



Present: Mayor Lou Ogden; Councilor Frank Bubenik; Council President Joelle Davis; Councilor Nancy Grimes; Councilor Paul Morrison; Councilor Jeff DeHaan; Councilor Robert Kellogg

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; City Engineer Jeff Fuchs; IS Director Bates Russell; Senior Planner Karen Fox; Contract Planner Matt Straite

CALL TO ORDER

Mayor Ogden called the meeting to order at 6:04 p.m.

1. ***Tualatin Development Code Improvement Project Update.***

Community Development Director Aquilla Hurd-Ravich and Senior Planner Karen Fox presented an update on the Tualatin Development Code improvement project. Planner Fox spoke to the accomplishments to date including an audit, sample chapters, and presentations to the Council and Planning Commission. Staff is currently in the code clean-up phases and have completed three draft amendment iterations and completed production on a public draft. Through the drafts staff has organized and streamlined the code with the use of tables, improved language, and readability. New chapters for procedures and applications have been added to clarify and consolidated information making the ability to efficiently administer the code easier. Planner Fox stated overall phase one improved the code making it more user friendly for customers and easier for staff to administer. The upcoming schedule for the project includes agency coordination this Summer and preparations for a Fall workshop.

Councilor Kellogg asked if they are on scheduled for phase two. Planner Fox stated they are on schedule.

Councilor Grimes asked if there is continuity with this update on how other cities present their code. Planner Fox stated it is laid out similar to other cities, it reflects similar patterns based off research they have conducted.

Council President Davis asked if the document size has decreased. Planner Fox stated it has slightly decreased in size.

Mayor Ogden asked if any stakeholder feed has been conducted. Planner Fox stated nothing formal to this point.

Mayor Ogden asked if the final version would be searchable electronically. Planner Fox stated they will be working with a publishing company as this is a high priority

for the project.

Councilor DeHaan asked if there would be any potential litigation issues with the update. City Attorney Brady stated there has not been any policy changes made in phase one.

2. *Accessory Dwelling Units – Modification of the Code.*

Community Development Director Aquilla Hurd-Ravich and Contract Planner Matt Straite presented proposed modifications for criteria and standards for accessory dwelling units (ADU). Planner Straite presented draft code stating the proposed amendments are to address new state laws that have been put in place. Presented amendments included modifying the definition of an ADU, allowing detached ADUs, adding standards for detached units, and creating a formal process for ADUs. Planner Straite stated staff's goal was to make these changes as policy neutral as possible. He noted the Planning Commission felt differently and has recommended changes to the definitions and parking requirements.

Councilor Bubenik asked if prefabricated units would meet the cities architectural standards. Planner Straite stated it would depend on the design of the building.

Councilor DeHaan asked if the setbacks for the units would remain the same. Planner Straite stated they would remain the same.

Councilor Kellogg asked for clarification on how parking spots are counted for the units. Planner Straite explained how the units have to have their own separate spaces in addition to the existing home.

Councilor Kellogg asked if SDC's were considered in this review. Director Hurd-Ravich stated the municipal coded defines how those are charged based on features in the unit.

Councilor DeHaan asked if there are any current ADUs in the city. Director Hurd-Ravich stated there are a few at this time.

Councilor Kellogg would like to make sure the Council addresses the short term rental section of the code when considering the ADU code. Councilor Grimes and Bubenik concurred.

Mayor Ogden would like to see the state mandated changes made first and then have further discussion on those sort of topics.

Councilor Bubenik asked if staff could find out how many properties would actually qualify for an ADU. Planner Straite stated they would only be able to report back on detached units and not the additional types.

Councilor Morrison asked what would happen if Council took no action. Planner Straite stated the city would then have no standards for detached ADUs.

Councilor Kellogg asked if the primary dwelling unit has to be owner occupied. Director Hurd-Ravich stated staff would have to research this.

Councilor Kellogg asked if HOA's would prevent people from having ADUs. Attorney Brady stated property restrictions from the HOA would prevail.

3. Proclamation Request.

Council President Davis presented a proclamation request recognizing the first Friday in June as National Gun Violence Awareness Day. She stated she was presented this proclamation from Mom's Demanding Action.

Council consensus was reached to add the proclamation to tonight's agenda. Councilor Kellogg request there be a motion to waive the Council rules regarding proclamations prior to the declaration.

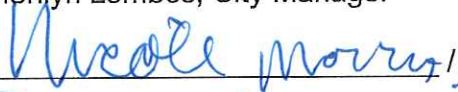
4. Council Meeting Agenda Review, Communications & Roundtable.

None.

ADJOURNMENT

The work session adjourned at 7:02 p.m.

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



/ Joelle Davis
Lou Ogden, Mayor Pro Tem



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 06/11/2018

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of May 29, 2018

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of May 29, 2018.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of May 29, 2018
City Council Regular Meeting Minutes of May 29, 2018