
City of Sherwood, Oregon
Planning Commission Work Session and Regular Meeting
September 14, 2021

Planning Commissioners Present:

Chair Jean Simson
Vice Chair Justin Kai
Commissioner Rick Woidyla
Commissioner Taylor Giles
Commissioner Dan Bantz

Staff Present:

Erika Palmer, Planning Manager
Julia Hajduk, Community Development Dir.
Joy Chang, Senior Planner
Eric Rutledge, Associate Planner

Planning Commissioners Absent:

Commissioner Alexandra Brown

City Council Liaison Present:

Councilor Doug Scott

WORK SESSION:

Chair Simson called the work session to order at 6:15 pm.

1. ECONOMIC OPPORTUNITIES ANALYSIS-REVIEW OF UPDATED DRAFT

Planning Manager Erika Palmer provided the updated draft Economic Opportunities Analysis (EOA) and a presentation (see record, Exhibit A and B). She said the EOA was prepared in 2019 and has the planning period of 2019-2039. She said since the EOA was not adopted in 2019 the planning period year must be updated to 2021-2041. She stated the employment forecast and buildable lands analysis were also updated. The EOA was originally reviewed by the Comprehensive Plan Community Advisory Committee, the Planning Commission, and City Council.

Ms. Palmer commented on state requirements and said Goal 9 requirement is to provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens. She stated legal requirements for Goal 9 require identifying lands for employment (20-year supply). Cities are also required to do an EOA to look at existing conditions and forecast future conditions. The EOA also informs industrial and commercial development policies, identifies land deficits, and helps coordinate opportunities.

Ms. Palmer discussed the methodology for determining the commercial and industrial buildable lands inventory (BLI) and the difference between the 2019-2039 inventory and the updated 2021-2041 inventory. She said in 2019 BLI was 310 acres and over the past two years the number has decreased to 249 acres. In the past two years we have seen a little over 60 acres be built for employment needs. Employment land in Tonquin and Brookman is expected to meet both the industrial and commercial lands need over the next twenty years, however, if Sherwood grows faster, there will be a shortage of appropriate sites particularly parcels more than 10 acres in size. This creates opportunities for some larger parcels for future employment uses in Sherwood West.

- a. **July 27, 2021, Planning Commission Work and Regular Session Minutes**
- b. **August 10, 2021, Planning Commission Work Session Minutes**
- c. **August 24, 2021, Planning Commission Work Session Minutes**

Chair Simson referred to the July 27 meeting minutes under Community Comments and said the *Recorders Note* was unclear and asked if it could be amended to read that the public arrived late, and Chair Simson reopened the Community Comments with the consent of the Commission.

Motion: from Commissioner Woodyla to approve the Consent Agenda as amended, seconded by Vice Chair Kai. Motion passed 5:0. (Commissioner Brown was absent)

2. COUNCIL LIAISON ANNOUNCEMENT

Councilor Scott said the Robin Hood Festival has been cancelled. He said Keith Campbell has been hired as the City Manager and will start on October 7. City Council held a public hearing on the sign code amendments and approved the amendments. He noted the feather signs have been banned in all zones. He said next week the City Council will have a work session on the Residential Design Standards. He said in October the City Council will have a work session on backyard chickens.

3. STAFF ANNOUNCEMENTS

- **Comprehensive Plan Update**
The first hearing will be a hearing in October or early November.
- **Sherwood West Update**
There will be an open house in October with an extensive outreach.

4. COMMUNITY COMMENTS

None.

5. NEW BUSINESS

- a. **Public Hearing Case File, LU 2021-009 MM Cedar Creek Multifamily Development**

Chair Simson read the public hearing statement and said the Planning Commission is the final authority on this item with appeal to the City Council. A decision may be made at the close of the hearing or the matter may be continued to a time and date certain. She asked members of the Commission to expose any ex parte contact, biased or conflict of interest.

Chair Simson said Vice Chair Kai called and asked about allowed uses and confirming the code that was in place at the time the application was submitted. She said he asked about the Washington County letter and the parking plan. She stated that she has not read the documents and was unable to comment. She said a question regarding school capacity was asked and the answer is the Planning Commission cannot consider school capacity. She said that was the extent of their conversation. She said this does not impact her ability

said we will get a better product. He said the standard needs to be set high. Commissioner Giles said his concern is that homes will look too identical because we were too prescriptive. Vice Chair Kai said each requirement has flexibility built in. Chair Simson asked what happened to the landscaping minimum in the front yard. Ms. Chang said the recommendation was not ready for tonight's discussion. She said the Planning Commission did identify that the requirement should include front yard versus overall lot landscaping. Chair Simson said that is part of the development standard. Commissioner Bantz said he is generally in favor of less restrictions.

Ms. Chang summarized that the laundry list option is out the window. Chair Simson stated the City Council should be provided the laundry list and informed that the Planning Commission was not comfortable with that and preferred the prescriptive list and note there is concern from the Commission that this may be too prescriptive. Ms. Chang agreed.

Chair Simson commented on the 15% requirement for doors and windows and suggested counting added design elements. Ms. Chang said trim, shutters, and dormers can be included. Chair Simson suggested 10% on the secondary on a corner lot. Commissioner Bantz agreed with 10% but not higher. Vice Chair Kai agreed. Chair Simson suggested adding pictures to the code or providing guidelines for the developers.

7. PLANNING COMMISSION ANNOUNCEMENTS

Chair Simson noted the importance of having separation pages in the packet. Staff agreed.

Commissioner Woidyla asked for a status on the Planning Commission vacancy. Ms. Palmer said staff has received one application and she has had a conversation with Chair Simson and Councilor Scott on how to proceed. She said the direction she received was to complete the Comprehensive Plan and Residential Design Standards before considering potential members. Commissioner Woidyla announced that Lam Research will be coming to Sherwood.

Commissioner Bantz said he will not be available for the October 12 meeting.

Chair Simson adjourned the meeting at 8:50 pm.

Submitted by:



Colleen Resch, Planning Technician

Approval Date: October 12, 2021