood retail.** A neighborhood retail node is considered walkable for households within 0.25 miles. To ensure supportability, retail nodes should be surrounded by many rooftops. To support 8,000-10,000 square feet of retail, the rough amount included in the nodes shown on the preconcept plan maps, would require about 1,000-1,250 households within ¼ mile. Additionally, the location of neighborhood retail should be considered relative to existing retail (competing supply). In particular, Sherwood's existing downtown is successfully redeveloping, and new development should support rather than compete with this supply. Figure 1 identifies three locations for neighborhood retail nodes in Sherwood West and provides comments.
3. **Phasing and developer interaction.** Development of neighborhood nodes match overall phasing of Sherwood West. Retail development will only be successful if and when residential development occurs, and may be the last piece to successfully develop. To better understand the market dynamics that will drive financial feasibility of neighborhood retail, the City should work carefully with developers throughout the more detailed implementation work that will accompany entry to the urban growth boundary. As development occurs, maintaining those interactions with developers of mixed-use or neighborhood retail projects will be important to support development and assist with connections to appropriate retail tenants.

The Gateway Retail shown in the Preliminary Concept Plan is anticipated to draw from a more regional marketshed, and may include hotels and other tourist infrastructure tied to the region's growing wine and specialty agriculture tourism industry. Additionally, through community outreach conducted as part of this process, residents identified a potential need for additional retail and entertainment services such as doctors, pharmacies, movies, and auto parts stores in Sherwood. This type of retail might also be possible in the Gateway retail area. However, the type and amount of retail to be included in the Gateway area requires more study and market analysis if and when the area is added to the urban growth boundary.

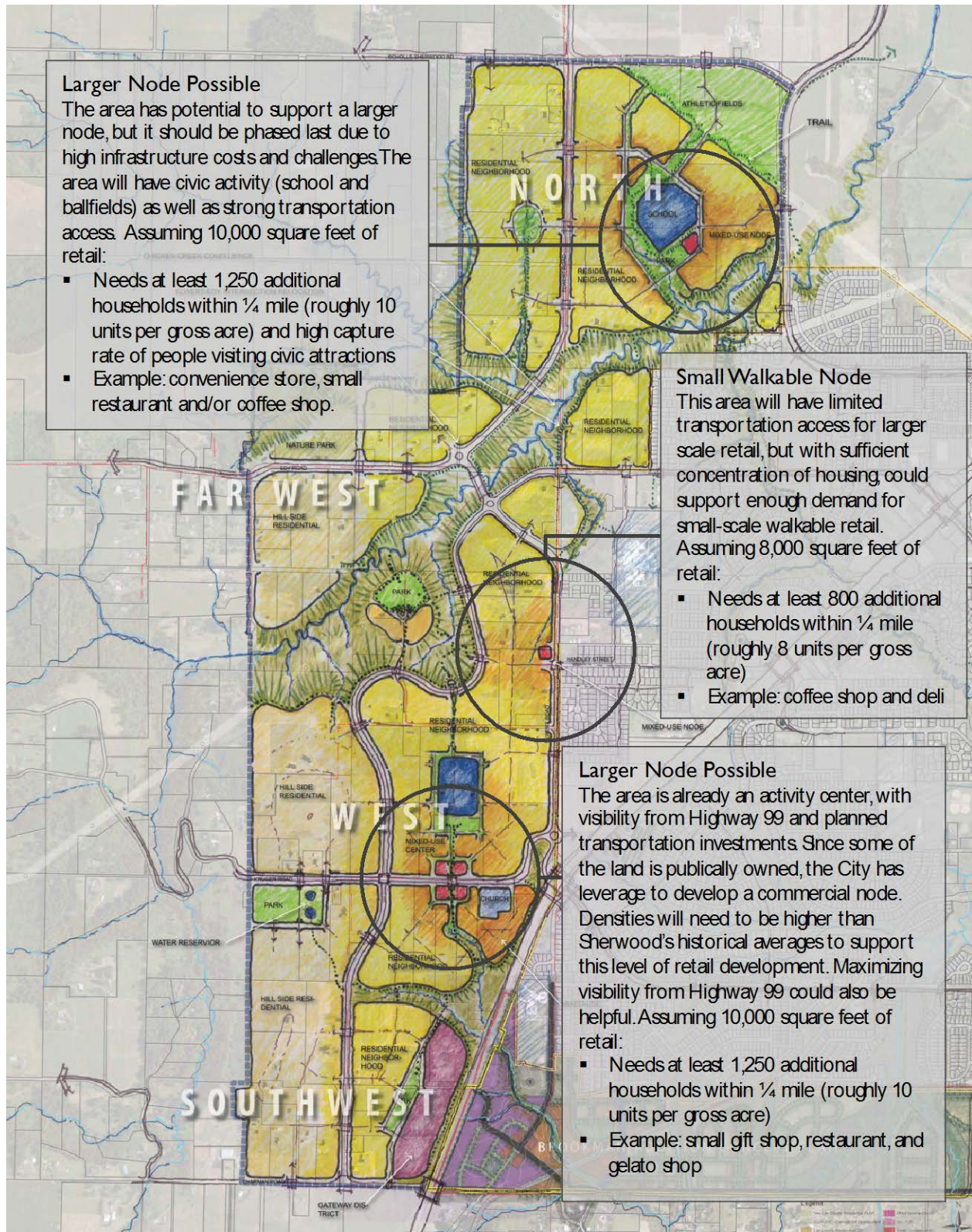


Figure 1. Sherwood West Neighborhood Retail Nodes

Sherwood West Concept Plan Transportation Options Alternative Analysis Report

Option Alternatives Development

The Sherwood West Preliminary Concept Plan transportation analysis was predicated on development of realistic transportation options, a comparison analysis of the pros and cons of any developed alternatives, and then presenting at least two preferred options along with estimated costs as a guide for future discussion of potential transportation improvements in the study area.

Limits of Analysis

The area of analysis is SW Elwert Road from Highway 99W to SW Scholls-Sherwood Road, and a small portion of SW Edy Road at the intersection with SW Elwert Road.

The transportation infrastructure phasing of the Sherwood West Preliminary Concept Plan is based on a technical analysis of where logical breaks in site development would occur. These development areas are defined as areas 1 through 6.

Existing Roads Configuration

SW Elwert Road's existing cross section is comprised of two 12-foot wide lanes, with no paved or gravel shoulders, and adjacent drainage ditches or wetlands within a 60-foot right-of-way. The horizontal alignment is rolling with non-conforming vertical sight distances for the posted speed of 45 mph within the section between Hwy99W and SW Edy Road, and the basic rule speed of 55 mph outside beyond SW Edy Road to SW Scholls-Sherwood Road.

SW Elwert Road has a straight horizontal alignment between the SW Kruger and SW Elwert Road intersection and the SW Elwert Road and SW Scholls-Sherwood Road intersection, with rolling vertical alignment that generally matches the existing topographic terrain. The vertical grades for SW Elwert Road tend to exceed ASSHTO standards for the roadway classification and designated speed limit.

To meet AASHTO standards SW Elwert Road will require a combination of cut and fill actions to remove excessive sags and crests. In particular, the intersection of SW Elwert Road with SW Edy Road is in a depression within both road alignments. This intersection would need to be raised significantly to meet AASHTO standards for arterial/collector intersections.

Proposed Cross Section

SW Elwert Road is classified as an arterial road with a future 3-lane configuration with; two 12-foot travel lanes, a 14-foot center turn lane, two 6-foot bike lanes, two 5-foot wide planter strips, two 8-foot wide sidewalks, and two 1-foot clear areas behind the sidewalks to the right of way line in both the City's and Washington County's Transportation System Plans (TSPs). The overall right of way width required with this cross section is 78-feet.

Analysis – Defining Options

The major limiting condition for the transportation options analysis is the phasing break between Areas 1,2 and Area 3, and in how the intersection of SW Edy Road and SW Elwert Road will be handled. There are two options that were analyzed with respect to constructability, construction costs, and environmental impacts.

Option 1

Option 1 consists of realigning SW Elwert Road and SW Edy Road such as to cross two Chicken Creek tributary streams at the narrowest points in order to reduce or eliminate wetland mitigation issues. The realignment follows the existing terrain, eliminates the need for excessive fills and minimizes impacts to the wetlands within the SW Elwert Road and SW Edy Road intersection. Option 1 will require construction of structural bridging and acquisition of right-of-way to accommodate the realignment of SW Elwert Road.

The realignment of SW Elwert Road will include the construction of roundabouts at major intersections, such as with SW Edy Road. The combination of roundabouts and curved alignments would likely discourage freight traffic usage of the road and reduce speeds of commuter traffic while still allowing significant local residential and commuter traffic flow.

This option has the benefit of flexibility relative to site development. The need to initiate this project would be predicated on the development of Area 3. Area 3 has significant site development items (e.g. school site and regional athletic facility) that would require and be able to cover the majority of the cost of constructing the improvements due to the availability of government funding options. The realignment has the benefit of taking advantage of minimizing environmental impacts and impeding the use of the route by freight traffic.

Construction of this option will also allow the existing SW Elwert Road and SW Edy Road alignments and intersection to remain in use until construction of the realigned roadway is nearly complete.

Analysis of the estimated construction costs indicate that this option, while expensive, is the least costly financially and to the environment, as well as the least impact to local and commuter traffic during construction.

Option 2

Option 2 consists of correcting the vertical alignment of the SW Edy Road and SW Elwert Road intersection to meet ASSHTO design standards. Specifically, raising the road elevation to reduce the adverse vertical curves and meeting stopping sight distances at intersection. This means raising the road approximately 10 to 20 feet (15 foot average) in elevation. The impacts from the intersection along SW Elwert Road from this action extend for approximately 2,050 feet, and approximately 790 feet along SW Edy Road.

By raising the road along this length, impacts to the existing right-of-way and adjacent wetlands occurs due to the need for fill with a 2:1 slope ratio. It is estimated that an additional 20 to 40 feet (30 foot average) of right-of-way would be required to account for fill slope. The standard wetland/vegetated corridor mitigation requirement is approximately 2:1 (Clean Water Service, R&O 07-20, Table 3-2).

Additionally, the existing culvert crossing would most likely need to be updated to meet future Clean Water Services (CWS), Environmental Protection Agency (EPA), United States Army Corps of Engineers (USACE) and Oregon Department of Fish and Wildlife (ODFW) requirements.

Option 2 does lend itself to phased development in conjunction with Area 3 for the same reasoning described above in Option 1. However, reconstruction of SW Elwert Road would require closure of the roadway to through traffic until roadway construction completion. This would have a definite negative impact to local and commuter traffic during the expected 1 to 2 year construction cycle.

Analysis of the estimated construction costs indicate that this option is the most expensive financially due to mitigating environmental impacts to the Chicken Creek corridor environment, and has the greatest impact to local and commuter traffic during construction.

There are additional utility infrastructure items that are included with each option, however the impacts on each option's construction costs are similar and are consequently not a significant factor in selecting one option over the other.

Robert J. Galati, P.E.
City Engineer



| | |
|--|--|
| City of Sherwood Cost Estimate | |
| Project Name: Sherwood West Concept Plan - Option 1 (Phase C1) | |
| Project Description: Reconstruct Elwert Road north of Edy Road to arterial standards from Edy Road to Scholls-Sherwood Road. Reconfigure Edy Road intersection and cross wetland corridors west of existing alignment (2 locations for bridges). Include infrastructure construction, storm water and sanitary. ROW acquisition cost based on full ROW width and agricultural land valuation. | |


| Construction Items and Descriptions | Unit | Qty | Unit Cost | Total Cost |
|---|---------|---------|-------------|--------------|
| Site Preparation | | | | |
| Mobilization (7% of Construction Sub-Total) | LS | 1 | \$3,025,450 | \$3,025,450 |
| Erosion Control (1% of Construction Sub-Total) | LS | 1 | \$432,207 | \$432,207 |
| Clearing & Grubbing (2.5% of Construction Sub-Total) | LS | 1 | \$1,080,518 | \$1,080,518 |
| Temporary Protection & Traffic Control (3% of Construction Sub-Total) | LS | 1 | \$1,296,621 | \$1,296,621 |
| Removal of Structures and Obstructions (4% of Construction Sub-Total) | LS | 1 | \$1,728,828 | \$1,728,828 |
| Roadway Elements | | | | |
| Asphalt Pavement | SF | 838,014 | \$10 | \$8,380,140 |
| Roadway Bridge (Elev Match 180') | SF | 48,000 | \$250 | \$12,000,000 |
| Curb and Gutter | LF | 21,666 | \$25 | \$541,650 |
| Sidewalk (6-foot width) | SF | 129,996 | \$7 | \$909,972 |
| Retaining Wall | Vert SF | | \$100 | \$0 |
| General Excavation | CY | 93,113 | \$18 | \$1,676,028 |
| Street Tree | EA | 433 | \$250 | \$108,330 |
| Planter Strip Landscape Planting | SF | 48,749 | \$8 | \$389,988 |
| Storm, Sanitary, Water | | | | |
| Sanitary Sewer Construction | LF | 10,833 | \$185 | \$2,004,105 |
| Storm Water Sewer Construction | LF | 10,833 | \$145 | \$1,570,785 |
| Water System Construction | LF | 13,514 | \$250 | \$3,378,500 |
| Stormwater Quality Treatment Facility (Regional) | LS | 2 | \$175,000 | \$350,000 |
| Right-of-Way Acquisition | | | | |
| Right-of-Way Acquisition | SF | 679,473 | \$15 | \$10,192,095 |
| Traffic Elements | | | | |
| Traffic Signal (Installation) | EA | | \$280,000 | \$0 |
| Traffic Signal (Modification per pole) | EA | | \$50,000 | \$0 |
| Rectangular Rapid Flash Beacons (RRFB) | EA | 1 | \$40,000 | \$40,000 |
| Striping | LF | 10,833 | \$10 | \$108,330 |
| Signage | LF | 10,833 | \$15 | \$162,495 |
| Street Lighting (Cobrahead) | LF | 10,833 | \$130 | \$1,408,290 |
| Street Lighting (Ornamental) | LF | | \$230 | \$0 |
| Other Construction Items | | | | |
| Other | | | | \$0 |
| Other | | | | \$0 |

| | |
|-----------------------------------|---------------------|
| Construction Cost Subtotal | \$50,784,332 |
|-----------------------------------|---------------------|

| | | | | |
|---|----|---|--------------|--------------|
| Construction Contingency (30% of Construction Cost Subtotal) | LS | 1 | \$15,235,300 | \$15,235,300 |
| Engineering Design and Construction Management (7.5% of Construction Cost Subtotal) | LS | 1 | \$3,808,825 | \$3,808,825 |

| | |
|----------------------------|---------------------|
| Total Project Cost: | \$69,828,456 |
|----------------------------|---------------------|

Notes:

| City of Sherwood Cost Estimate | | | | |
|--|---------|---------|---|---------------------|
| Project Name: Sherwood West Concept Plan - Option 2 (Phase C1) | | |  | |
| Project Description: Reconstruct Elwert Road north of Edy Road to arterial standards from Edy Road to Scholls-Sherwood Road. Include infrastructure construction, storm water and sanitary. ROW acquisition cost based on partial ROW width and agricultural land valuation. | | | | |
| Construction Items and Descriptions | Unit | Qty | Unit Cost | Total Cost |
| <i>Site Preparation</i> | | | | |
| Mobilization (7% of Construction Sub-Total) | LS | 1 | \$3,494,645 | \$3,494,645 |
| Erosion Control (1% of Construction Sub-Total) | LS | 1 | \$499,235 | \$499,235 |
| Clearing & Grubbing (2.5% of Construction Sub-Total) | LS | 1 | \$1,248,087 | \$1,248,087 |
| Temporary Protection & Traffic Control (3% of Construction Sub-Total) | LS | 1 | \$1,497,705 | \$1,497,705 |
| Removal of Structures and Obstructions (4% of Construction Sub-Total) | LS | 1 | \$1,996,940 | \$1,996,940 |
| <i>Roadway Elements</i> | | | | |
| Asphalt Pavement | SF | 313,482 | \$10 | \$3,134,820 |
| Elevated Roadway (Elevation Match 180') | SF | 184,520 | \$200 | \$36,904,000 |
| Curb and Gutter | LF | 14,018 | \$25 | \$350,450 |
| Sidewalk (6-foot width) | SF | 84,108 | \$7 | \$588,756 |
| Retaining Wall | Vert SF | | \$100 | \$0 |
| General Excavation | CY | 34,831 | \$18 | \$626,964 |
| Street Tree | EA | 280 | \$250 | \$70,090 |
| Planter Strip Landscape Planting | SF | 31,541 | \$8 | \$252,324 |
| <i>Storm, Sanitary, Water</i> | | | | |
| Sanitary Sewer Construction | LF | 6,069 | \$185 | \$1,122,765 |
| Storm Water Sewer Construction | LF | 7,009 | \$145 | \$1,016,305 |
| Water System Construction | LF | 7,009 | \$250 | \$1,752,250 |
| Stormwater Quality Treatment Facility (Regional) | LS | 2 | \$175,000 | \$350,000 |
| <i>Right-of-Way Acquisition</i> | | | | |
| Right-of-Way Acquisition | SF | 175,225 | \$15 | \$2,628,375 |
| <i>Traffic Elements</i> | | | | |
| Traffic Signal (Installation) | EA | | \$280,000 | \$0 |
| Traffic Signal (Modification per pole) | EA | | \$50,000 | \$0 |
| Rectangular Rapid Flash Beacons (RRFB) | EA | 1 | \$40,000 | \$40,000 |
| Striping | LF | 7,009 | \$10 | \$70,090 |
| Signage | LF | 7,009 | \$15 | \$105,135 |
| Street Lighting (Cobrahead) | LF | 7,009 | \$130 | \$911,170 |
| Street Lighting (Ornamental) | LF | | \$230 | \$0 |
| <i>Other Construction Items</i> | | | | |
| Other | | | | \$0 |
| Other | | | | \$0 |
| Construction Cost Subtotal | | | | \$58,660,105 |
| Construction Contingency (30% of Construction Cost Subtotal) | LS | 1 | \$17,598,032 | \$17,598,032 |
| Engineering Design and Construction Management (7.5% of Construction Cost Subtotal) | LS | 1 | \$4,399,508 | \$4,399,508 |
| Total Project Cost: | | | | \$80,657,645 |
| Notes: | | | | |

Sherwood West Pre-Concept Plan

Initial Evaluation of New Funding Tools

Sherwood West will need to access a range of funding tools to cover infrastructure (sewer, water, roads, etc.) costs to support urban development. To initiate that conversation, ECONorthwest considered a comprehensive list of funding tools against set criteria to arrive at an initial list of preferred tools for discussion.

CRITERIA DEFINED

CAPACITY

Can the tool generate sufficient revenue to serve as a cornerstone for an infrastructure funding plan? (Note that some tools that perform well on other criteria but generate relatively small amounts of revenue may still be included as one component of a larger funding plan even though they are not selected here as a "preferred" tool.)

TIMING

Can the tool provide up-front revenues to cover infrastructure, even before development occurs?

ADMINISTRATIVE EASE

How much administrative burden does the tool impose on City staff and resources?

STABILITY/PREDICTABILITY

Does the tool provide a consistent and reliable source of funds over time?

FLEXIBILITY

Does the tool have limitations on its use that reduce its utility for the Sherwood West site?

FAIRNESS:

Who pays? Are costs imposed proportionate to benefits received?

LEGALITY

Can the tool legally be used for the projects identified on the site?

POLITICAL ACCEPTABILITY

How controversial is the tool? Will the public and regional and local elected leaders support its use for the Sherwood West site?

The following matrix provides an assessment of a comprehensive list of funding tools against the criteria, and identifies the **four preferred tools** that have been selected for further evaluation.

| | | Efficiency | | | | | Fairness | Legality | Political Acceptability |
|------------------------|--------------------------|------------|--------|---------------------|--------------------------|-------------|----------|----------|-------------------------|
| | | Capacity | Timing | Administrative Ease | Stability/Predictability | Flexibility | | | |
| Citywide Tools | Property Tax: GO bonds | + | + | + | + | + | ✓ | ✓ | ✓ |
| | Income Tax | + | + | ✓ | - | + | - | ✓ | - |
| | Sales Tax | + | + | - | ✓ | + | ✓ | ✓ | - |
| | Payroll Tax | + | + | - | - | - | - | - | - |
| Transportation Related | Toll | ✓ | ✓ | - | ✓ | ✓ | + | ✓ | - |
| | Local Gas Tax | - | ✓ | - | ✓ | ✓ | ✓ | ✓ | ✓ |
| | VMT Tax | - | ✓ | - | ✓ | ✓ | ✓ | - | - |
| | Local Weight-Mile Tax | - | ✓ | - | - | ✓ | ✓ | - | - |
| | Vehicle Registration Fee | - | ✓ | - | ✓ | - | ✓ | - | ✓ |
| Development Derived | Sole Source SDC | ✓ | - | + | - | ✓ | + | ✓ | + |
| | Supplemental SDC | + | - | ✓ | - | + | + | ✓ | ✓ |
| | LID | ✓ | ✓ | ✓ | ✓ | + | + | ✓ | + |
| | Urban Renewal | + | - | ✓ | ✓ | + | ✓ | ✓ | - |
| | Income Tax Sequestration | - | - | - | - | ? | - | - | - |
| | Construction Excise Tax | ✓ | - | ✓ | - | ? | + | - | + |
| | Permit/Record Surcharge | - | - | ✓ | - | ✓ | + | ✓ | - |
| Other | Utility Fee | + | ✓ | + | + | + | ✓ | ✓ | ✓ |
| | Transient Lodging Tax | - | - | ✓ | ✓ | ✓ | - | ✓ | + |
| | Business License Fee | - | - | ✓ | - | + | - | ✓ | ✓ |
| | Real Estate Transfer Tax | ✓ | - | - | - | ? | + | - | - |
| | Special Service District | + | + | ✓ | + | + | ? | ✓ | ? |

| Legend | | | |
|---------|---|----------------|---|
| Good | + | Bad | - |
| OK | ✓ | Fatal Flaw | - |
| Unknown | ? | Preferred Tool | + |

Sherwood West Pre-Concept Plan

Tool Definitions

| Citywide Tools | | Notes |
|--|--|--|
| Property Tax: General Obligation (GO) Bonds | Local property taxes are committed to pay debt service on a city-issued GO Bond. GO bond levies typically last for 15 to 30 years for capital projects, and must be approved by a public vote. The effective property tax levied to support GO bond obligations can vary over time, based on the total assessed value of property within the jurisdiction that issued the bonds and the scheduled GO bond payment obligations. | Identified as a preferred tool because it can generate large amounts of up-front funding for infrastructure to support development. |
| Income Tax | A tax on income, typically calculated as a surcharge on state income tax. Could apply to people, corporations, or both. Relatively low rates (1-3%) have potential to generate substantial levels of revenue. | Fatal flaw: Local income taxes are politically challenging to implement |
| Sales Tax | A tax on retail sales, typically added to the price at the point of sale. Sales taxes are generally considered regressive because low-income people pay a higher percentage of their income than high-income people. There is no state sales tax in Oregon, but local governments could adopt a local sales tax. Essential goods like food, medicine, and housing are typically exempt from a sales tax. | Fatal flaw: Low likelihood of political acceptability for adopting a sales tax to fund growth. |
| Payroll Tax | A tax on wages and salaries paid by employers or by employees as a payroll deduction. A payroll tax generates revenue from people who work inside, but live outside of the area in which the tax is applied. Low rates (<1%) have potential to generate substantial levels of revenue. | Fatal flaw: Payroll tax revenue is used for operations and maintenance expenses associated with the transit systems, and would require significant effort to transfer to use for funding infrastructure. |

| Transportation Related | | Notes |
|---------------------------------|--|---|
| Toll | Tolls (e.g. on highways and bridges) are the most familiar form of a transportation access charge. Transportation access charges are most appropriate for high-speed limited access corridors, service in high-demand corridors, and bypass facilities to avoid congested areas. | Fatal flaw: Tolls lack political acceptability and are difficult to administer. |
| Local Gas Tax | A tax on the sale of gasoline and other fuels, levied as a fixed dollar amount per gallon. Typically, the use of local gas tax revenues is limited to transportation projects. | Fatal flaw: Gas tax is not likely to generate significant amounts of revenue, and could be difficult to administer. |
| Local Weight-Mile Tax | Heavy vehicles pay the weight-mile tax instead of the gas tax. The tax rate increases with the weight of the truck, and is assessed per mile traveled in Oregon. | Fatal flaw: Administration relies on self-reporting, which limits the accuracy and may require additional staffing to audit self-reported weights. Capacity is limited. |
| Vehicle Registration Fee | In Oregon, counties (but not cities) can implement a local vehicle registration fee. Fees are limited to \$43 per vehicle, charged every two years. A portion of a county's fee could be allocated to local jurisdictions. | Fatal flaw: The vehicle registration fee generates limited funds. |

Sherwood West Pre-Concept Plan

Tool Definitions

| Development Derived | | Notes |
|---|---|--|
| Sole Source Systems Development Charge (SDC) | SDC's are one-time fees based on proposed new use or increase in use of a property. Sole Source SDCs retains SDCs paid by developers within the limited geographic area that directly benefits from new development. | Could be one component of a funding strategy, but lacks ability to generate sufficient revenue to cover costs. |
| Supplemental SDC | Supplemental SDCs are additional SDCs charged on a specific sub-area of a city and are supplemental to the city's existing SDC. | Commonly used in expansion areas as one component of a funding plan. |
| Local Improvement District (LID) | An LID is a special assessment district where property owners are assessed a fee to pay for capital improvements, such as streetscape enhancements, underground utilities, or shared open space. LIDs must be supported by a majority of affected property owners. | Commonly used in expansion areas as one component of a funding plan. More analysis regarding property owner willingness to pay is required. |
| Urban Renewal | Tax increment finance revenues are generated by the increase in total assessed value in an urban renewal district from the time the district is first established. The governing body, usually acting on the recommendation of Technical and Advisory Committees, creates an urban renewal district with specific boundaries and identifies improvements to be funded within the district. Bonds may be issued to fund improvements. As property values increase in the district, the increase in total property taxes (e.g., city, county, school portions) is used to pay off the bonds. When the bonds are paid off, the entire valuation is returned to the general property tax rolls. Urban renewal funds can be invested in the form of low-interest loans and/or grants for a variety of capital investments: redevelopment projects, economic development strategies, streetscape improvements, land assembly, transportation enhancements, historic preservation projects, and parks and open spaces. | Urban renewal is not typically used in greenfield development areas that are not perceived as "blighted." However, they can be powerful tools for funding infrastructure and the city is legally able to use this tool in Sherwood West. |
| Income Tax Sequestration | A variation on a local income tax is income tax sequestration. This concept identifies some group of income tax payers and diverts some or all of their state income tax revenues to a specific project. | Fatal flaw: Administering this tool could be expensive and complicated. There is currently no State-sanctioned program in Oregon that would allow income tax sequestration, so a new program would need to be created. |
| Construction Excise Tax | A construction excise tax is a tax levied on the value of new construction. | Key limitation: Only school districts may levy a new excise tax. This source could potentially be used to fund school capital projects in Sherwood West, but it could not be used for infrastructure. |
| Permit/Record Surcharge | Building permits are fees charged to property owners for new construction, additions, or remodeling property. The amount of the building permit fee typically depends on the value of the construction. | Fatal flaw: This source generates very limited amounts of funding. |

Sherwood West Pre-Concept Plan

Tool Definitions

| Other Tools | | Notes |
|--|---|--|
| Utility Fee | A utility fee is a fee assessed to all businesses and households in the jurisdiction for use of specified types of infrastructure or public utilities, based on the amount of use (either measured or estimated). Most jurisdictions charge water and sewer utility fees, but utility fees can be applied to other types of government activities as well (both capital projects and operations and maintenance). A utility fee could be applied citywide or in a smaller area within a city. | Utility fees are increasingly used to fund infrastructure projects. |
| Transient Lodging Tax | A transient lodging tax is a fee charged to customers for overnight lodging, generally for periods of less than 30 consecutive days. The fee is a percentage of lodging charges incurred by the customer, though some jurisdictions levy a flat fee per room night. Typical tax rates range between 3% and 9%. These local tax rates are in addition to the State transient lodging tax of 1%. Although local jurisdictions use transient lodging tax revenues to fund a wide variety of programs, the State enacted new legislation in 2003 that requires new or increased local transient lodging taxes to dedicate at least 70% of net revenue to fund tourism promotion or tourism-related. | This could be used as one component of a funding plan, but lacks the capacity that bonds and other preferred tools carry. |
| Business License Fee | There are a variety of ways that jurisdictions could choose to charge fees on businesses, including a flat one-time fee, to an annual fee based on sales, number of employees, size of building, amount of parking, or other factors. License fees can apply to all businesses or only certain businesses such as automobile dealers or service stations. | Fatal flaw: This source generates very limited amounts of funding. |
| Real Estate Transfer Tax (RETT) | A RETT is a tax levied on the sale price of real property transfers. In other words, a sales tax on the value of homes, applied whenever there is a transfer of title for real property. | Fatal flaw: It is now illegal to adopt a new real estate transfer tax in Oregon. |
| Special Service District | A special service district can take several forms in Oregon, but in general, they use property taxes, service fees, or a combination of the two to finance infrastructure or other investments. Parks districts, fire districts, and county service districts are examples. A boundary for a potential special service district would need to be evaluated. | In Sherwood West, the most likely special service district would be a parks district to fund land acquisition, park development, and ongoing operations and maintenance of the facilities. |