



## PLANNING DEPARTMENT NEIGHBORHOOD MEETING PACKET

(Required for all Type III, IV or V projects)

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Submit the following with land use application materials to the City of Sherwood Planning Department, 22560 SW Pine St., Sherwood, OR 97140: (503) 625-5522.

The purpose of the neighborhood meeting is to solicit input and exchange information about the proposed development per Sherwood Zoning and Community Development Code 16.70.020.

The meeting must be held in a public location **prior** to submitting a land use application.

- x* Affidavits of mailing to adjacent property owners that are within 1,000 feet of the subject application.
  
- x* Sign-in sheet(s)
  
- x* Summary of the meeting notes

*(Projects requiring a neighborhood meeting in which the City or Urban Renewal District is the property owner or applicant shall also provide published and posted notice of the neighborhood meeting consistent with the notice requirements in 16.72.020.)*

## Affidavit of Mailing

DATE: *05.18.22*

STATE OF OREGON        )  
                                  )  
Washington County     )

I, *Tara W. Lund*, representative for the *JB Mac - Oregon Street* 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 *March 30, 2022*.



Representatives Name: *Tara W. Lund*  
Name of the Organization: *CIDA, Inc.*

# NEIGHBORHOOD MEETING SIGN IN SHEET

Proposed Project: JB Mac Oregon Street

Proposed Project Location: 14843 SW Oregon Street; Sherwood, Oregon

Project Contact: Tara W. Lund

Meeting Location: Virtual Meeting

Meeting Date: April 14, 2022

Name	Address	E-Mail	Please identify yourself (check all that apply)			
			Resident	Property owner	Business owner	Other
<i>Dirk Otis</i>	19363 Willamette Dr. #133 West Linn, OR 97068-2079	<i>dirk@stratusdevelopers.com</i>				<i>x</i>
<i>Tara W. Lund</i>	15895 SW 72nd Ave #200 Portland, OR 97224	<i>taral@cidainc.com</i>				<i>x</i>



## Meeting Minutes

Date: April 16, 2022  
Subject: Neighborhood Meeting – Meeting Minutes  
Project Title: JB Mac – Oregon Street  
Project No: 210129.01  
Present: Tara Lund  
Dirk Otis

By: Tara W. Lund

15895 SW 72ND AVE  
SUITE 200  
PORTLAND, OR 97224  
PHONE: 503.226.1285  
FAX: 503.226.1670  
INFO@CIDAINC.COM  
WWW.CIDAINC.COM

The virtual meeting was opened at 5:50 p.m. on Thursday, April 16<sup>th</sup>, 2022. Dirk Otis and Tara Lund were present on the Microsoft Teams platform for the meeting until 7:00 p.m. No other persons joined the meeting. No questions or communications of interest were received prior to or subsequent to the meeting.

Approximately 220 notices were mailed. A copy of the notice is attached.

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INTERIORS

*Every effort has been made to accurately record this meeting. If any errors or omissions are noted, recipients are asked to please provide written response within five days of receipt.*



Date: March 30, 2022  
Tara W. Lund  
15895 SW 72<sup>nd</sup> Ave  
Portland, OR 97224

Re: VIRTUAL NEIGHBORHOOD REVIEW MEETING  
Proposed Development: JB Mac 20,000 SF Warehouse

Dear Property Owner/Resident:

15895 SW 72<sup>ND</sup> AVE  
SUITE 200  
PORTLAND, OR 97224  
PHONE: 503.226.1285  
FAX: 503.226.1670  
INFO@CIDAINC.COM  
WWW.CIDAINC.COM

CIDA Inc. and Stratus Real Estate Developers are representing JB Mac for development of a new building on a currently vacant lot on SE Oregon Street at SW Lower Roy Street. Interested community members are invited and encouraged to attend this meeting.

The purpose of this VIRTUAL meeting is to provide a forum for the applicant and surrounding property owners and residents to review the proposal and to identify issues so that they may be considered before a land development application is submitted to the City. This meeting also gives you the opportunity to share with us any specific information you might have about the property involved. During the meeting, we will strive to answer questions relevant to meeting development standards consistent with the City of Sherwood's Community Development Code and the respective Community Plan.

The development property is Tax Lot 500 on tax map 2S129D; address of the property is 14843 SW Oregon Street, and it is zoned Light Industrial. We are proposing to develop the 4.00 acre lot for the purposes of a new 20,000 square foot warehouse building with exterior storage yard, covered storage area and associated offices for AFP Systems, who design, install and maintain residential and commercial fire sprinkler systems. Improvements will also include frontage improvements to Oregon Street along the adjacent lots 600 and 700, as well as an access drive along an existing easement on Tax Lot 600. Full development of Tax Lots 600 and 700 are not included in our proposal.

**Date & Time:** Thursday, April 14<sup>th</sup>, 2022 at 6:00 pm

**Microsoft Teams Conference ID:** 337 418 510#

**Toll Free Number:** [+1 207-352-4038](tel:+12073524038), [337418510#](tel:+12073524038)  
United States, Portland

Please email [taral@cidainc.com](mailto:taral@cidainc.com) to request an emailed link to the meeting and/or the Neighborhood meeting materials for easier access. URL's are noted below.

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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.

**Virtual Meeting Web Location:** [https://teams.microsoft.com//meetup-join/19%3ameeting\\_OGVkOGQzZTctNjkzZi00YjY3LTkwNGQtNGY3NTg3ZmU2ZGJj%40thread.v2/0?context=%7b%22Tid%22%3a%2297748716-de5f-46a3-a99b-e87079552b5d%22%2c%22Oid%22%3a%2215c030d6-1441-49d3-a63f-4d7228c4f6cd%22%7d](https://teams.microsoft.com//meetup-join/19%3ameeting_OGVkOGQzZTctNjkzZi00YjY3LTkwNGQtNGY3NTg3ZmU2ZGJj%40thread.v2/0?context=%7b%22Tid%22%3a%2297748716-de5f-46a3-a99b-e87079552b5d%22%2c%22Oid%22%3a%2215c030d6-1441-49d3-a63f-4d7228c4f6cd%22%7d)

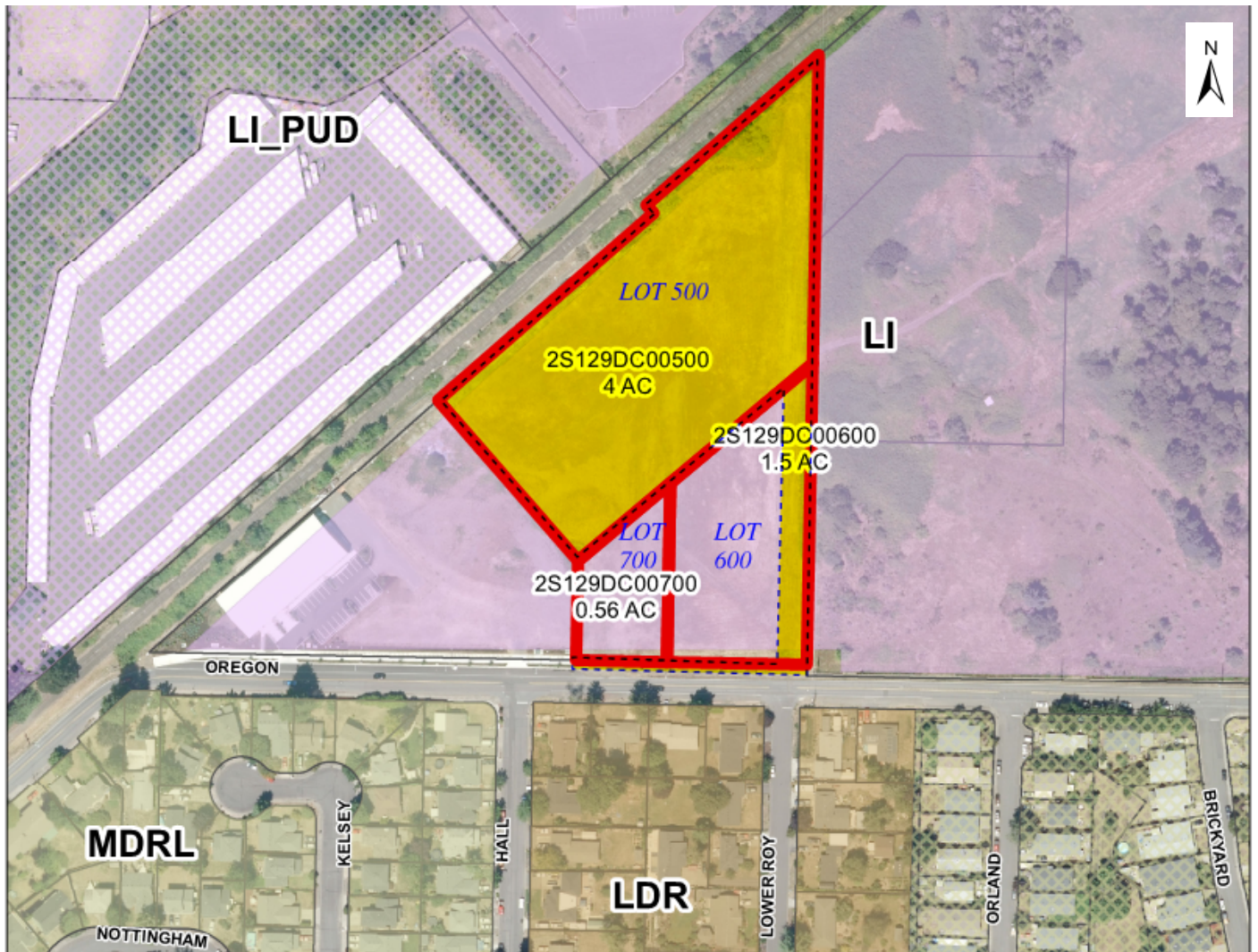
**URL for Meeting Materials:** [https://cidainc-my.sharepoint.com/:f:/p/taral/Englww-aSV1DqRawTNT\\_u4ABA8yc6A7WqbokZwlAt85Qtw?e=AeejuT](https://cidainc-my.sharepoint.com/:f:/p/taral/Englww-aSV1DqRawTNT_u4ABA8yc6A7WqbokZwlAt85Qtw?e=AeejuT)

We look forward to more specifically discussing the proposal with you. Contact us at 503.226.1285 or [taral@cidainc.com](mailto:taral@cidainc.com) if you have questions.

Sincerely,



Tara W. Lund, LEED AP BD+C  
Principal Architect  
CIDA, Inc.



**VICINITY MAP**