
City of Sherwood, Oregon
Planning Commission
Work Session
February 24, 2015

Planning Commissioners Present:

Chair Jean Simson
Commissioner John Clifford
Commissioner Alan Pearson
Commissioner Lisa Walker

Staff Present:

Julia Hajduk, Community Development Director
Rich Sattler, Operations Supervisor of Water
Brad Kilby, Planning Manager
Michelle Miller, Senior Planner
Kirsten Allen, Planning Dept. Program Coordinator

Planning Commission Members Absent:

Vice Chair Russell Griffin
Commissioner James Copfer

Council Members Present:

Council President Sally Robinson

Legal Counsel:

None

1. Call to Order/Roll Call

Chair Jean Simson called the meeting to order at 7:04 pm.

2. Council Liaison Announcements

Council President Sally Robinson stated that the initial meeting for the Sherwood West Preliminary Concept took place on February 5, 2015. She said the project would utilize an online survey tool that might be useful to determine public sentiment about medical marijuana and other projects in Sherwood.

3. Staff Announcements

Brad Kilby, Planning Manager introduced Commissioner Alan Pearson as a new planning commissioner. Commissioner Pearson has called Sherwood his home for a couple of years; he said he hopes to help guide the city as it grows, he was not opposed to development, but opposed to bad development.

Mr. Kilby commented that Commissioner John Clifford would be leaving the Planning Commission to serve on the Parks and Recreation Board which leaves two open Planning Commission seats. Applications will be accepted by the City Recorder's office through March 13, 2015. Commissioner Lisa Walker suggested previous Planning Commission applicants be contacted regarding their interest in serving.

Mr. Kilby disclosed that the new Police Advisory Committee has been invited to participate in the medical and recreational marijuana discussions, but none were present as they have not yet met as a committee.

4. Water System Master Plan Update

The Planning Commission was provided with an electronic copy of the February 2015 Draft Water System Master Plan Update prior to the meeting (see record, Exhibit 1)

Rich Sattler, Operations Supervisor for Water explained that in 2005 when the previous master planning was completed, the City was looking for a source of water. The City now takes water from the Willamette River Water Treatment Plant (WRWTP) in Wilsonville and a number of improvements in the plan have been built. He said a water system plan is used to determine future demand for the next 20 years, identify deficiencies, update the City's Capital Improvement Program (CIP) and evaluate water rates and System Development Charges (SDC).

Mr. Sattler reported that staff was working with the City Finance Department to assess rate costs and SDC's. He introduced consultants, Heidi Springer and Brian Ginter of Murray, Smith & Associates, Inc. (MSA) and said there would be an open house the following evening on February 25, 2015 at the Police Facility to receive citizen input.

Ms. Springer gave a presentation (see record, Exhibit 2). Discussion followed which included current and anticipated demand, capital improvements, potable water, water rates, resilience plan, water storage, current capacity, regional coordination and fund allocation. The Planning Commission asked for more information about how different revenue sources pay for capital improvements and how those projects are prioritized.

5. Medical Marijuana Dispensaries

Michelle Miller, Senior Planner gave a presentation (see record, Exhibit 3), reminded the Commission that the discussion was limited to Medical Marijuana Dispensaries (MMD) as the City was bumping up against the May 1, 2015 deadline to have legislation in place.

Ms. Miller reviewed the state regulations, options for legislation, pros and cons for locating dispensaries in the commercial or industrial zones, process options, and actions from other jurisdictions. Discussion followed.

Staff was directed to provide official recommendations from the police department, a clear definition of education facilities, buffer maps within commercial and industrial zones and discussion points for the Medical Marijuana Public Work Session on March 10, 2015 at 6:30pm.

6. Planning Commissioner Announcements

Chair Simson commented the Sherwood West Preliminary Concept Plan Open House was well attended and recommended viewing the video on the website at www.sherwoodoregon.gov/sherwoodwest.

The next meeting for the Sherwood West Citizen Advisory Committee (CAC) will be on April 2, 2015 at the Police Facility.

7. Adjourn

Chair Simson adjourned the meeting at 9:20pm.

Submitted by:

Kirsten Allen

Kirsten Allen
Planning Department Program Coordinator

Approval Date: March 24, 2015