### Affidavit of Mailing

DATE: January 19, 2021
STATE OF OREGON )
Washington County )
I, <u>Wayne Hayson</u> , representative for the <u>Pine Street Mixed Use</u> proposed development project do hereby certify that the attached notice to adjacent property owners and recognized neighborhood organizations that are within 1,000 feet of the subject project, was placed in a U.S. Postal receptacle on <u>January 19, 2021</u> .
Representatives Name: Wayne Hayson
Name of the Organization: Pioneer Design Group



CIVIL - PLANNING - SURVEY - LANDSCAPE

P503.643.8286 www.pd-grp.com 9020 SW Washington Square Rd Suite 170 Portland, Oregon 97223

January 19, 2021

### RE: NOTICE OF VIRTUAL NEIGHBORHOOD REVIEW MEETING

### PROPOSED DEVELOPMENT: A 5 Unit Live/Work Townhome Development

Dear Resident:

Pioneer Design Group, Inc. is representing the developer of property identified on the attached map ("the site") as Tax Map 2S132BC03100, otherwise known as 22415 SW Pine Street, Sherwood. The site is located in the City of Sherwood's Retail Commercial zone, within the Smockville Area of the Old Town Overlay District.

The Developer is considering a proposal for construction of 5 attached live-work townhomes. Each townhome will consist of 3 stories, with a live/work space and garage parking located on the ground floor, and attached single family residential space above. Primary pedestrian access to the units will be directly from SW Pine Street, with vehicular access to the units from a private alley to the rear of the building between SW Second Avenue and the existing driveway. Prior to applying for Land Use approval from the City, we would like to take the opportunity to discuss the proposal in more detail with you.

The purpose of this VIRTUAL meeting is to provide a forum for the applicant and surrounding property owners/residents to review the proposal and to identify issues so that such issues may be considered before the formal application is submitted. This meeting gives you the opportunity to share with us any special information you know about the site. We will attempt to answer questions which may be relevant to meeting development standards consistent with the City's Zoning and Community Development Code.

Pursuant to the City of Sherwood Covid-19 Virtual Neighborhood Meeting Requirements dated May 11, 2020, you are invited to attend a virtual meeting on:

### February 2<sup>nd</sup>, 2021 at 6:00 pm

Online at: <a href="https://bit.ly/382001meeting">https://bit.ly/382001meeting</a>; or Phone at: 971-358-1930, Conference ID: 828 320 827#

A copy of these materials can also be found online at: <a href="https://bit.ly/382001materials">https://bit.ly/382001materials</a>

Please note this meeting will be an informational meeting on preliminary development plans. These plans may be altered prior to submittal of the application to the City. Depending upon the type of land use action required, you may receive official notice from the City for you to participate with written comments and/or an opportunity to attend a public hearing. The meeting may be recorded for the purpose of preparing minutes for submittal with a Land Use Application.

Due to the nature of the virtual meeting, we will have limited opportunity to respond to live questions. After reviewing these materials, if you have questions you would like answered during the meeting, please forward via email to <a href="whatson@pd-grp.com">whatson@pd-grp.com</a>, or via mail marked to my attention at 9020 SW Washington Square Road, Suite 170, Portland OR 97229. All questions received prior to 4 pm on February 2<sup>nd</sup>, 2021 will be answered during the meeting.

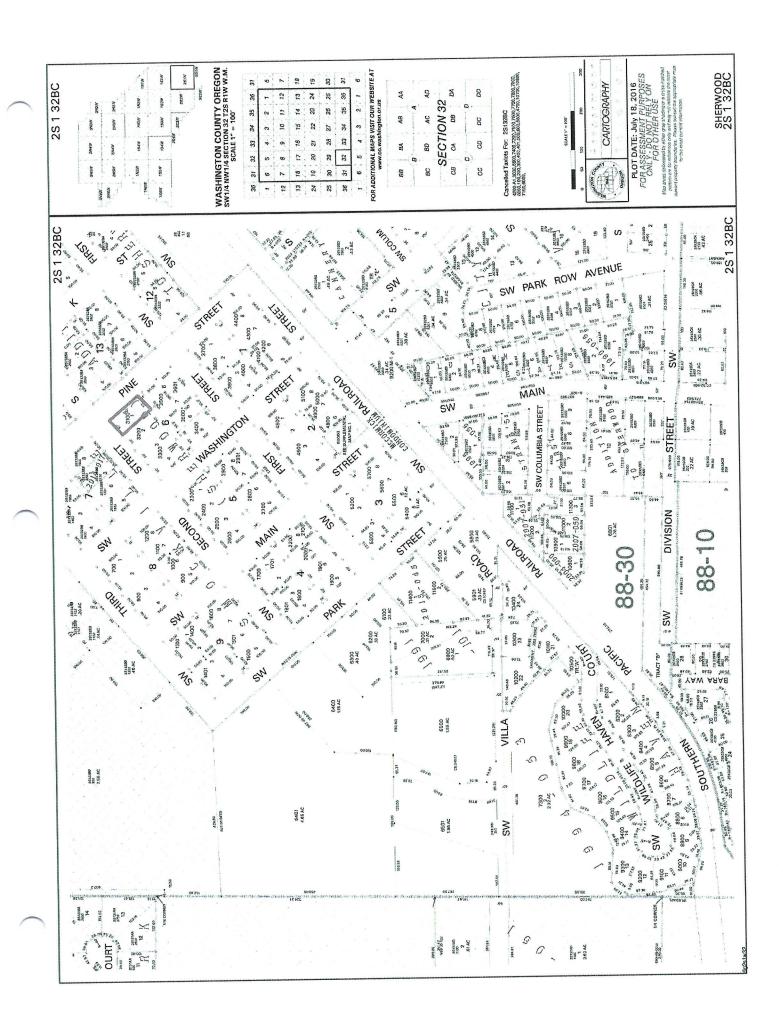
Sincerely,

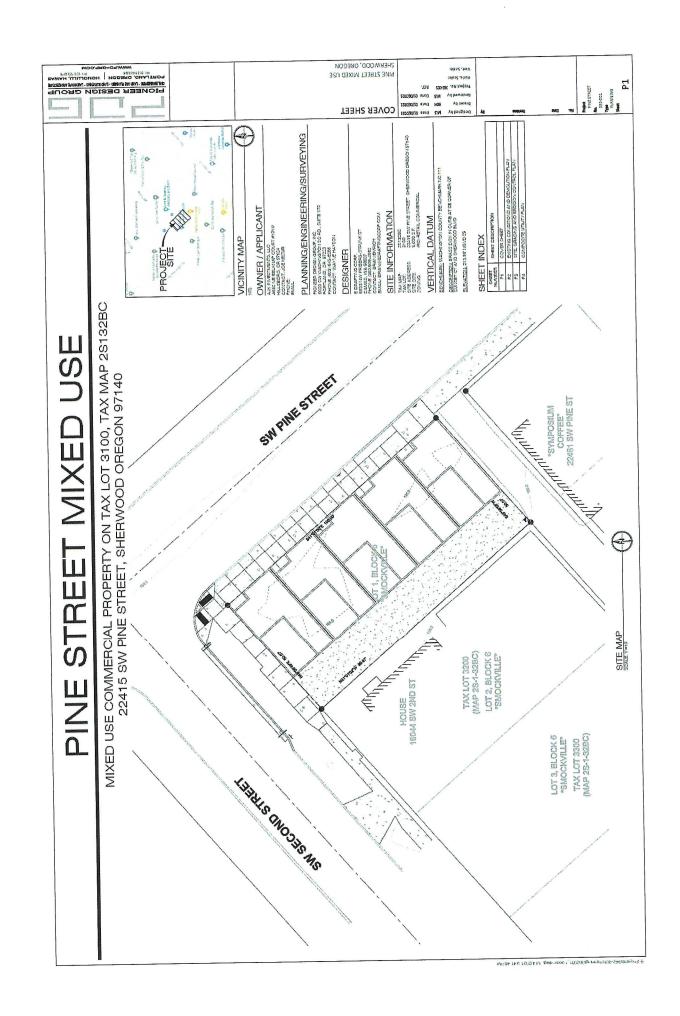
Wayne Hayson Planning Manager

Attachments: Tax Map

Preliminary Plan

Virtual Meeting Instructions







### **Virtual Meeting Instructions**

To:

Virtual Neighborhood Meeting Participants

From:

Wayne Hayson

Pioneer Design Group, Inc.

Project:

Proposed 5 Unit Live/Work Townhome Development

Date:

January 19, 2021

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### February 2<sup>nd</sup>, 2021 at 6:00 pm

Online at: https://bit.ly/382001meeting; or

Phone at: 971-358-1930, Conference ID: 828 320 827#

A copy of these materials can also be found online at: <a href="https://bit.ly/382001materials">https://bit.ly/382001materials</a>

The meeting will be held using the Microsoft Teams Live Event feature. By entering the URL or phone number above, you will be directed to the Live Event. Access to the Live Event will begin at 5:50pm, and the meeting will start promptly at 6pm. You do not require a Microsoft Teams account to attend the meeting. The meeting may be recorded for the purpose of preparing minutes for submittal with a Land Use Application.

Due to the nature of the virtual meeting, we will have limited opportunity to respond to live questions. Please forward questions as directed below by February 2<sup>nd</sup>, 2021 at 4pm. All questions received prior to this time will be answered during the meeting.

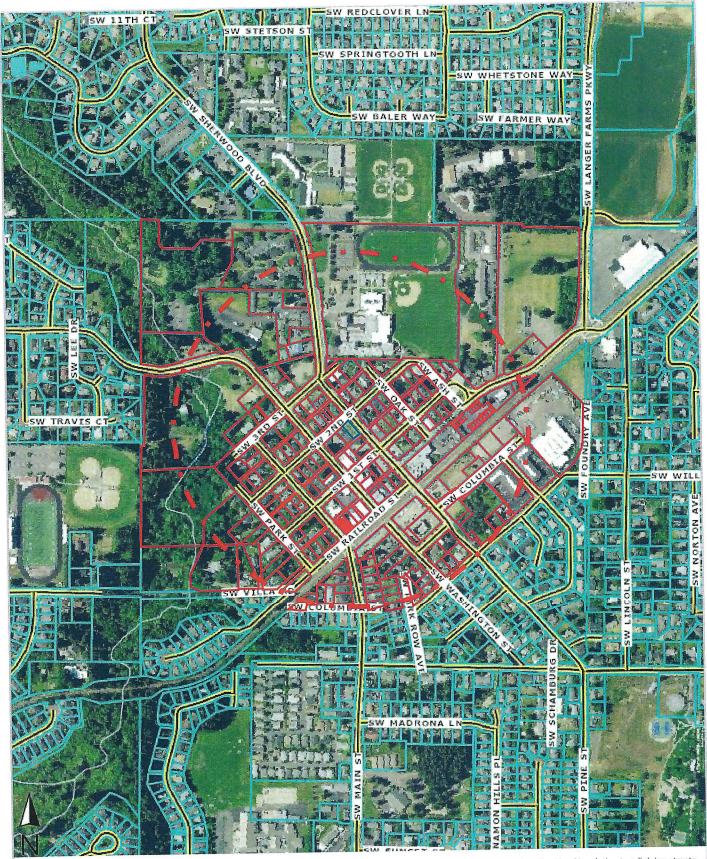
Email: whayson@pd-grp.com

or

USPS: Pioneer Design Group Attn: Wayne Hayson

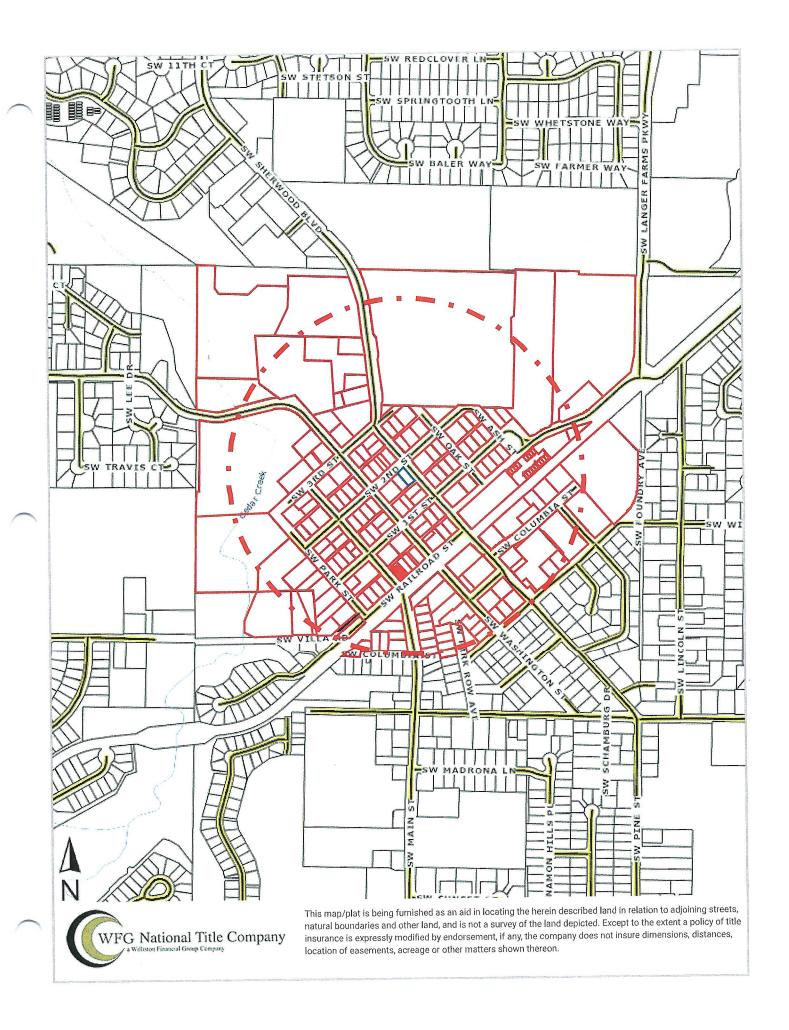
9020 SW Washington Square Road, Suite 170

Portland OR 97229.





This map/plat is being furnished as an aid in locating the herein described land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.



Karen Mccolm 16101 SW 3Rd St herwood OR 97140 Ellen Dalinger 29149 SW Costa Cir E Wilsonville OR 97070 New Life Assembly Of God PO Box 878 Sherwood OR 97140

James Kluser 22441 SW Main St Sherwood OR 97140 Jon Braden 15623 SW Willamette St Sherwood OR 97140 Michael Kies Janice Chambers 16241 SW Villa Rd Sherwood OR 97140

Best, Adam J & Meghan M Living Trust 16233 SW Villa Rd Sherwood OR 97140 Mark Green Janet Green 16057 SW 2Nd St Sherwood OR 97140

Sherwood, City Of 22560 SW Pine St Sherwood OR 97140

John Kandik Julie Kandik 16045 SW Columbia St Sherwood OR 97140

Jill Bland 22825 SW Main St Sherwood OR 97140 Russell Griffin Delyn Griffin 15717 SW 1St St Sherwood OR 97140

Theodore Hilliard Sandra Garsele 22813 SW Main St #A Sherwood OR 97140

Amy Schlapper 22809 SW Main St Sherwood OR 97140 Mountain High Apartments LLC & Tsl Sherwood Tic LLC 401 NE Evans St Mcminville OR 97128

Trevor Peniuk Jennifer Peniuk 22831 SW Park Row Ave Sherwood OR 97140

Mccormick Condo Owners Of All Units OR Richard Hanson 22582 SW Main St #2 Sherwood OR 97140

Emma Utti 22582 SW Main St #203 Sherwood OR 97140 Gerald Voelker Patricia Voelker 22582 SW Main St #4 Sherwood OR 97140 Jeffrey Kramer Rebecca Kramer 22582 SW Main St Apt 305 Sherwood OR 97140

Childs, John & Carol Rev Trust 238 E Jefferson St Madison GA 30650 Bradley Harrison 22582 SW Main St #307 Sherwood OR 97140 Jlo Investment LLC 16869 SW 65Th Ave Lake Oswego OR 97035

Sherwood, City Of 8051 Congress Ave Boca Raton FL 33487 Megan E K Crane Casey J Crane 16165 SW Columbia St Sherwood OR 97140

Legacy Homes Inc 18025 SW Brookman Rd Sherwood OR 97140

Js Bank PO Box 460169 Houston TX 77056 Jason L Ludwig Paulette Greenough 13025 SW Herman Rd Tualatin OR 97062

Union Pacific Railroad Co 1400 Douglas St Ms 1640 Omaha NE 68179 Eduardo Contreras Rosary Contreras PO Box 1013 herwood OR 97140 Eleanor Simon Jeffrey Simon 16027 SW 2Nd St Sherwood OR 97140 Martha Ihori Stanley Ihori 16033 SW 2Nd St Sherwood OR 97140

Hpa Borrower 2016 MI LLC 180 N Stetson Ave Ste 3650 Chicago IL 60601 William Burris 22843 SW Park Row Ave Sherwood OR 97140 Ciaran Canning Tanya Canning 22810 SW Main St Sherwood OR 97140

Theodore Flatt Rebecca Flatt 22812 SW Main St Sherwood OR 97140

Constantin Predoaica 22824 SW Main St Sherwood OR 97140 Paul Thayer Lauren Thayer 22836 SW Main St Sherwood OR 97140

Bradly Hays Jessica Hays 22848 SW Main St Sherwood OR 97140

Tram Tran 22850 SW Main St Sherwood OR 97140 Voxia Community Lh LLC 22461 SW Pine St Sherwood OR 97140

Ann Brucker 22545 SW Park St Sherwood OR 97140 Jb Custom Homes LLC 22464 SW Pine St Sherwood OR 97140 Michelson Heritage LLC 15607 SW Highpoint Dr Sherwood OR 97140

Jdr LLC 23225 NE Dillon Rd Newberg OR 97132 St Francis Catholic Church 15651 SW Oregon St Sherwood OR 97140 Sherwood School Dist #88J 23295 SW Main St Sherwood OR 97140

T's Beautiful Sherwood Homes LLC PO Box 641 Sherwood OR 97140 William King 15900 SW 3Rd St Sherwood OR 97140 Frontier Communications Northwest Inc PO Box 619015 Dallas TX 75261

Jeffrey Ruble PO Box 4354 Sunriver OR 97707 Amg Properties LLC 23649 SW Heron Lakes Dr Sherwood OR 97140 Violet Kimber Cindy Parish 22248 SW Lincoln St Sherwood OR 97140

Moller Joint Trust 13980 SW Tooze Rd Sherwood OR 97140 Cavanaugh, Kern M & Sharon D Joint Real Estate Trust 3350 SW Hazelbrush Ct Wilsonville OR 97070 Charles Harbick Peggy Harbick 10350 SW Amanda Ct Tigard OR 97224

latthew Fisher Geneva Fisher 15818 SW 2Nd St Sherwood OR 97140

Casa Dei Bambini Montessori School 22444 SW Oak St Sherwood OR 97140 Kenneth Bastian 15859 SW 1St St Sherwood OR 97140 Diane Brown 15783 SW Bowmen Ct herwood OR 97140 Robert Zobrist Shauna Zobrist 21595 SW 110Th PI Tualatin OR 97062

Jsj Investments LLC 14919 SE Brooke Ct Sherwood OR 97140

Timothy Hackett Stephanie Bell 15908 SW 2Nd St Sherwood OR 97140

Sj Rentals LLC 18075 SW Pearl St Sherwood OR 97140 Sherwood Hall LLC PO Box 1698 Beaverton OR 97075

Jb1 LLC PO Box 220 Sherwood OR 97140 Jennifer L Kelley 22455 SW Oak St Sherwood OR 97140 Argonne Post No.56 Of The American Legion PO Box 532 Sherwood OR 97140

Jennifer Kuiper 15804 SW 1St St Sherwood OR 97140 Brian Amer Andrea Reinkemeyer 15824 SW 1St St Sherwood OR 97140

Joyce Marshall 15850 SW 1St St Sherwood OR 97140

Ned Sands PO Box 265 Sherwood OR 97140 Eaton Properties PO Box 230287 Tigard OR 97223 Methodist Church Of Sherwood PO Box 127 Sherwood OR 97140

Tinh Bui Tiffany Bui 22009 SW Sherwood Blvd Sherwood OR 97140

Teancum LLC 22021 SW Sherwood Blvd Sherwood OR 97140 Billings, Jered D & Nicole A Living Trust 16041 SW 3Rd St Sherwood OR 97140

Epic Hse Ch Inc PO Box 1449 Sherwood OR 97140 Clay Christie Amy Christie 16125 SW 3Rd St Sherwood OR 97140 Shane Goodwin Christine Goodwin 16157 SW 3Rd St Sherwood OR 97140

Corrado, Christopher W & Kimra S Rev Living Trust 14331 SW Fairoaks Dr Sherwood OR 97140

Donald Balsiger 16040 SW 3Rd St Sherwood OR 97140 Jose Dorado 16058 SW 3Rd St Sherwood OR 97140

D & C Investment Properties LLC PO Box 3768 Wilsonville OR 97070 Mat Dang Thao Dang 22331 SW Pine St Sherwood OR 97140

Versteegh, Cheryl Rev Living Trust 22335 SW Washington St Sherwood OR 97140

acqueline Head Eugene Head 22344 SW Main St Sherwood OR 97140

Mccready Retirement Trust 6500 SW Macadam Ave Ste 300 Portland OR 97239 Karl Weichold Emily Stearns 16137 SW 2Nd St Sherwood OR 97140 Eric Kneifel Brenda Kneifel 16125 SW 2Nd St herwood OR 97140

Amanda Stanaway 16103 SW 2Nd St Sherwood OR 97140 Stephen Waldroup Cora Waldroup 403 N Main St Newberg OR 97132

Barbara Ashcroft 22349 SW Main St Sherwood OR 97140 Michelle Sieving 9780 Stablegate Rd Wilton CA 95693 Pettijohn Mary D Trust 16239 SW 2Nd St Sherwood OR 97140

Brian Richardson Shelly Richardson 22377 SW Main St Sherwood OR 97140

Rosa Tofte 15532 SW Willamette St Sherwood OR 97140 Scott Donnelly Vicki Poppen 22430 SW Park St Sherwood OR 97140

Jason Gardner PO Box 279 Sherwood OR 97140 Gardner Team Inc 16227 SW 1St St Sherwood OR 97140 Ralph Gregg 8221 Quail Arroyo Ave Las Vegas NV 89131

Johnson, Nancy A Living Trust 22463 SW Main St Sherwood OR 97140 Douglas Tollen 22427 SW Washington St Sherwood OR 97140 Darci Vandenhoek Kirk Vandenhoek 16114 SW 2Nd St Sherwood OR 97140

Steven Munsterman Pamela Munsterman 23371 SW Sherk Pl Sherwood OR 97140

Oregon Care Group LLC 302 9Th St Wenatchee WA 98801 Pilothouse 60 LLC & Jensen, Robert 25705 SW Labroussee Rd Sherwood OR 97140

Tim Allred Laurie Allred 21180 SW Eastview Rd Sherwood OR 97140 190 Washington LLC & Cach, Joan L & Sherwood Old Town Properties LLC 6003 4Th Ave NE Seattle WA 98115

Hyde Living Trust 17949 SW Kelok Rd Lake Oswego OR 97034

Betty Helenius Beverly Hall 7581 SW Applegate Dr Beaverton OR 97007

Sherwood Masonic Temple Assoc 22536 SW Washington St Sherwood OR 97140 Sherwood Lodge I 0 0 F 222 22556 SW Washington St Sherwood OR 97140

1023 LLC & Cooper Properties LLC 19430 SW Lebeau Rd Sherwood OR 97140 Golden Boar Investments LLC 16043 SW Railroad St Sherwood OR 97140 Stewart-Maplethorpe Properties LLC 22595 SW Pine St Sherwood OR 97140

Jonley 1998 Trust 14750 NE Richard Ln Newberg OR 97132 Walter Korb Enterprises LLC 15043 SW Division St Sherwood OR 97140 Csk Sherwood LLC 11013 SW 111Th Pl Tigard OR 97223 Lundy, Daniel Wayne & Barbara Jo Rev Living Trust 874 NW 22Nd Ave anby OR 97013

Don Washington Charlotte Washington 15774 SW Thrasher Way Sherwood OR 97140

Kelsey Lamb Jesse N Rorvig 22531 SW Park St Sherwood OR 97140

Sharon Bigham Eugene Bigham PO Box 42 Sherwood OR 97140

Matthew Schiewe Marilyn Mays 7630 SW 89Th Ave Portland OR 97223

Krzani Azjuura 15753 SW Willamette St Sherwood OR 97140

Erik Olson Sarah Olson 15845 SW Willamette St Sherwood OR 97140

Theresa Kies 22865 SW Washington St Sherwood OR 97140

Windsor Properties Ltd 2245 NE Cornell Rd Hillsboro OR 97124 Christopher Kish Kelley Kish 16255 SW Railroad St Sherwood OR 97140

Stacey Kramer-Keating 22583 SW Park St Sherwood OR 97140

John Lamb Shelly Lamb 22463 SW Park St Sherwood OR 97140

Johnson, Jack R Living Trust PO Box 241 Sherwood OR 97140

Kathy Cole 22870 SW Washington St Sherwood OR 97140

Christopher Fladwood Rebecca Fladwood 15715 SW Willamette St Sherwood OR 97140

Clark, Harvey E & Edith M Rev Living Trust 22897 SW Washington St Sherwood OR 97140

Taylor, Richard L & Kristin W Rev Living Trust & Mccord Family Trust 86 Encinal Pl Ventura CA 93001

Pacific Park Apartments LLC PO Box 490 Enterprise OR 97828 Olive Gribble 16237 SW Railroad St Sherwood OR 97140

Thomas Reynolds Barbara Reynolds PO Box 362 Sherwood OR 97140

Rick Brattain Beth Brattain 22435 SW Park St Sherwood OR 97140

Kay Elton 856 E Hawks Rest Dr Mapleton UT 84664

Paula Connolly PO Box 953 Sherwood OR 97140

Kerry Fitch PO Box 701 Sherwood OR 97140

Andrew J Ryan Laure Ryan 22855 SW Park Row Ave Sherwood OR 97140

Thomas Harris Judy Harris 16031 SW Columbia St Sherwood OR 97140 Neighborhood Meeting (Virtual)
Pine Street Live/Work – 22415 SW Pine Street
Tax Lot 3100, Map 2S1 32BC
February 2, 2021
Beginning at 6:00 PM

Wayne Hayson, Pioneer Design Group, went live with the meeting information posted on screen at 5:50 PM.

At 6:00 PM Wayne opened the meeting and introduced himself. He asked that all participants enter their contact information, particularly emails using the Q&A button at the bottom of the screen, noting that no contact information will be published or shared in any way. He noted that questions or comments can also be entered, and will be addressed during the Q&A portion later, or by email within 7 days.

Wayne then outlined the virtual meeting process and how to submit questions. All slides shown on screen will be available at the web link listed in the mailed notice, and will also be attached with the meeting notes. He mentioned that notes are being taken and the notes will be included with our application. The process outline was posted on-screen.

Wayne then provided an overview of the land use review process, noting this would be a Type IV Review, with notice to the same property owners who received notice of this neighborhood meeting. The slides shown on screen will be attached with the meeting notes, and will be available at the web link listed in the meeting notice.

He went on to explain that after this meeting, we will complete preparation of the application. Once the City accepts the application as "complete" they will provide mailed notice to those who received the notice for this meeting. That notice will provide you with an opportunity to formally comment on the application and provide information on how to review the file.

Wayne then provided a summary of the proposed Live/Work project. Again, all slides shown on screen will be included with the meeting notes

After summarizing the project, the meeting moved on to Questions and Answers.

#### **Ouestion and Answers**

There were no emailed questions prior to the meeting.

### **Posted Questions:**

1. Are these going to be owned units?

**Response:** It is our understanding that these will be owned units.

2. How much will the units be?

Response: We don't know. Market conditions and availability may vary between now and then.

3. Are there any additional parking arrangements?

**Response:** No. In garage parking will address city requirements and other parking is available on improved streets in the area.

4. When will they be available for purchase?

**Response:** Probably not until late 2021 or early 2022.

Participant Id	Full Name	UTC Event Timestamp	Action	Role
whayson@pd-grp.com	Wayne Hayson	2/3/2021 1:56:15 AM	Joined	Event Team Member
Mark.Green@stonexamerica.com	Mark Green	2/3/2021 1:57:57 AM	Joined	Attendee
MSprague@pd-grp.com	Matt Sprague	2/3/2021 2:01:03 AM	Joined	Event Team Member
		2/3/2021 2:02:16 AM	Joined	Attendee
		2/3/2021 2:14:32 AM	Joined	Attendee
		2/3/2021 2:03:01 AM	Left	Attendee
		2/3/2021 2:15:25 AM	Left	Attendee
Mark.Green@stonexamerica.com	Mark Green	2/3/2021 2:45:41 AM	Left	Attendee
whayson@pd-grp.com	Wayne Hayson	2/3/2021 2:45:57 AM	Left	Event Team Member
MSprague@pd-grp.com	Matt Sprague	2/3/2021 5:44:25 PM	Left	Event Team Member

Source	Туре	Identity	Timestamp	Content
Attendee	Question	Anonymous (Unverified)	2/3/2021 2:04	Is the meeting still happening tonight?
Attendee	Question	Mark (Unverified)	2/3/2021 2:12	Anyone there?
		Matt Sprague		
Moderator	Announcement	(MSprague@pd-grp.com)	2/3/2021 2:12	I hear you fine.
Attendee	Question	Mark (Unverified)	2/3/2021 2:35	They are owned units, correct?
Attendee	Question	Mark (Unverified)	2/3/2021 2:36	How much?
Attendee	Question	Mark (Unverified)	2/3/2021 2:37	Are there any additional parking arrangements?
Attendee	Question	Mark (Unverified)	2/3/2021 2:37	When do you think they will be available for purchase?
		Wayne Hayson		The intention is that they will be individually owned units.(Mark
Moderator	Response	(whayson@pd-grp.com)	2/3/2021 2:41	(Unverified) asked "They are owned units, correct? ")
Attendee	Question	Mark (Unverified)	2/3/2021 2:40	Are there any additional parking arrangements?
				Parking per City Code requirements is located weithin the garage, with on-
		Wayne Hayson		street parking located on the improved public street frontages(Mark
Moderator	Response	(whayson@pd-grp.com)	2/3/2021 2:41	(Unverified) asked "Are there any additional parking arrangements? ")
Attendee	Question	Mark (Unverified)	2/3/2021 2:40	How much?
				I do not know the expected sale prices at this time, as market conditions
		Wayne Hayson		and availability may vary between now and the time the units are
Moderator	Response	(whayson@pd-grp.com)	2/3/2021 2:42	occupied(Mark (Unverified) asked "How much? ")
Attendee	Question	Mark (Unverified)	2/3/2021 2:40	When do you think they will be available for purchase?
				Construction is anticipated for late summer/early fall of 2021, meaning
		Wayne Hayson		the units would be available late 2021/early 2022(Mark (Unverified) asked
Moderator	Response	(whayson@pd-grp.com)	2/3/2021 2:43	"When do you think they will be available for purchase? ")

# Neighborhood Meeting for a Proposed 5–Unit Live/Work Development "Pine Street Mixed Use"

The meeting will begin at 6pm.

Per City requirements, and to be recognized as attending the meeting, please virtually sign in using the Live Event Q&A feature (2) on the right-hand side of your screen. Please include your name, address, email, and phone number.

No questions were received prior to 4pm today. Following the project presentation, there will be an opportunity to submit questions using the Live Event Q&A feature. You may also email questions to whayson@pd-grp.com



## Chapter 16.72 - PROCEDURES FOR PROCESSING DEVELOPMENT

- Site Plan review in the Old Town Overlay District is a quasi-judicial action subject to a Type IV review process.
- The Type IV Hearing Authority is the Planning Commission and the Appeal Authority is the City Council.
- Key application Activities
  - Pre-application conference
  - Neighborhood Meeting
  - Application submittal and completeness review
  - Hearing Notice
    - Notices of Type IV public hearings shall be published in a newspaper of general circulation
    - Notices of Type IV land use actions shall be posted by the City in no fewer than five (5) conspicuous locations within the City
    - Signage must be posted on the subject property
    - The City will send notice to owners of record of property within 1,000 feet of the site
- Recommended findings of fact and conditions of approval shall be made in writing in a City planning staff report published 7 calendar days in advance of the hearing
- The City shall issue the decision within 7 calendar days of the Hearing.
- final action on the application shall be taken within 120 days of the application submittal.



## **Location Plan**



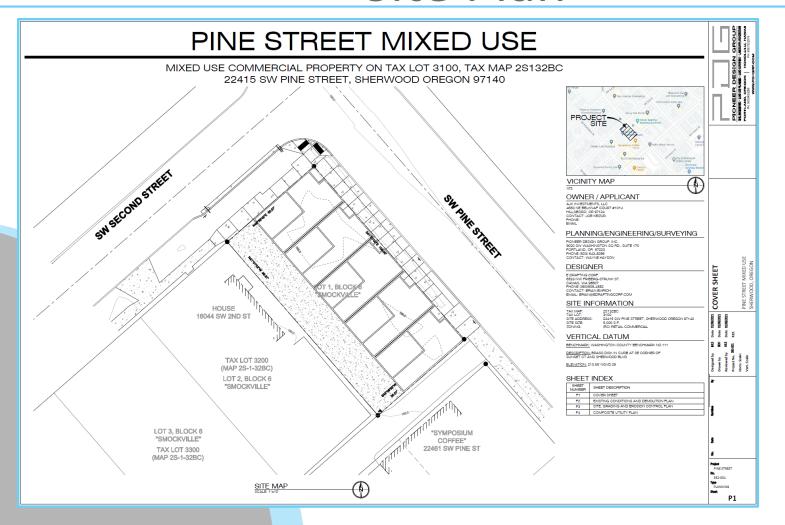


## **Zoning Plan**





### Site Plan





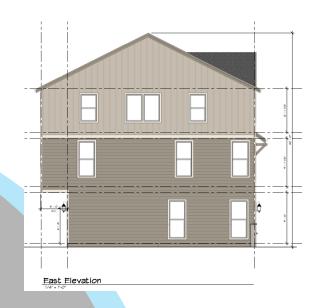
**Building Facades** 



South Elevation

PIONEER DESIGN GROUP

## **Building Facades**

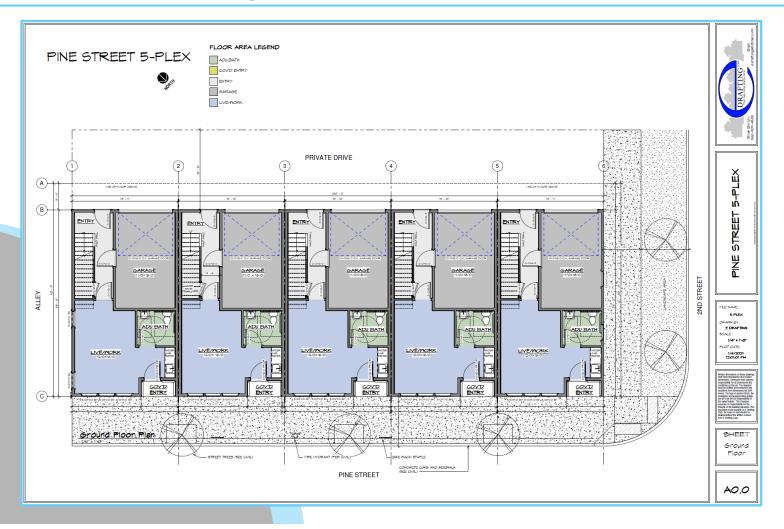








## Proposed Live/Work Area





# Questions?

To submit questions at this time, use the Live Event Q&A feature ( ) on the right-hand side of your screen. Depending on the number and complexity of the questions received, responses to live questions may occur via email within 7 days following the meeting. You may also email questions to <a href="whospid:whayson@pd-grp.com">whayson@pd-grp.com</a>. Notes from the meeting will be available at <a href="www.bit.ly.131027materials">www.bit.ly.131027materials</a> within 7 days of the meeting.

Thank you for attending.

