



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council
FROM: Sherilyn Lombos, City Manager 
DATE: May 22, 2008
SUBJECT: Work Session for May 27, 2008

There WILL BE an Executive Session at 4:15 p.m.
ORS 192.660(2)(h) – current and pending litigation issues
Budget Committee Meeting will begin at 5:00 p.m.
Work Session will begin at 6:15 p.m.

There are three items to be discussed at this work session:

- 1) **5:00 p.m. (60 min) – Budget Committee Meeting.** Under Oregon law, the City must have a budget committee that reviews the fiscal year budget. The committee is made up of the city council plus an equal number of legal voters from the committee (attached is an updated budget committee roster). The main portion of this hour will be spent reviewing fiscal year 2007/08 highlights and then handing out the 2008/09 budget and discussing next steps.

Action requested: No action requested.

6:00 p.m. (10 min) – Break for dinner.

- 2) **6:15 p.m. (30 min) – Freeway Signs.** In January you reviewed freeway-oriented signs and asked us to return with an ordinance that 1) removes freeway oriented activity area signs from the code and 2) revises the definition of “nonconforming”. The draft ordinance is on tonight’s agenda as a public hearing; this is an opportunity to have staff discuss the ordinance in depth and ask questions prior to the public hearing. Attached is a memo and the slides that will be used to facilitate the discussion.

Action requested: No action requested.

3) 6:45 p.m. (10 min) – Council agenda review & Council communications.

Action requested: Council review the agenda for the May 27th City Council and Development Commission meetings.

Other items of interest:

Food for Monday night: We will be enjoying kebob's and salad from Greek Cusina.

Upcoming Council Meetings & Work Sessions: Attached is a three-month look ahead for upcoming Council meetings and work sessions. If you have any questions, please let me know.

Dates to Note: Attached is the updated community calendar for the next three months. There are several key dates to note:

- *May 31 (Saturday), 10am – 2pm* – Spring Fling Event – Commons
- *June 2 (Monday), 6:30pm* – Budget Committee Meeting – Council Chambers
- *September 18 (Thursday), 5:00 pm* – Volunteer Recognition BBQ – Community Park

As always, if you need anything from your staff, please feel free to let me know.

Attachments:

- A. Budget Committee Roster
- B. Freeway Signs & Non Conforming Signs Memo from Doug Rux
- C. Upcoming meeting and work session items (May – July).
- D. Tualatin Calendar of Events (May – July).

BUDGET COMMITTEE

	APPOINTED DATE	EXPIRATION DATE	TERM SERVING
1. Michael Stansfield 8501 SW Iroquois 562-787-2631 C Michael.Stansfield@ge.com	12/11/06	12/31/08	Partial
2. Emilie Kroen 8366 SW Dakota Drive 503.692-2799 H 503.234-9851 X2446 B ekroen@yahoo.com	04/14/03 10/10/05	12/31/05 12/31/08	First Second
3. John L. Nerski 8320 SW Chelan St. 503.692.1780 H 503.793.4527 C jnerski@aol.com	09/13/04 10/10/05	12/31/05 12/31/08	Partial First
4. Paul Sivley 5190 SW Wichita St Tualatin, OR 97062 503.502.3385 W 503.691.2737 H p.sivley@comcast.net	10/22/07	12/31/10	First
5. Kevin Dull 20097 SW 54th Avenue 503.692.9301 H 503.797.1786 W 503.502.3092 C dullk@metro.dst.or.us RESIGNED	04/11/05	12/31/06 12/31/09	Partial First
6. Lynn Larson 8925 SW Iowa Dr. 503-274-2849 W 503-885-8424 H llarsen@tkw.com	09/25/06	12/31/07 12/31/10	Partial First
7. Terri Ward 20541 SW 103rd Avenue 503.692.7246 H 503.692.1949 W terri@thewardgroupllc.com	01/09/06	12/31/06 12/31/09	Partial First

Committee to consist of the City Council and a like number of City residents. 7 members - 3 year terms



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Doug Rux, Community Development Director
William Harper, Associate Planner

DATE: May 27 2008

SUBJECT: PTA-08-01 FREEWAY SIGNS & NONCONFORMING SIGNS
WORK SESSION PRESENTATION

INTRODUCTION:

In a January 28, 2008 Work Session, the Council reviewed current Tualatin sign regulations relating to large freestanding signs and nonconforming signs, the possibility of establishing a sign amortization program, as well as state and federal law pertaining to signs located along Interstate highways. The Council directed staff to initiate the proposed amendment PTA-08-01 that would: 1) Remove from the Tualatin Development Code (TDC) Chapter 38-Sign Regulations the existing provisions for large and tall Freeway Oriented Activity Area Signs, and; 2) Revise the Nonconforming Sign provisions of TDC 35.200 to redefine what a nonconforming sign is, establish that a change in use on a property can result in a nonconforming sign, and provide options for allowing modifications to the structure of nonconforming signs when the dimensions of the sign (height, sign face area, sign type, etc.) are brought more into compliance with existing sign standards. At a future date, the Council wants to consider establishing specific design standards for freestanding signs and take a comprehensive and city-wide look at Tualatin's sign regulations.

POLICY CONSIDERATIONS:

The policy considerations related to PTA-08-01 are:

1. Given the current Federal Law restraints on local governments requiring removal of signs within an Interstate Highway corridor without compensation, does the proposed amendment accomplish the Council's intent to reduce the height and size of freestanding pole signs visible from the I-5 freeway?
2. Does the proposed amendment provide nonconforming sign standards that encourage property owners to reduce the height and size of existing nonconforming signs when considering structural modifications.

Attachments: A. PowerPoint Presentation



PTA-08-01 Sign & Nonconforming Sign Amendments

Tualatin City Council
Work Session Discussion

May 27, 2008



Proposed Sign & Nonconforming Sign Amendments PTA-08-01

Freeway Oriented Activity Area Signs.

- Freeway Oriented Activity (FOA) freestanding pole signs are allowed in the FOA area (Figure 38-1) and can be 45 ft. tall, have a sign face height of 16 ft. and have a sign face area of 250 sq. ft. [TDC 38.220.(1)(c)].
- The proposed amendment will remove FOA Area and Sign provisions from the Sign Code. If PTA-08-01 is adopted, existing FOA signs will become nonconforming.

Proposed Sign Code (PTA-08-01)

#Nonconforming Sign Provisions

- The proposed amendment will revise the standards for nonconforming signs by:
 - Providing a more inclusive definition of nonconforming signs;
 - Establishing that a change in use can result in a sign becoming nonconforming;
 - Encouraging the replacement or scaling down of existing large and tall pole signs by allowing nonconforming signs to be reduced in size (by a minimum of 25%), while retaining a nonconforming sign status.



Policy Considerations

The policy considerations related to PTA-08-01 are:

1. Given the current Federal Law restraints on local governments requiring removal of signs within an Interstate Highway corridor without compensation, does the proposed amendment accomplish the Council's intent to reduce the height and size of freestanding pole signs visible from the I-5 freeway??
2. Does the proposed amendment provide nonconforming sign standards that encourage property owners to reduce the height and size of existing nonconforming signs when considering structural modifications.?



I-5 Pole Signs

Aerial Photo of I-5 corridor showing locations of existing large, tall pole signs.



Existing Pole Signs Located in the I-5 Corridor

- # Pole Signs visible from I-5 include:
 - † **FOA Pole Signs:** Carl's Jr.; Out of the Blues; Motel 6 (#1 & #2); Red Roof Inn; Taco Bell; 24 Hr. Fitness; China Palace; Pointe at Bridgeport; (4 vacant signs) Shoppes at Bridgeport; China King; Claim Jumper; Nyberg Woods; Shell; Nyberg Crossing



Existing Pole Signs Located in the I-5 Corridor

Pole Signs visible from I-5 include:

- **MCC Pole Signs:** South Lake Center; Big Kmart/Michaels (NC); Jack-in-the Box/Nyberg Crossing/Fred Meyer;

- **CC/CG Pole Signs:** Jiggles (NC); Furniture Store (NC); LazerQuick/Clearwire (NC)

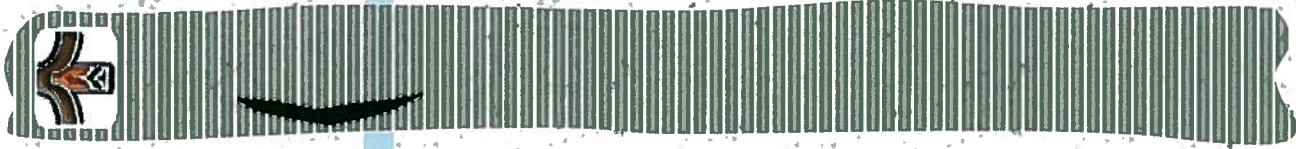


NC = Non-Conforming

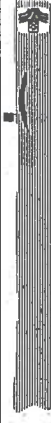


PTA-08-01

- #The proposed Plan Text Amendment PTA-08-01 amending the FOA and Nonconforming Sign provisions will be considered in a Public Hearing at the May 27, 2008 Council Meeting.
- # Staff conducted an Open House to review the proposed sign amendments on May 1, 2008. Invitations were sent to property owners and businesses with FOA pole signs and large pole signs visible to I-5. No one attended the meeting.



Discussion



PTA-08-01 Sign & Nonconforming Sign Amendments

**Tualatin City Council
Work Session Discussion**

May 27, 2008





Proposed Sign & Nonconforming Sign Amendments PTA-08-01

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4

I-5 Pole Signs

- * Aerial Photo of I-5 corridor showing locations of existing large, tall pole signs.



5

Existing Pole Signs Located in the I-5 Corridor

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FOA Pole Signs: Carl's Jr.; Out of the Blues; Motel 6 (#1 & #2); Red Roof Inn; Taco Bell; 24 Hr. Fitness; China Palace; Pointe at Bridgeport; (4 vacant signs) Shoppes at Bridgeport; China King; Claim Jumper; Nyberg Woods; Shell; Nyberg Crossing



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PTA-08-01

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Discussion

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MEETING DATE: *TUESDAY, May 27, 2008* Start time: 5:00-6:00p (Budget Comm. portion)
Work Session start @ 6:15p

WORK SESSION ITEMS

PowerPoint?

1. Budget Committee – overview of 07/08 (*1st meeting held during work session*) (5-6p)
2. Briefing Freeway Oriented Sign Regulations (*Comm. Dev*) (6:15-6:45p) **yes**
- 3.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Chamber of Commerce Update
2. Presentation on Public Art (*TAAC Annual Report, Youth Visual Chronicle, Donated Art*)
3. New Employee – Danny Smith Jr., Senior Library Assistant (*Comm. Svcs*)

CONSENT CALENDAR ITEMS

1. Resolution – Fee Schedule Single-Family Design Standards (*Comm Dev*)
2. Resolution to Amend IGA w/Washington County – UASI Grant (*Police*)
3. Resolution Award of Bid SW 124th Avenue (TDC) (*Comm. Dev.*)
4. Resolution Authorizing Mitigation for Deer Creek Subd for Brown's Ferry Park (*Comm Svcs*)
5. 2007 Annual Report of the Tualatin Arts Advisory Committee (*Comm Svcs*)
6. Reso - Herman Road ROW Compensation (TDC) (*Comm Dev*)
7. Reso - Herman Road ROW Acceptance (COT) (*Comm Dev*)

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. PTA-08-01 Freeway Oriented Sign Regulations Phase 1 (*Legislative*) (*Comm. Dev.*)
2. PMA-08-02 Institutional Zoning / B Level Reservoir Site Norwood Road (**Quasi**) (*Comm. Dev.*)

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. LibCO Change Order #3 / Project Update (*Comm Servs*)
2. ~~Bond Measure Ad Hoc Committee – Feasibility Study Report~~ (~~Comm Servs~~) - moved to June 9
3. Resolution 108th / Tualatin Road (*Eng*)
- 4.

EXECUTIVE SESSION ITEMS

- 1.

MEETING DATE: Monday, June 9, 2008

WORK SESSION ITEMS

PowerPoint?

1. Transportation Policy / Funding Discussion - *tentative*
2. Demolition Criteria – Historic Regs
3. CWS Agreement / IGA (Eng)

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Tualatin Youth Advisory Council - Council Recognition
2. Crawfish Festival Update

CONSENT CALENDAR ITEMS

1. Authorization to adjust management compensation plan (Admin)
2. 108th Avenue: Blake / Marilyn Bid Award (Eng)
3. Resolution Certifying Municipal Services (Finance)
4. Resolution Award of Bid Killarney Lane Sewer (Eng)
5. Resolution – Transfer of Appropriations – *tentative* (Finance)
6. Resolution – IGA w/TriMet on Shelter Maintenance (Comm. Dev)
7. Resolution Du Jour Bond CURD (TDC)
8. Resolution Du Jour Bond LTIP (TDC)
9. Crawfish Festival Approval
10. Resolution approving IGA amendment with CWS
11. Resolution Adopting a Citywide Records Request Policy

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. PTA-08-03 Historic Regulations (**Legislative**) (Comm. Dev)
2. Public Hearing - Consider a Resolution Declaring City's Election to Receive State Revenue Sharing Funds During Fiscal Year 2008-09 (**Other**) (Finance)

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Development Agreement City of Tualatin/Trammell Crow Residential - *tentative* (Comm. Dev)
2. Ordinance (**or Resolution?**) – Bancroft Bonding – Killarney Lane - *tentative*
3. Update on I-5/99W Connector – Open Houses June 10, 11, 12
4. Library Policies (?)
5. Bond Measure Ad Hoc Committee - Feasibility Study Report (Comm Svcs)

EXECUTIVE SESSION ITEMS

- 1.

MEETING DATE: Monday, June 23, 2008

WORK SESSION ITEMS

PowerPoint?

1. Municipal Court discussion

2.

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Chamber of Commerce Update

2.

3.

CONSENT CALENDAR ITEMS

1.

2.

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. Public Hearing to Accept 08/09 Budget (*Other*)

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Ordinance – Rental Housing Standards - *tentative* (Legal)

2. I-5 / 99W Connector Update (?)

3. Resolution setting water rates for 08/09 budget

4. Resolution setting sewer rates for 08/09 budget

EXECUTIVE SESSION ITEMS

1. City Manager's Annual Performance Evaluation

MEETING DATE: Monday, July 14, 2008

WORK SESSION ITEMS

PowerPoint?

1. Bond Measure Update

2. Briefing Flood Plain Regulations *(Engineering/Planning)*

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Youth Advisory Council Update

2.

3.

CONSENT CALENDAR ITEMS

1.

2.

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. PTA-08-02 Floodplain Regulations **(Legislative)** *(Engineering/Planning)*

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Tualatin Tomorrow VIC Annual Report *(Comm. Dev)*

2.

3.

4.

EXECUTIVE SESSION ITEMS

1.

MEETING DATE: Monday, July 28, 2008

WORK SESSION ITEMS

PowerPoint?

1.

2.

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Chamber of Commerce Update

2.

3.

CONSENT CALENDAR ITEMS

1.

2.

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1.

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1.

2.

3.

4.

EXECUTIVE SESSION ITEMS

1.

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2 7:30a Chamber Networking AM, Comfort Inn, 7640 SW Warm Springs Road	3
4	5	6	7 9:30a - 12:30p Washington County Youth Summit Grant Culmination Event @ Bvtn Four Square Church 1:15p Tualatin Historical Soc 5:30p Alive After Five @ Life Moving, 860 SW Pfaffle, Tigard 7:00p TPAC	8 5:30p Tualatin Tomorrow Community Event - The Vision Continues, Education Building, Meridian Park Hospital	9 7:30a Chamber Networking AM, Pacific West Roofing @ Heritage Center	10 10-2:00 Bulky Waste Day @ Allied Waste
11	12 5:00p Work Session 7:00p Council/TDC Mtg	13 1-2:45 Public Works Week Shadow Day @ OPS	14 5:30 - 7:30p YAC Annual Recognition Dinner 6:30p Tualatin Tomorrow VIC Steering Comm Mtg, Chambers 7:30p Vision Implementation Committee	15 9:30a Chamber Ambassador's Meeting, Location TBA 12pm Friends of Library Mtg. @ Heritage Center 6:30p GO 08 Ad Hoc Comm Mtg @ Sr Ctr	16 7:30a Chamber Networking AM, The Jade Needle at West Coast Bank, 8805 SW Tualatin- Sherwood Road	17 10-2:00 Yard Debris drop off @ Grimm's 10-2:00 Used Book Sale @ Library
18	19 Crawdaddy Open Golf Tournament, Tualatin Country Club	20 1:15-3:40 Public Works Week Fair @ Hazelbrook Middle	21 12:00p Core Area Parking District Board, Council Chambers 5:30p Chamber Alive After Five @ Express Employment Professionals, 7401 SW Washoe Court, Suite 200	22 11:30a Chamber Luncheon @ Country Club 12-1:00 Public Works Picnic @ Community Park	23 7:30a Chamber Networking AM, Artistic Photographie, 7002 SW Nyberg Road	24
25	26 Memorial Day Holiday Observed 11:00A Service-Winona Pioneer Cemetery CITY OFFICES & Work Session	27 Note Council meeting date change 5:00-6:00p 1st Budget Comm Mtg / 6:15-6:45p Work Session	28 6:30-8:30 Ready or not? Emergency Preparedness @ MPH	29	30	31 10a - 2p Spring Fling Event on Tualatin

2008

June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1 Summer Reading Begins!	2 6:30p – Budget Committee Meeting	3	4 9:00 Seismic Slam 08 – Emergency Exer @ OPS 1:15p Tualatin Historical Soc 6:30pm – Budget Committee (if necessary) 7:00p ARB (if necessary)	5 Eng/Bldg & Comm Dev Move back to City Ctr OFFICES CLOSED	6 Eng/Bldg & Comm Dev Move back to City Ctr OFFICES CLOSED	7
8	9 5:00p Work Session 7:00p Council/TDC Mtg	10	11 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers 7:30p Vision Implementation Committee	12 7:00p TPAC	13 12pm Library closed for move	14 12pm-5:30pm Library open
15 12pm-5:30pm Library open	16 12:30pm-8:30pm Library open	17 12:30pm-8:30pm Library open 7pm Summer Reading Event on the Commons "Recess Monkey Music for Kids"	18 12:30pm-8:30pm Library open 7:00p ARB (if necessary)	19 12pm Friends of Library Mtg. @ Heritage Center 12:30pm-8:30pm Library open	20 Library Closes until reopening on 7-14-08	21
22	23 5:00p Work Session 7:00p Council/TDC Mtg	24 7:30pm Summer Reading Event on the Commons "Border Collies" Time & Place TBD: 1-5 to 99W Connector Open House	25 Time & Place TBD: 1-5 to 99W Connector Open House 7:00p ARB (if necessary)	26 Time & Place TBD: 1-5 to 99W Connector Open House 11:30a Chamber Luncheon @ Country Club	27	28
29	30					

2008

July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1 7pm Summer Reading Event on the Commons "Tater A. Peal the Clown"	2 1:15p Tualatin Historical Soc 7:00p ARB (if necessary)	3	4 Independence Day Holiday CITY OFFICES CLOSED	5
6	7	8 7pm Summer Reading Event on the Commons "Penny's Puppet Show"	9 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers	10	11	12
13	14 10am Library Opens 5:00p Work Session 7:00p Council/TDC Mitg	15 7pm Summer Reading Event on the Commons "Victor Johnson Music for Kids"	16 7:00p ARB (if necessary)	17 7:00p Urban Renewal Advisory Committee Meeting	18	19
20	21	22 7pm Summer Reading Event on the Commons "Omar Vargas"	23 7:00p ARB (if necessary)	24 11:30a Chamber Luncheon @ Country Club	25	26
27 10am-3pm pm Summer Reading Event on the Commons "Chalk it Up" with Artist Daniel Wood	28 5:00p Work Session 7:00p Council/TDC Mitg	29 7pm Summer Reading Event on the Commons "Magic Show by Jay Frasier"	30 7:00p ARB (if necessary)	31 10am-3pm pm Summer Reading Event @ Heritage Ctr "Hay Caramba"		

2008