



Home of the Tualatin River National Wildlife Refuge

Planning Commission Packet

FOR

May 27, 2025

at 7:00 PM

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**



Home of the Tualatin River National Wildlife Refuge

Planning Commission Regular Meeting Agenda

May 27, 2025, at 7 PM Regular Meeting

**This meeting will be held at City Hall, 22560 SW Pine St,
Sherwood, OR 97140.**

It will also be live streamed at

<https://www.youtube.com/user/CityofSherwood>

Citizen comments and public testimony may be provided in person, in writing, or by telephone. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to planning@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. To provide comment by phone during the live meeting, email or call (planning@sherwoodoregon.gov / 503-925-2308) at least 24 hours in advance of the meeting start time in order to receive dial-in instructions. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record. **If you require ADA accommodations, please contact the Planning Department at 503-925-2308 or email planning@sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time. Assisted Listening Devices available on site.**

How to Find out What's on the Planning Commission Schedule: Planning Commission meeting materials and agenda are posted to the City web page at www.sherwoodoregon.gov, generally one week prior to a Commission meeting. Planning Commission agendas are also posted at the Sherwood Library/City Hall/Senior Center, YMCA, and the Sherwood Post Office.

Regular Meeting

1. CALL TO ORDER

2. CONSENT AGENDA

April 22, 2025, Planning Commission Meeting Minutes

3. COUNCIL LIAISON ANNOUNCEMENTS

4. STAFF ANNOUNCEMENTS

5. COMMUNITY COMMENTS

6. PUBLIC HEARINGS

I. LU 2024-018 PA ANNEXATION POLICIES - Continued

Proposal: The City is proposing to amend the Sherwood Zoning and Community Development Code by codifying Annexation Policies and requiring Annexation Agreements.

7. COMMISSIONER COMMENTS

8. ADJOURN

Meeting documents are found on the City of Sherwood website at www.sherwoodoregon.gov/meetings or by contacting the Planning Staff at 503-925-2308. Information about the land use applications can be found at www.sherwoodoregon.gov/projects.

City of Sherwood, Oregon
Planning Commission Meeting
April 22, 2025

Planning Commissioners Present:

Chair Jean Simson
Commissioner Joe Tillotson
Commissioner Daniel Bantz
Commissioner Jay Walmsley
Commissioner Tyler Barns
Commissioner Justin Kai

Staff Present:

Sean Conrad, Planning Manager
Colleen Resch, Planning Coordinator
Eric Rutledge, Community Development Director
Hugo Hamblin-Agosto, Associate Planner
Joy Chang, TSP Consultant
Sebastian Tapai, Interim City Attorney

Planning Commissioners Absent:

Commissioner Rick Woodyla

City Council Liaison:

Councilor Taylor Giles

REGULAR SESSION:

1. CALL TO ORDER

Chair Simson called the meeting to order at 7:01 pm

2. CONSENT AGENDA

- a. October 22, 2024, Planning Commission Meeting Minutes
- b. February 25, 2025, Planning Commission Meeting Minutes

Motion: from Commissioner Bantz to approve the consent agenda, seconded by Commissioner Kai. Motion passed 6:0.

3. COUNCIL LIAISON ANNOUNCEMENTS

Councilor Giles provided an update on the pedestrian bridge and recent City Council meetings.

4. STAFF ANNOUNCEMENTS

Planning Manager Sean Conrad provided an update on the Sherwood Old Town Strategic Plan. Interim City Attorney Sebastian Tapai reminded the Commission of the League of Oregon Cities public meetings training on April 29 at the Center for the Arts. Planning Associate Hugo Hamblin-Agosto provided and update on current land use cases.

5. COMMUNITY COMMENTS

None.

6. NEW BUSINESS

I. Election of Chair and Vice Chair

Commissioner Bantz nominated Jean Simson for Chair. With no other nominations Chair Simson called for a vote. **Motion passed 6:0 (Commissioner Woidyla was absent).**

Commissioner Kai nominated Daniel Bantz for Vice Chair. With no other nominations Chair Simson called for a vote. **Motion passed 6:0 (Commissioner Woidyla was absent).**

II. Select Commissioner to serve on the citizen advisory committee for the Transportation System Plan Update

Joy Chang provided an overview of the role of the Transportation System Plan (TSP) Citizen Advisory Committee (CAC). Commissioner Tyler Barns volunteered to serve on the CAC.

Motion: from Commissioner Kai to appoint Commissioner Barns to the TSP CAC, seconded by Commissioner Walmsley. Motion passed 6:0 (Commissioner Woidyla was absent).

7. PUBLIC HEARING

I. LU 2024-018 PA ANNEXATION POLICIES

Chair Simson read the public hearing script and said the applicant (City of Sherwood) is requesting a continuance to Tuesday, May 27, 2025.

With no questions or public comments, Chair Simson asked for a motion.

Motion: from Vice Chair Dan Bantz to continue the public hearing for Case File LU 2024-018 PA Annexation Policies to May 27, 2025, seconded by Commission Kai. Motion passed 6:0 (Commissioner Woidyla was absent).

8. COMMISSIONER COMMENTS

Chair Simson announced that the Volunteer Appreciation Dinner is Tuesday, May 13 from 6-7:30 pm at the Center for the Arts.

Chair Simson adjourned the meeting at 7:43 pm.

Submitted by:

Colleen Resch, Planning Coordinator

Approval Date: _____