



MEETING AGENDA
TUALATIN PLANNING COMMISSION

May 19, 2016; 6:30 p.m.
JUANITA POHL CENTER
8513 SW TUALATIN RD
TUALATIN, OR 97062

1. **CALL TO ORDER & ROLL CALL**
Members: Alan Aplin (Chair), Bill Beers, Jeff DeHaan, Cameron Grile, Janelle Thompson, Mona St. Clair, and Angela Demeo
Staff: Aquilla Hurd-Ravich, Planning Manager; Sherilyn Lombos, City Manager; Karen Perl Fox, Senior Planner; Zoe Monahan, Management Analyst.
2. **APPROVAL OF MINUTES**
 - A. Approval of March 17, 2016 TPC Minutes
3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA)**
Limited to 3 minutes
4. **ACTION ITEMS**
5. **COMMUNICATION FROM CITY STAFF**
 - A. Civic Center Outreach
 - B. Southwest Corridor - Shared Investment Strategy.
 - C. Basalt Creek Open House Update
6. **FUTURE ACTION ITEMS**
7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**
8. **ADJOURNMENT**



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

FROM: Lynette Sanford, Office Coordinator

DATE: 05/19/2016

SUBJECT: Approval of March 17, 2016 TPC Minutes

ISSUE BEFORE TPC:

Attachments: [TPC Minutes 3.17.16](#)



City of Tualatin

www.tualatinoregon.gov

UNOFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF March 17, 2016

TPC MEMBERS PRESENT:

Alan Aplin
Bill Beers
Jeff DeHaan
Angela Demeo
Cameron Grile
Mona St. Clair
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Zoe Monahan
Lynette Sanford

TPC MEMBER ABSENT: None

GUESTS: Mike Hawks, Bob Ingram.

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the January 21, 2016 TPC minutes.
MOTION by Beers SECONDED by Thompson to approve the minutes as written.
MOTION PASSED 7-0.

3. COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):

None

4. ACTION ITEMS:

A. 2015 Annual Report of the Tualatin Planning Commission

Ms. Hurd-Ravich stated that every year the Planning Commission is required to present an annual report to the City Council that outlines the activities of the Commission. This year it will be presented on April 11, 2016. The report may also include any other matters deemed appropriate by the Commission for recommendation and advice to the Council.

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

Ms. Hurd-Ravich noted that this past year, the Planning Commission reviewed and decided on two Plan Text Amendments and two Sign Variances. There were also multiple updates on Basalt Creek. Ms. Hurd-Ravich stated that we are looking for a recommendation to the City Council that they accept the report.

MOTION by Aplin to approve the annual report as written. MOTION PASSED 7-0.

B. Consideration to Amend the Tualatin Development Code Chapter 38.230. Signs Permitted in the Medical Center (MC) Planning District to revise allowed sign types and certain sign standards. Plan Text Amendment 15-0001 is a legislative matter.

Ms. Hurd-Ravich presented the Plan Text Amendment to amend the Tualatin Development Code Chapter 38 Section 230 to allow additional sign types and revise certain sign standards. Legacy Meridian Park Medical Center is the applicant of these proposed changes. Staff is seeking a recommendation from the Planning Commission to the City Council on the draft code language for the proposed amendment. This presentation was presented to City Council at a work session in February.

Ms. Hurd-Ravich stated that the application to amend the sign code for the Medical Center Planning District included:

- Emphasis on clarity and legibility
- Consistent nomenclature
- Fewer messages
- Clear information hierarchy
- Wayfinding approach based on routes/destination
- Consistent application of brand element
- New campus name, "Medical Center"

Ms. Hurd-Ravich noted that Council feedback included concerns with the light impact to adjacent neighborhoods and concerns with proposed free standing pole signs. The applicant response included revising the proposed language to remove free standing pole signs and that the existing code language has standards around brightness and indirect illumination of signs.

Ms. Hurd-Ravich stated that the current code allows monument signs, wall signs, and hospital identification. The proposed amendments would allow additional monument signs, additional wall signs, and a campus sign master plan process. Ms. Hurd-Ravich went through the PowerPoint presentation slides which detailed pictures of the different monument signs, internal signs, wall signs, and canopy signs proposed.

Ms. Hurd-Ravich discussed the campus sign master plan option which would avoid future plan text amendments if changes to campus sign programs do not meet code. This will also maintain City oversight and approval process, and provide greater flexibility for property owners in the Medical Center Planning District.

The next steps in the process are a public hearing before City Council on April 11, 2016 and possible Ordinance adoption on April 25, 2016.

Mr. Beers asked if a citizen had a problem with the master plan process, who would they appeal to. Ms. Hurd-Ravich answered that it would go straight to City Council. Mr. Grile asked if the surrounding property owners have issues with this proposal. Ms. Hurd-Ravich was not aware of concerns, but may there may be concerns brought up at the hearing.

Mike Hawks, a representative from Mayer/Reed, a design firm based in Portland, and Bob Ingram, a Facilities Manager from Legacy Medical Center were in attendance. Mr. Hawks stated that his company has worked with Legacy for many years and has designed the signs for their campus. He mentioned that there were issues with the legibility of the existing signs and since Legacy has gone through a rebranding, the signs need to be updated.

Mr. Hawks presented a PowerPoint presentation that detailed the proposed signs. Mr. Hawks noted that this medical center is also a stroke center, so it's important for signage to be clear and concise to direct people to the emergency room under stressful situations. Mr. DeHaan inquired about the height of the monument signs. Mr. Hawks replied that they are 14 feet in height and they will be placed at the corner of Borland and 65th Ave. Mr. Hawks added that the signs consist of push-through illuminated letters, so only the message is illuminated. The sign faces are opaque, so the concern for excess illumination will not be a problem.

Mr. Hawks shared the slides that detailed the signs at the Legacy Emanuel and Good Samaritan campuses, which will be similar to what is proposed at Legacy Meridian. He stated that the majority of the signs will be replacing existing signs.

Mr. Aplin inquired about height of the signs that abut the subdivision on the east side. Mr. Hawks replied that they are ten feet in height.

Ms. Thompson asked if there is a sign proposed at the entrance after Borland. Mr. Hawks replied that the current entrance is planned to be an exit only, so there is no sign proposed at that location. Ms. Thompson asked about the direction face of the larger sign on 65th & Borland. Mr. Hawks replied that it will be facing south. Mr. Aplin asked if they expected to change the signs within the next ten years. Mr. Hawks replied that he is not foreseeing the need for larger signs than the ones proposed.

Ms. Thompson asked if the rock accents count towards the size of the sign. Ms. Hurd-Ravich replied that the design standards include landscaping and horizontal planes but the stone is not part of the measurement and it can't exceed 90 square feet for the sign face. Mr. Hawks added that they feel it's important to fit into the neighborhood and existing landscaping on campus. Mr. DeHaan stated that he found it difficult to get a sense of scale with the presentation and was concerned the signs will be too large,

even though the proposed design would be an improvement. Mr. Hawks replied that the existing sign including the base is 14 feet, so the new sign will not be any larger and will be slimmer in design.

Mr. Beers asked if they implemented this strategy outside of Emanuel Hospital. Mr. Hawks replied that they are currently working with Good Samaritan, Meridian Park, Mt. Hood and Salmon Creek. Mr. Ingram added that he believes this new signage will be a great improvement in patient flow and wayfinding because the signs will be easier to read. It will also provide consistency with signage throughout the metro area. Mr. Aplin asked if all the property is owned and controlled by Legacy. Mr. Ingram replied that they own all the property including the Brookdale senior extended living facility.

Mr. Grile was concerned about the public being able to comment on an appeal of a master plan that didn't meet code. Mr. DeHaan was concerned that creating a sign variance-like process would be inefficient for the applicant. Mr. Beers suggested taking the master plan piece out and coming back with it later to allow Legacy to move on and the City additional time to consider public comment on a master plan.

Ms. Hurd-Ravich added that if someone were to appeal a sign master plan, the process would have to go through the current sign review process. This process consists of a staff level decision with the final decision being made by the Planning Director. This would mean appeals are not allowed whereas the sign variance process can get appealed to the City Council. Ms. Hurd-Ravich stated that to remedy this, text could be added in the decision making process to include an appeal of the staff level decision. Ms. St. Clair asked if the appeal process to the Director happens often. Ms. Hurd-Ravich responded that there have been no appeals in the past and that the current process works very well. Mr. Beers asked how many sign master plans we currently have in the City. Ms. Hurd-Ravich responded that there are none. Ms. Hurd-Ravich added that an option could be to mirror it after the sign variance process which includes public notice. Mr. Grile noted that following the sign variance process would be a good opportunity for public comment.

MOTION by DeHaan, seconded by Thompson, to approve the Plan Text Amendment with the exception of the Master Plan. MOTION PASSED 7-0.

5. COMMUNICATION FROM CITY STAFF:

A. Capital improvement plan (CIP) Update.

Zoe Monahan, Management Analyst, presented the Capital Improvement Plan (CIP) Update. The CIP is a living document which identifies the anticipated projects for the upcoming year as well as the projects that the City is planning for over the next four years providing a five year plan for the future. The CIP establishes, prioritizes, and ensures funding for projects to improve existing and develop new infrastructure and facilities. The use of a CIP promotes better use of the City's limited resources, reduces costs and assists in the coordination of public and private development. This draft will

go to City Council on March 28th.

Ms. Monahan stated the project categories include facilities equipment, park recreation, technology, transportation, and utilities. CIP priorities include health and safety of residents, coordination (cost savings), regulatory requirements, council goals, master plans, and service delivery. Ms. Monahan added that the funding sources include system development charges, water rates, road maintenance rates, gas taxes, general fund, grants, and donations.

Ms. Monahan went through the slides of the PowerPoint presentation that detailed the specific projects scheduled in each category. The CIP total is \$6,516,000.

The CIP schedule includes the review of the draft CIP with TPARK and the Planning Commission, which will go to City Council on March 28th. Ms. Monahan asked for questions from the Commission members and added that for more detailed questions, they may contact Jeff Fuchs, the City Engineer.

Mr. Beers inquired about the new bridge between 112th & 118th at the south end of town in the industrial area. Ms. Hurd-Ravich responded the bridge is scheduled to continue onto Myslony, near the new Industry Restaurant.

Mr. DeHaan asked if we have a copy of last year's CIP plan. He wanted to call attention to the Herman Road widening that was part of that plan. He is extremely concerned about the safety of this dangerous stretch of road that was never fully developed. In terms of health and safety, Mr. DeHaan believes someone will be seriously injured and feels that this should be a priority before 2021. Ms. Demeo added that she is concerned about the project being held off until 2021 since Herman Road traffic is getting busier. Ms. Hurd-Ravich stated that these comments will be taken to Jeff Fuchs, the City Engineer and Mr. DeHaan is welcome to bring his concerns to the City Council meeting.

Mr. Griles raised concern about the price of the traffic signal scheduled for 65th & Sagert Street. Mr. Beers asked about the I-5 South off-ramp guard rail and the discrepancy regarding it being moved or removed. Ms. Monahan said she will look into it and get back to him get back with him regarding the right wording.

Ms. Demeo asked if the City Facilities study is included in this report. Ms. Monahan stated that it is a separate project and not part of the CIP. Ms. Hurd-Ravich added that there could be a proposed bond measure that would fund the new City Hall.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that we are lacking agenda items for the April 21, 2016 meeting, but that could change. There is a Basalt Open House scheduled for April 28th at the Juanita Pohl Center that the Commission members may want to attend.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Mr. Beers stated that he will be unable to attend the May meeting.

Mr. DeHaan mentioned that he will be unable to attend the April meeting because he will be visiting his son in the Peace Corp. Mayor Lou Ogden provided photographs of Tualatin's history that Mr. DeHaan will take to the Mayor of a town in the Philippines.

Mr. Aplin inquired about recent development activity in the City. Ms. Hurd-Ravich responded that there has been a lot of activity, mainly in the industrial side. The residential areas are generally built out aside from the new Sagert Farms subdivision – which will be 80 lots. There have been a few applications recently for lot partitions. The City recently approved an architectural review for a new building near Suburban Door on Herman Rd. A company called Brew Dr. Kombucha is moving in a building off Myslony.

Ms. Hurd-Ravich added that there has been an annexation request for a piece of unincorporated property near Pacific Drive/99W. The developer wanted to develop a gas station and convenience store. However, the nearby property owners were against this proposal, so the developer has removed the gas station piece.

Ms. Hurd-Ravich noted that there was a Neighborhood Developer meeting for the RV Park of Portland to develop an apartment complex on the site. A piece of the property has a commercial zone, so there will be a Plan Map Amendment coming before the Commission members.

Mr. DeHaan inquired about the Riverhouse property off Boones Ferry Rd. Ms. Hurd-Ravich responded that there has been interest, but no application submitted. Mr. DeHaan asked about the bridge closure near the property. Ms. Hurd-Ravich responded that the bridge was washed out and could be replaced. They have been working with our Engineering department regarding this.

Mr. Beers asked about the last pad near Cabela's. Ms. Hurd-Ravich responded that Cracker Barrel will go into the space north of Red Robin.

8. ADJOURNMENT

MOTION by Aplin to adjourn the meeting at 8:03 pm.

_____ Lynette Sanford, Office Coordinator



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

FROM: Lynette Sanford, Office Coordinator

DATE: 05/19/2016

SUBJECT: Civic Center Outreach

ISSUE BEFORE TPC:

Sherilyn Lombos, City Manager, will present an overview of the project status and information about two options for a City Hall building. After this brief presentation there will be an opportunity for the Planning Commission to ask questions and engage in conversation. A fact sheet and paper copy of a survey will be available.

Attachments:



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

FROM: Lynette Sanford, Office Coordinator

DATE: 05/19/2016

SUBJECT: Southwest Corridor - Shared Investment Strategy.

ISSUE BEFORE TPC:

The Southwest Corridor project is moving forward. The Steering Committee recently selected Light Rail as the mode and decided not to continue to study a direct tunnel to PCC. The project team is getting ready for a Draft Environmental Impact Study (DEIS) process to study the proposed alignment which will likely extend from Portland to Tigard and terminating at Bridgeport Village.

One part of the project are Shared Investment Strategy (SIS) projects which include bike, pedestrian and road projects to make this a multimodal project. As project staff gets closer to the DEIS process, the project team is interested in a local perspective to identify any additional projects which could enhance access to a potential transit location at Bridgeport Village.

Attachments:



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

THROUGH: Aquilla Hurd-Ravich, Planning Manager

FROM: Karen Perl Fox, Senior Planner

DATE: 05/19/2016

SUBJECT: Basalt Creek Open House Update

ISSUE BEFORE TPC:

Staff will provide the Planning Commission with an update on the Basalt Creek Open House held April 28, 2016.

EXECUTIVE SUMMARY:

On April 28, 2016, an Open House was held on the Basalt Creek Concept Plan including conceptual land uses, infrastructure design and other elements to engage and inform citizens about the about the project. Approximately 50 people attended the Open House. This public engagement event included an informative presentation by Consultant, John Fregonese. The presentation included an overview of the concept planning progress to date and the timeline going forward to complete it followed by a number of interactive activities including instant polling, an open question and answer session and small group discussions with staff from City of Tualatin and Wilsonville organized around a series of topics presented on large posters. The posters illustrated the conceptual elements of the plan including land-uses, road network, active transportation (bike, pedestrian and trail network), transit network, parks and facilities and infrastructure (sanitary sewer, stormwater and water).

Tonight, staff seeks to inform the Planning Commission regarding the content of April 28, 2016 Basalt Creek Open House held on April 28, 2016.

DISCUSSION BACKGROUND:

The April 28, 2016 Basalt Creek Open House followed the December 16, 2015 Joint City Council meetings between Tualatin and Wilsonville, wherein the Councils agreed to a preferred jurisdictional boundary for the Basalt Creek planning area with the Basalt Creek Parkway serving as the boundary and the "10 Considerations for Success" to be incorporated into the Basalt Creek Concept Plan. The Open House presentation was developed further to illustrate proposed conceptual land-uses and infrastructure as well as other functional elements for public input prior to the drafting of the Concept Plan.

TIMELINE:

It is anticipated that the review of the draft Basalt Creek Concept Plan will occur Summer-Fall

2016. The review process will include the Agency Review Team (ART) in July or August 2016 and Planning Commission meeting to follow prior to taking the draft Concept Plan to City Council Work Session in early Fall 2016. Both City Councils for Tualatin and Wilsonville will hold individual work sessions to provide feedback on the draft Basalt Creek Concept Plan. A finalized Basalt Creek Concept Plan and Intergovernmental Agreements are anticipated in mid-late Fall 2016.

OUTCOMES OF DECISION:

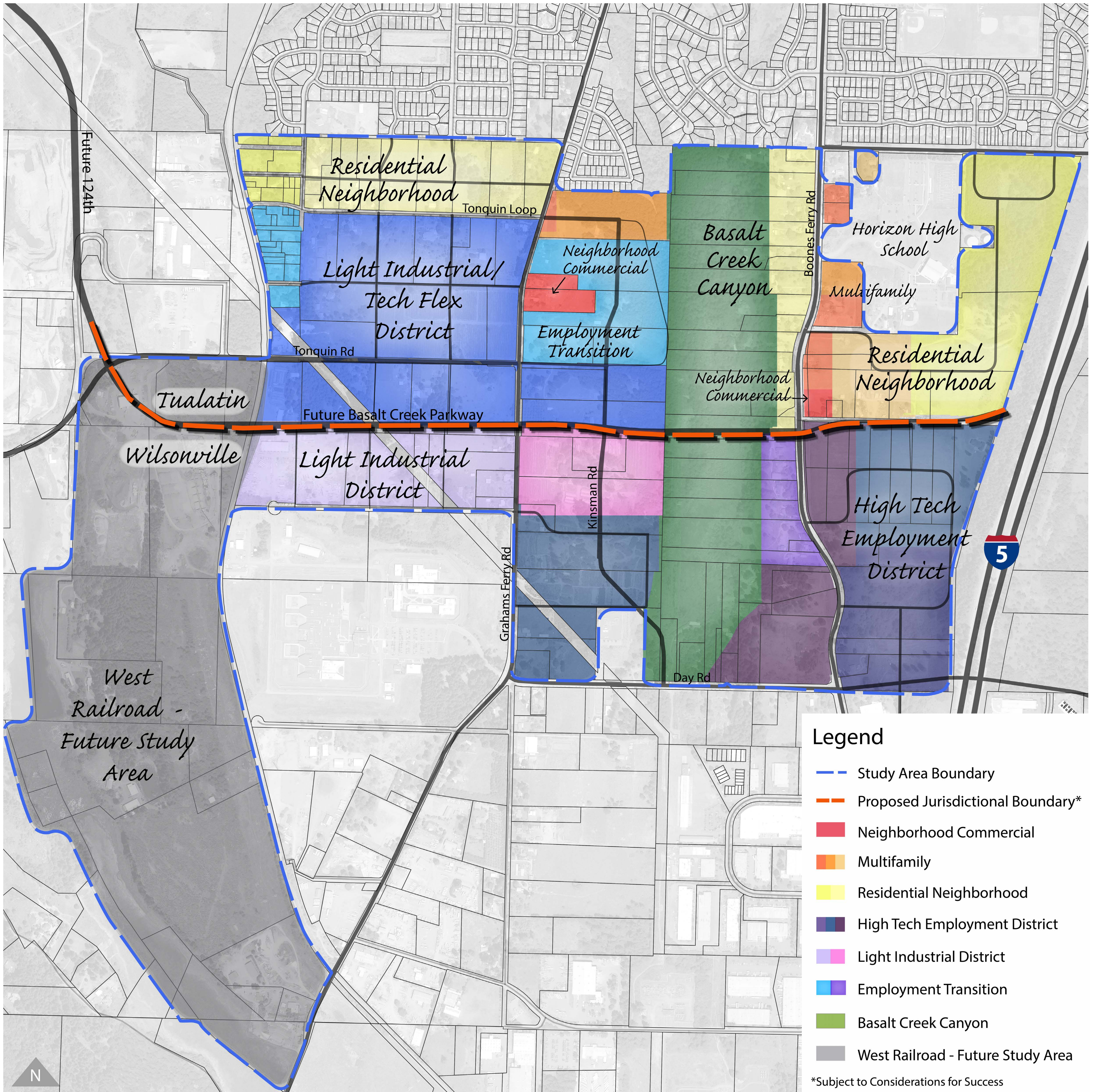
The Planning Commission will generally understand the topics presented at the Basalt Creek Open House and may elect to provide input to staff on the content.

Attachments: Basalt Creek Posters April 28, 2016

Basalt Creek

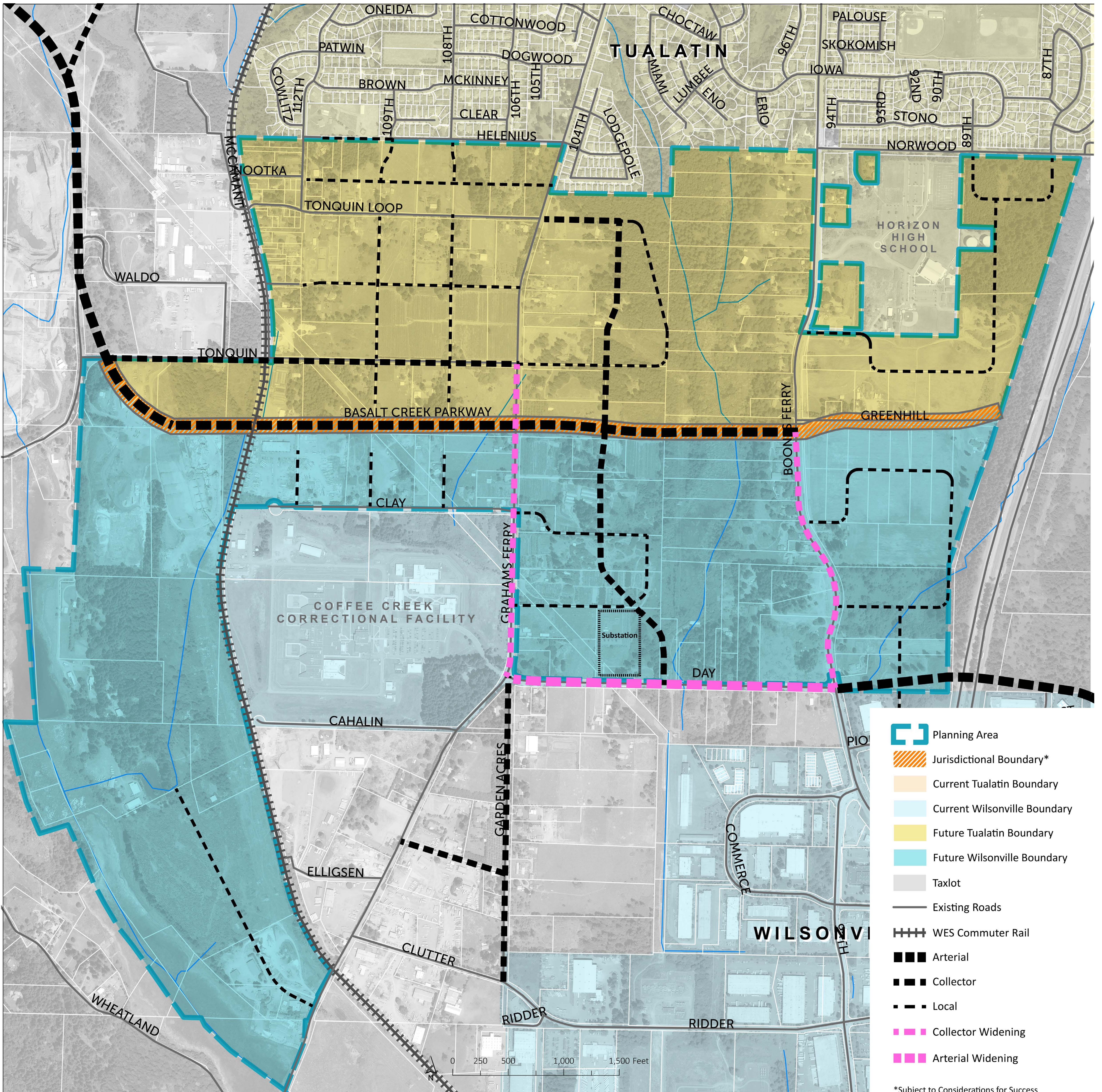
Concept Plan

THE LAND USE CONCEPT



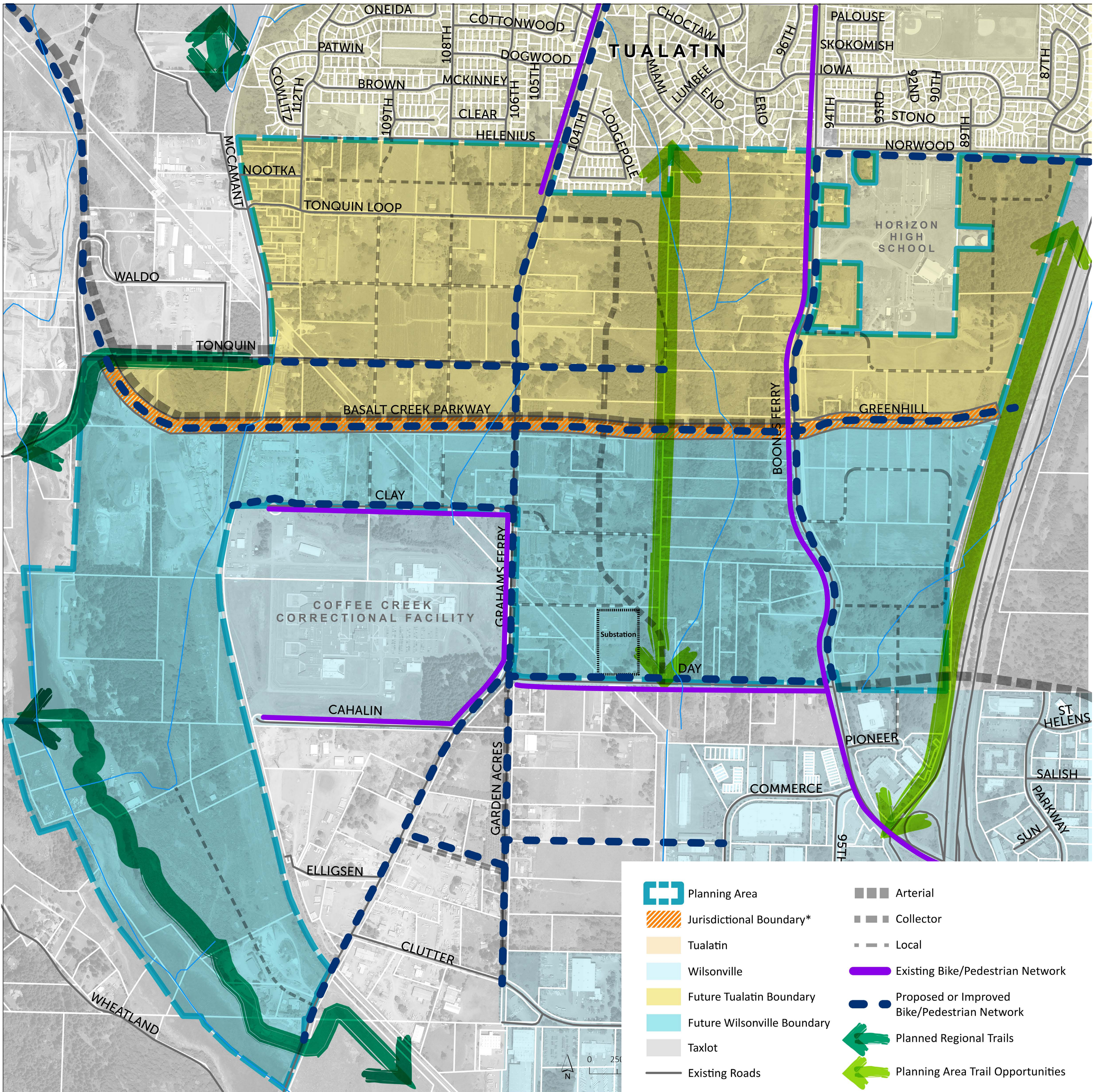
Basalt Creek Concept Plan

THE ROAD NETWORK CONCEPT



Basalt Creek Concept Plan

CONCEPTUAL BIKE, PEDESTRIAN & TRAIL NETWORK

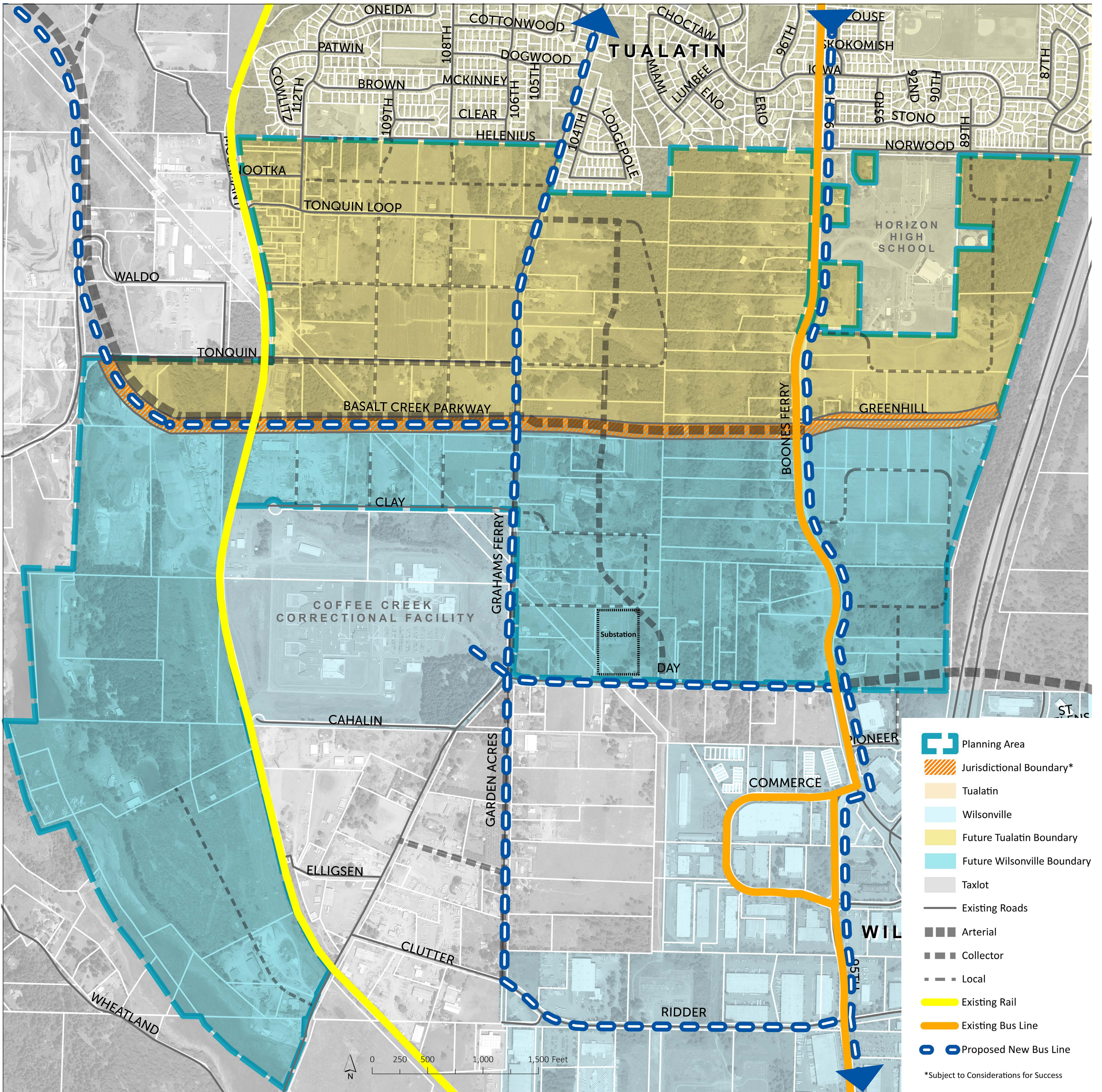


*Subject to Considerations for Success

Basalt Creek

Concept Plan

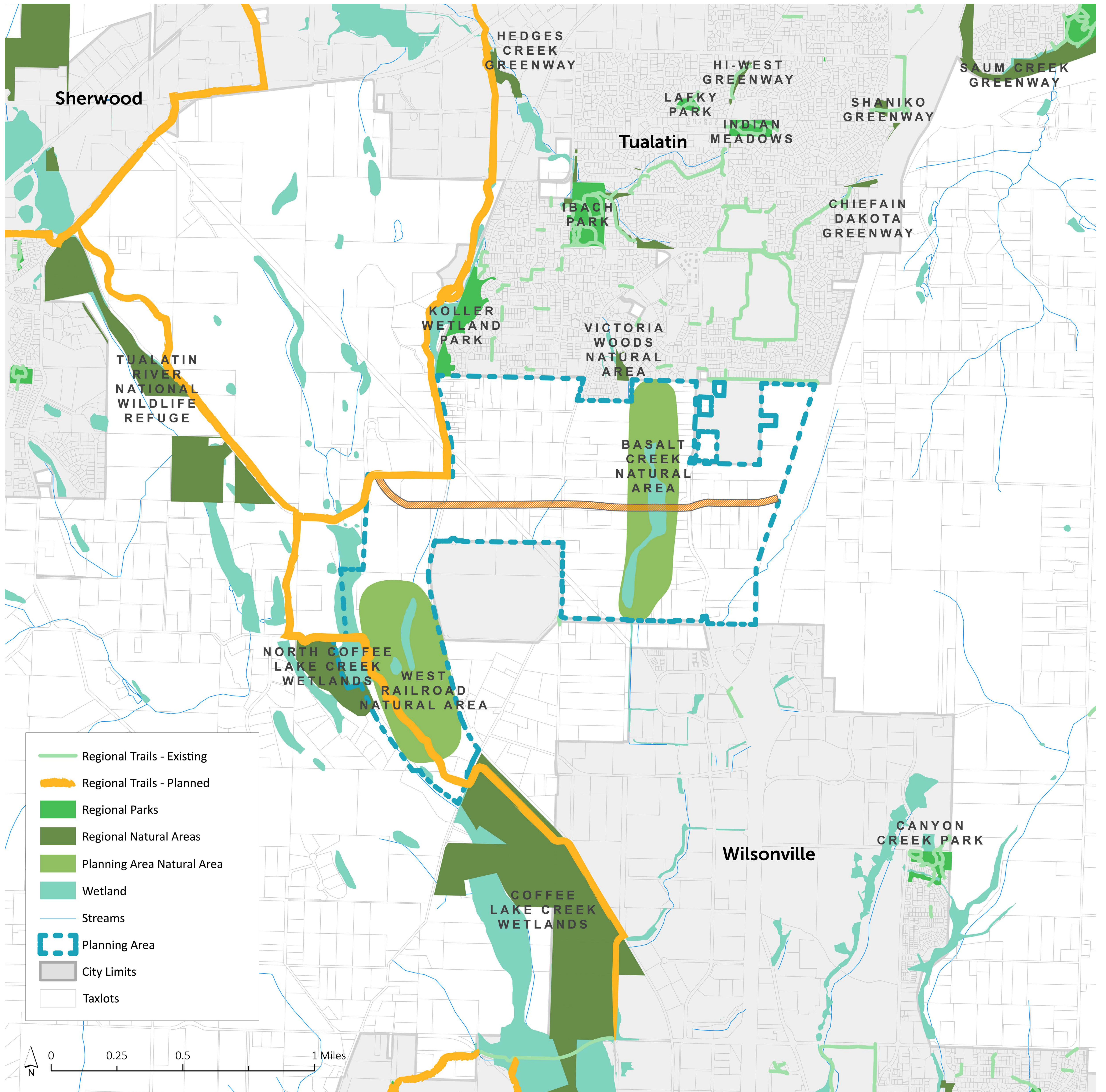
CONCEPTUAL TRANSIT NETWORK



- Planning Area
 - Jurisdictional Boundary*
 - Tualatin
 - Wilsonville
 - Future Tualatin Boundary
 - Future Wilsonville Boundary
 - Taxlot
 - Existing Roads
 - Arterial
 - Collector
 - Local
 - Existing Rail
 - Existing Bus Line
 - Proposed New Bus Line
- *Subject to Considerations for Success

Basalt Creek Concept Plan

EXISTING REGIONAL PARKS & NATURAL AREAS



WHAT TYPES OF PARK FACILITIES & AMENITIES WOULD YOU LIKE TO SEE IN THE BASALT CREEK AREA?

PLACE A DOT STICKER BELOW THE FACILITY AND/OR AMENITY YOU PREFER!



NEIGHBORHOOD PARK
15-20 ACRES



POCKET PARKS
< 1 ACRE



**NATURE INTERPRETIVE
AREAS (E.G. CENTERS,
KIOSKS, OVERLOOKS)**



CONSERVATION AREAS



OUTDOOR EDUCATION



PUBLIC ART

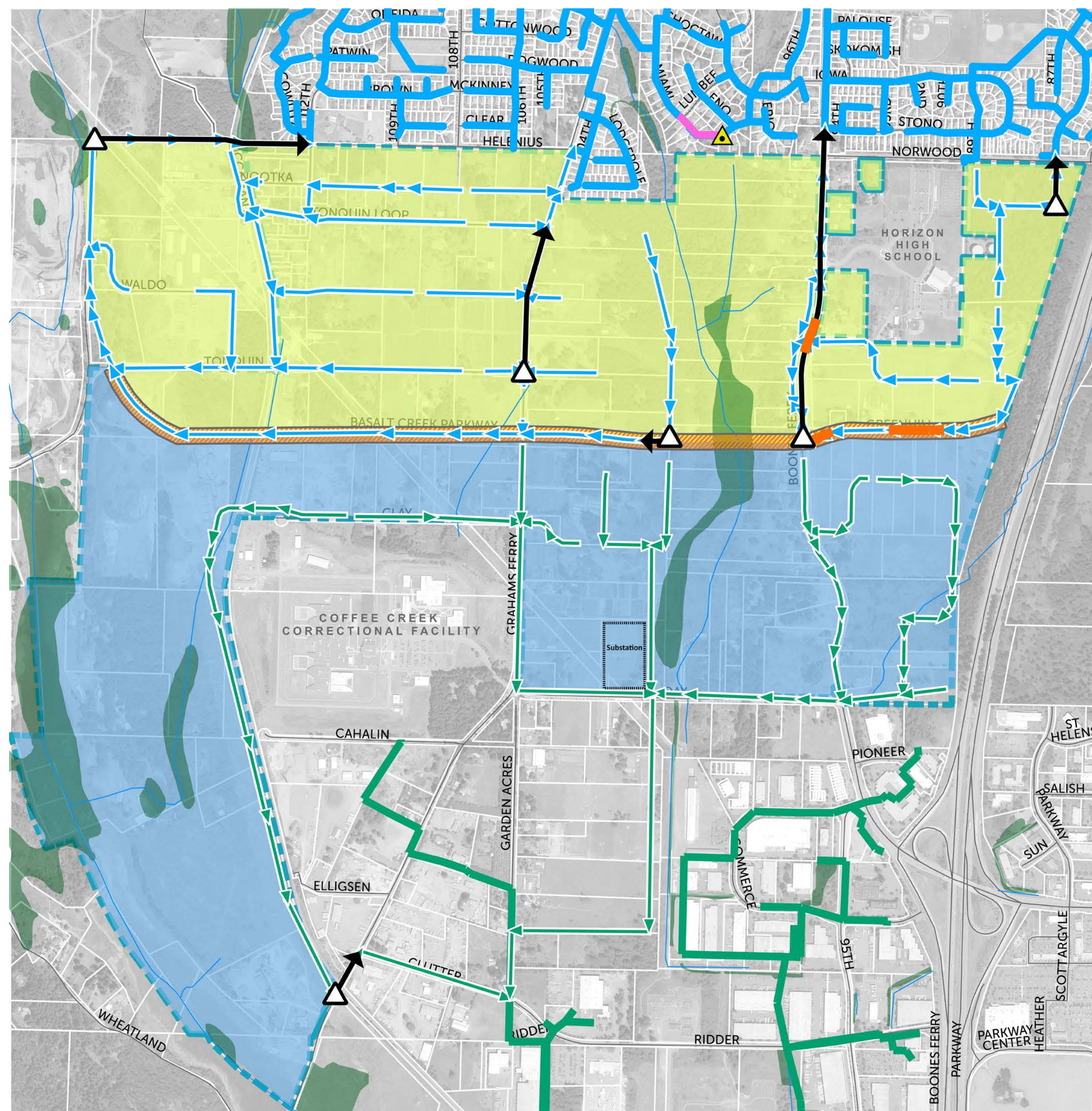
Basalt Creek

Concept Plan

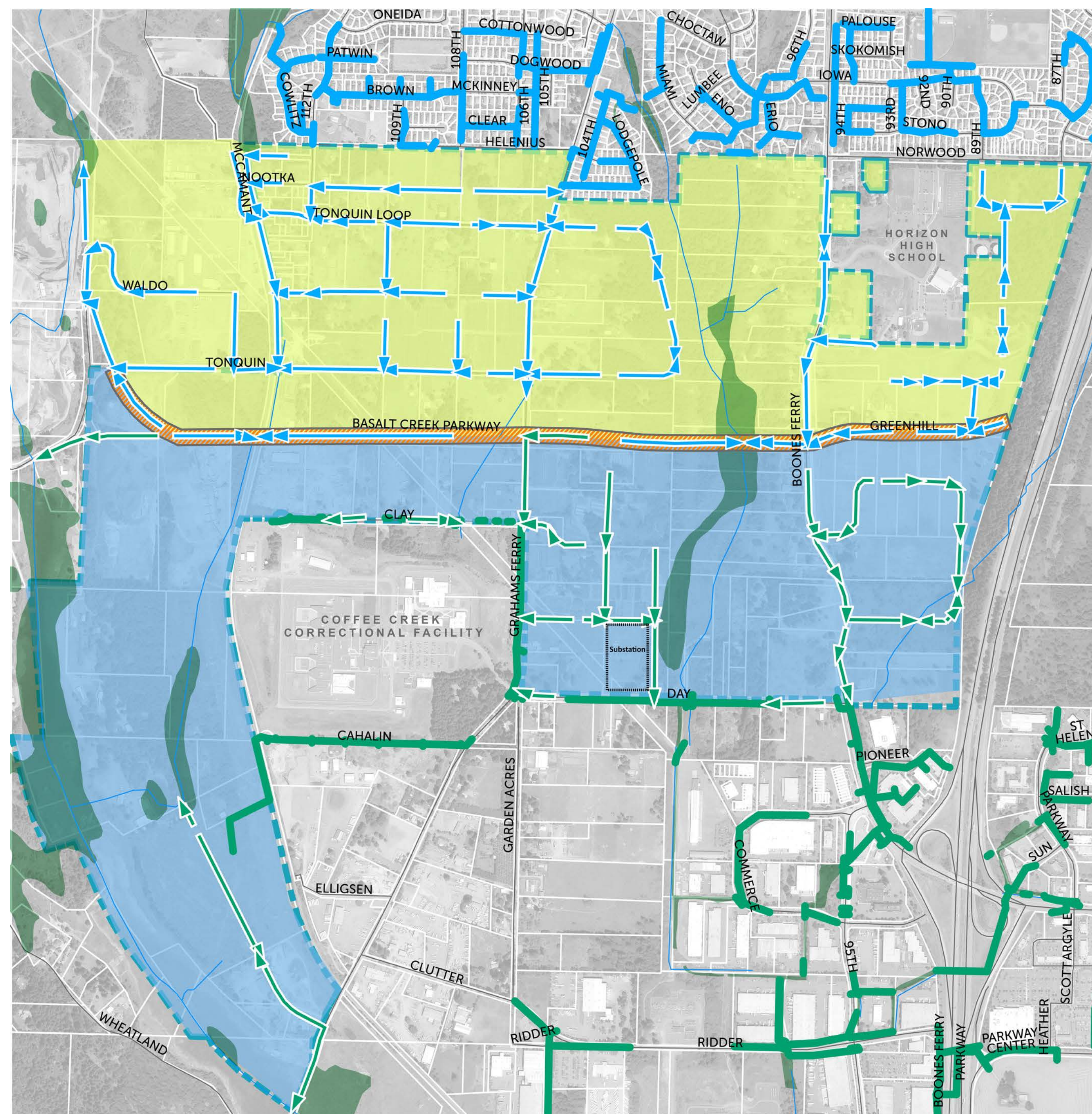
INFRASTRUCTURE

SANITARY, STORMWATER & WATER

SANITARY



STORMWATER



WATER

