



# Engineering Land Use Application Comments

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To: Eric Rutledge, Associate Planner

From: Craig Christensen, P.E., Engineering Department

Project: Sherwood Commerce Center Conditional Use Permit (LU 2022-022)

Date: November 30, 2022

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Engineering staff has reviewed the information provided for the above cited project. Final construction plans will need to meet the standards established by the City of Sherwood Engineering Department and Public Works Department, Clean Water Services (CWS) and Tualatin Valley Fire & Rescue in addition to requirements established by other jurisdictional agencies providing land use comments. City of Sherwood Engineering Department comments are as follows:

## Overview

This conditional use permit is an addition/modification to the original land use decision for site plan development for the Sherwood Commerce Center project (LU 2021-012). The original land use required dedication of right-of-way for SW Laurelwood Way and a payment-in-lieu for the future construction of that portion of SW Laurelwood Way that falls within the subject property. This conditional use permit is to modify the original land use decision in relation to allow for a public street system to be installed at this time ( SW Laurelwood Way and East-West Road). A minor modification to the original land use decision is in process that allows for new public utilities (sanitary, storm and water) within East-West Road and SW Laurelwood Way north of East-West Road.

## Sanitary Sewer

Proposed public sanitary sewer is addressed with the original Sherwood Commerce Center project (LU 2021-012) land use decision and with the pending Sherwood Commerce Center minor modification (LU 2022-026) land use decision.

Some modifications to manholes approved under previous land use decisions may be necessary in order for the manhole covers to match the proposed street surfaces.

In order to construct the public streets shown within this land use application, all sanitary sewer will need to be constructed within the public streets. Therefore any public sanitary sewer necessary to serve adjacent parcels to the street system proposed in this land use application that have not been included with a previous land use decision, will need to be constructed within this land use decision.

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**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for adjustments to the sanitary sewer system as necessary to match the approved street system meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for sanitary sewer facilities within SW Laurelwood Way necessary to provide service for adjacent neighboring properties meeting the approval of the Sherwood Engineering Department.

#### Water

Proposed public water is addressed with the original Sherwood Commerce Center project (LU 2021-012) land use decision and with the pending Sherwood Commerce Center minor modification (LU 2022-026) land use decision.

Some modifications to water facilities approved under previous land use decisions may be necessary in order for the covers to match the proposed street surfaces.

In order to construct the public streets shown within this land use application, all water facilities will need to be constructed within the public streets. Therefore any public water facilities necessary to serve adjacent parcels to the street system proposed in this land use application that have not been included with a previous land use decision, will need to be constructed within this land use decision.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for adjustments to the water system as necessary to match the approved street system meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for water facilities within SW Laurelwood Way necessary to provide service for adjacent neighboring properties meeting the approval of the Sherwood Engineering Department.

#### Storm Sewer

Proposed public storm sewer main is addressed with the original Sherwood Commerce Center project (LU 2021-012) land use decision and with the pending Sherwood Commerce Center minor modification (LU 2022-026) land use decision.

As part of this conditional use permit, catch basins and catch basin leads will need to be installed to receive runoff from the proposed public streets.

In order to construct the public streets shown within this land use application, all storm sewer will need to be constructed within the public streets. Therefore any public storm sewer necessary to serve adjacent parcels to the street system proposed in this land

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use application that have not been included with a previous land use decision, will need to be constructed within this land use decision.

All new/modified impervious area is required to have storm water runoff water quality treatment and hydro-modification facilities per Clean Water Services standards. Water quality treatment and hydro-modification facilities are required to be in a separate tract of land dedicated to the city of Sherwood unless otherwise approved by the City of Sherwood to be within an easement.

Some modifications to manholes approved under previous land use decisions may be necessary in order for the manhole covers to match the proposed street surfaces.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for adjustments to the storm sewer system as necessary to match the approved street system meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for storm facilities within SW Laurelwood Way and East-West Road necessary for approved street improvements and to provide service for adjacent neighboring properties meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of Engineering Public Improvement Plans, the subject development shall design for storm water runoff water quality treatment and hydro-modification facilities meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Acceptance of Public Improvements, the subject development shall dedicate any land containing any storm water runoff water quality treatment and hydro-modification facilities serving the new public street system (SW Laurelwood Way and East-West Road) to the City of Sherwood unless otherwise approved by the City to dedicate an easement instead. Dedication shall meet the approval of the Sherwood Engineering Department.

#### Transportation

The subject property currently has public street frontage along SW Oregon Street (Arterial – Washington County) to the northwest. The subject property is conditioned to construct street frontage improvements along the subject property frontage of SW Oregon Street (LU 2021-012).

In the original land use decision (LU 2021-012) for the subject property, the developer was conditioned to dedicate right-of-way for the future SW Laurelwood Way and to make a fee-in-lieu payment for that portion of SW Laurelwood Way falling within the subject property.

As part of this conditional use permit, the developer would like to install the public street improvements within SW Laurelwood Way that were previously conditioned for a fee-in-

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lieu payment. In addition, the developer would like to install the remainder of the street improvements for SW Laurelwood Way (full street section) all the way to its terminus in a cul-de-sac in the south. The extension of SW Laurelwood Way south of the proposed East-West Road will result in a cul-de-sac length that exceeds the 200 feet maximum as stated in the Sherwood Municipal Code. An exception to the standard is being proposed through this land use application.

The new street section for SW Laurelwood Way and SW East-West Road shall be in compliance with the Sherwood Engineering Design Standards section for a "40' Standard Commercial/Industrial" street section. This will include construction of the full 40 feet of street width including curb and gutter on both sides of the street and complete street lighting. The developer will also provide for a 5-foot wide landscape strip (including street trees) and 6-foot wide concrete sidewalk along the street frontage adjacent to the developing portion (LU 2021-012) of the subject property. Landscape strips and sidewalks adjacent to street frontage along property that is not being developed under LU 2021-012 may be deferred to the future development of those properties.

As the subject property is along both sides of the proposed East-West Road, the street section will need to be installed to its full 40 feet of width. The proposed SW Laurelwood Way (from SW Oregon Street to its cul-de-sac terminus) has frontage along multiple properties owned by multiple owners. Normally the street could only be required to be installed to a half street section (22 feet of pavement width) along the subject property frontage. However, the developer has entered into an agreement with surrounding property owners in order to install SW Laurelwood Way to its full 40 feet of width which is preferable due to the potential high volume of truck traffic on this street.

As part of LU 2022-012, the subject property was conditioned to make a fee-in-lieu payment towards public improvements for SW Laurelwood Way prior to Issuance of the Engineering Compliance Agreement for said land use decision. This condition of approval is still applicable. Said fee-in-lieu may be paid out to the developer after Final Acceptance of the Public Improvements under this land use decision has been received.

Right-of-way for both SW Laurelwood Way and East-West Road will need to be dedicated to a width of 64 feet in accordance with a "40' Standard Commercial/Industrial" street section.

As part of a land use decision for the property west of the subject property, a driveway location was established for the developing parcel. The new intersection of SW Laurelwood Way/East-West Road will either need to align with this driveway or be separated from this driveway a distance consistent with the Sherwood Engineering Design Standards and the Sherwood Municipal Code. This can be done through the alignment of East-West Street or via an agreement by the neighbor relocating the location of the driveway away from the SW Laurelwood Way/East-West Road intersection.

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Per city standards a minimum 8-foot wide PUE is required along all street frontage unless an exception is granted by the City Engineer. The previous land use decision for the subject property (LU 2021-012) provided for exclusions to this requirement. Any exclusions from PUE requirements previously granted will be honored.

SW Oregon Street is a Washington County arterial street. Therefore, the new intersection of SW Laurelwood Way and SW Oregon Street will need to be designed in accordance with the conditions of approval as dictated by Washington County.

All transportation conditions stated in the original land use decision (LU 2021-012) and the development to the west (LU 2021-015) are still applicable.

There are underground utilities as part of other land use decisions (LU 2021-012 and LU 2022-026) to be installed beneath the public streets being approved within this land use decision. These utilities shall be installed by the contractor meeting the approval of the Sherwood Engineering Department prior to any asphalt or concrete curb and gutter being installed under this land use decision.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall get approval for the alignment of the future East West Road by the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the SW Laurelwood Way / east-west road intersection shall meet the intersection access spacing standards for local streets in SZCDC 16.106.040(M)(2)(a). The standard can be met by re-aligning the approved driveway on Tax lot 500 through the Final Site Plan approval or a Type I Minor Modification to the Oregon Street Business Park land use approval. The standard can also be met by re-aligning the public street intersection without a change to the driveway location on Tax Lot 500 (Oregon Street Business Park).

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall design SW Laurelwood Way to meet a 40-foot Standard Commercial/Industrial street section. The design shall include the following:

- a) Paving the full street width (40-feet curb to curb).
- b) Curb and gutter.
- c) A cul-de-sac at the southern terminus.
- d) Street lighting.
- e) Landscape strip (5-feet wide), street trees and concrete sidewalk (6-feet wide) along the portion of street frontage being developed under LU 2021-012.

All public street improvement shall be designed meeting the approval of the Sherwood Engineering Department.

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**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall design East-West Road to meet a 40-foot Standard Commercial/Industrial street section. The design shall include the following:

- a) Paving the full street width (40-foot curb to curb).
- b) Curb and gutter.
- c) A cul-de-sac at the southern terminus.
- d) Street lighting.
- e) Landscape strip (5-foot wide), street trees and concrete sidewalk (6-foot wide) along the portion of street frontage being developed under LU 2021-012.

All public street improvement shall be designed meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to installation of asphalt or curb and gutter under this land use decision, underground utilities as part of other land use decisions (LU 2021-012 and LU 2022-026) to be installed beneath the public streets being approved within this land use decision shall be installed by the contractor meeting the approval of the Sherwood Engineering Department prior to any asphalt or concrete curb and gutter being installed under this land use decision.

**CONDITION:** Prior to Acceptance of the Public Improvements, the developer shall dedicate 64 feet of right-of-way (including right-of-way monumentation) for SW Laurelwood Way and East-West Road meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Acceptance of the Public Improvements, the developer shall dedicate minimum 8-foot wide PUE meeting the approval of the Sherwood Engineering Department unless otherwise approved by the City Engineer or otherwise excluded as part of a previous land use decision.

Grading and Erosion Control:

City policy requires that prior to grading, a permit is obtained from the Building Department for all grading on the private portion of the site.

The Engineering Department requires a grading permit for all areas graded as part of the public improvements. The Engineering permit for grading of the public improvements is reviewed, approved and released as part of the public improvement plans.

An erosion control plan and permit is required from the City of Sherwood Engineering Department for all public and private improvements. The erosion control permit is reviewed, approved and released as part of the public improvement plans.

Since the subject development exceeds 5 acres a DEQ NPDES 1200-C permit is required. A DEQ NPDES 1200-C permit has already been obtained for site grading of the subject property. This 1200-C permit will either need to be modified or a new 1200-

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C obtained to allow for the construction of the additional improvements shown within this minor modification application.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall revise the DEQ NPDES 1200-C plans meeting the approval of the Sherwood Engineering Department and Clean Water Services.

Other Engineering Issues:

All the conditions of the Clean Water Services' Service Provider Letters shall be adhered to.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall design to adhere to the conditions of the Clean Water Services' Service Provider Letters.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, a Storm Water Connection Permit Authorization shall be obtained from Clean Water Services.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall design for the installation of Sherwood Broadband utilities (vaults and conduit) within the PUE adjacent to the portion of the subject property to be developed under LU 2022-012 properties street frontages per requirements set forth in City Ordinance 2005-017 and City Resolution 2005-074. Also crossing conduits shall be placed under the new street at intersections for future conduit installation as needed meeting the approval of the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall execute an Engineering Compliance Agreement (including performance assurances) with the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall execute an Engineering Compliance Agreement (including performance assurances) for the improvements associated with LU 2021-012 and LU 2022-026 with the Sherwood Engineering Department.

**CONDITION:** Prior to Approval of the Engineering Public Improvement Plans, the developer shall receive all permits/approval from Washington County pertaining to any frontage/utility improvements required within SW Oregon Street right-of-way and for improvements associated with the SW Oregon Street/SW Laurelwood Way intersection.

**CONDITION:** Prior to Acceptance of Public Improvements, the developer shall receive final acceptance from Washington County.

**CONDITION:** Prior to Acceptance of Public Improvements, the developer shall provide maintenance warranty(ies) in compliance with the City of Sherwood standards.

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**CONDITION:** Any existing overhead utilities needing to be relocated for the construction of the street improvements shall be installed underground.

**NOTE:** The conditions called out within these Engineering Land Use Comments are meant to be in conjunction with the conditions of the original subject property land use decision (LU 2021-012) and the minor modification to the original land use decision (LU 2022-026). All conditions of the original land use decision are still applicable unless a condition within these land use comments specifically says that a change to the original decision may be applicable at the discretion of the Sherwood Engineering Department.

END OF COMMENTS.



**From:** [Garth Appanaitis](#)  
**To:** [Eric Rutledge](#)  
**Cc:** [Craig Christensen](#)  
**Subject:** Re: Sherwood Commerce Center - Full Submittal for Minor Mod and CUP  
**Date:** Friday, December 2, 2022 2:17:20 PM  
**Attachments:** [image001.png](#)

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and/or know the content is safe.

Hi Eric,

I completed my technical review of the TIA Addendum and do not have any issues. Specifically, I concur with the findings that:

- provide northbound right turn lanes (on Oregon Street) at each of the two intersections
- a traffic signal is not warranted

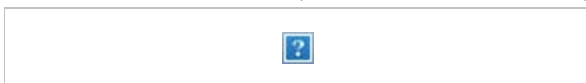
I did note that the access configuration assumed full access at both Laurelwood Way and Interim Site Access A. The full access at Site Access A will provide some relief to Laurelwood Way. Limiting access to RIRO at this location and pushing that additional traffic to Laurelwood Way would further degrade Laurelwood Way, but would not change other findings (turn lanes are still needed and the traffic signal would not be warranted).

I spoke to Craig and shared these findings with him, but let me know if you have any questions or if you need anything else from me.

Thanks,  
Garth

**Garth Appanaitis, PE (OR) (he/him)** | Project Manager, Portland Planning Group  
Manager

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On Tue, Nov 22, 2022 at 9:03 AM Eric Rutledge <[RutledgeE@sherwoodoregon.gov](mailto:RutledgeE@sherwoodoregon.gov)> wrote:

Hi Craig, Naomi, and Garth,