



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: 10/24/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 10, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of October 10, 2016.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minute of October 10, 2016
City Council Regular Meeting Minutes of October 10, 2016



Present: Mayor Lou Ogden- via phone; Council President Monique Beikman; Councilor Frank Bubenik; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Councilor Wade Brooksby; Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;

Present: Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Associate Planner Charles Benson; Senior Planner Karen Fox; Economic Development Manager Melinda Anderson; Public Works Director Jerry Postema

CALL TO ORDER

Council President Beikman called the meeting to order at 5:07 p.m.

1. *Food Carts: Update on Public Outreach & Code Components.*

Planning Manager Aquilla Hurd-Ravich and Associate Planner Charles Benson presented the public outreach and proposed code updates on mobile food units. Manager Hurd-Ravich presented background on the process to date, noting staff has continued to conduct public engagement and further refine the code updates. Associate Benson recapped public engagement efforts including survey results. Manager Hurd-Ravich spoke to survey results from the Commercial CIO group. She stated the group's unanimous consensus was food carts would hurt their businesses. Staff also attended a Tualatin Chamber of Commerce meeting where their board discussed the ordinance internally. They will provide feedback.

Associate Benson presented updated policy considerations from staff. Suggestions included incorporating the policy into the Tualatin Municipal Code, application reviews at the staff level, obtaining a business license, require a permit for stays longer than four hours, require a connection to City infrastructure, prohibit operations on unimproved sites, and restrict signage. Items no longer under consideration were reviewed.

Councilor Truax asked if food carts that were fully contained would be permitted. Manager Hurd-Ravich stated there wouldn't be a way around the regulation they would have to hook up. She noted that food carts staying for less than four hours would not need to meet that requirement.

Councilor Truax asked about parking spot regulations. Manager Hurd-Ravich stated this is why improved locations would only be considered because they had been through the architectural review process.

Manager Hurd-Ravich reviewed the timeline for the project stating staff would be back at the November 14 work session with a draft ordinance for consideration.

Councilor Grimes asked if restroom and seating requirements would need to meet the County's standards. Manager Hurd-Ravich stated the County has specific requirements the food cart would have to meet.

Councilor Bubenik asked if in the information presented to the CCIO, if there was a differentiation made between a pod and a cart. Manager Hurd-Ravich stated it was not made clear because the policy direction was different at the time. Councilor Bubenik stated he would like to simplify the policy direction. He also noted he is not interested in having food pods in Tualatin.

Councilor Truax stated he doesn't think a policy needs to be put in place at all as he does not see Tualatin as a food cart destination.

Council President Beikman stated the scope of the project has gone outside of what the Council originally envisioned. She would like to see it simplified by adding language stating food carts cannot park overnight.

Councilor Bubenik stated that would solve a majority of the issues and would like to ensure they have a business license as well.

Mayor Ogden stated he is concerned with the pushback the Council has received from the restaurant industry. He would like to take the time to work with business owners and see what would work for them.

Council President Beikman does not want to push the topic off any longer with more feedback. She just wants the ordinance simplified.

Councilor Bubenik stated he is no rush to complete this and would like more feedback from the restaurant industry.

Mayor Ogden stated he won't vote to approve anything until it has been vetted by the restaurant industry.

Manager Hurd-Ravich stated staff will compile feedback from the Council and be back with an ordinance.

2. *Basalt Creek Land Use Concept Map & Project Update.*

Planning Manager Aquilla Hurd-Ravich and Senior Planner Karen Fox presented an update on the Basalt Creek Concept Plan. Manager Hurd-Ravich spoke to concept map refinements with key feedback being to refine employment land uses, residential land uses, and consider both private ownership and environmental constraints in the Basalt Creek Canyon. The land use concept maps were refined to better highlight actual uses in Tualatin. The manufacturing park is now the largest part followed by residential uses, both uses are balanced. A summary of acres and trips was reviewed. Manager Hurd-Ravich reviewed and updated the Council on the ten considerations for success. Planner Fox noted other recent activities including the Basalt Creek IGA being reinstated, the concept plan draft is underway, and community involvement is ongoing.

Manager Hurd-Ravich spoke to public comments specific to land use. One topic of discussion has been the Victoria Gardens Homeowners Association proposal. The proposal requests single family residential to buffer their neighborhood to the south. The Council can consider two options. Option one to zone the area RML, which would likely be a better transition to employment lands. Option two is to change adjacent property to the south to RL, which is preferred by the HOA. Manager Hurd-Ravich noted Tualatin is currently balance. Any changes will tip the balance and create further discussion on policy considerations.

Manager Hurd-Ravich presented another proposal from Otak regarding the area south of Victoria Gardens. The proposal contained three options. Option A contains a mix of low and high density residential to serve as transition to employment and the Canyon. Option B offers residential to wrap around the new loop road surround employment uses. Option C offers a mix of housing types and densities with small amounts of commercial.

Manager Hurd-Ravich stated staff is seeking direction from Council on the proposals. Next steps for the project include an agency review team meeting, individual council meetings to discuss the draft concept plan, and a joint council meeting.

Councilor Grimes asked how staff would deal with trips over capacity. Manager Hurd-Ravich stated Washington County is comfortable with the margin of error.

Councilor Bubenik asked if Otak's idea would make the trip count higher. Manager Hurd-Ravich stated it wouldn't necessarily increase the trips but they would have to evaluate the proposal further. Assistant City Manager Alice Cannon stated it would be worth the City investigating the option further.

Councilor Truax would like to further evaluate Otak Option C. He likes the combination of uses and the transition and buffering.

Mayor Ogden stated he believes all the land that can be used for jobs should be used for jobs as it is the primary function of the land. All other non-suitable land should then be used for residential.

Council President Beikman asked why the neighborhood commercial was removed from the plan. Manager Hurd-Ravich stated they made it Manufacturing Park to add more flexibility to the area. Council President Beikman stated she likes Otak Option C as she is concerned with buffering around the neighborhoods as well.

Councilor Bubenik would also like to explore Otak Option C. He wants to make sure there is traffic calming work done in the area as noise will be the main issue. He wants to ensure buffering is built into the standards.

Council President Beikman and Mayor Ogden both concurred that the buffering standards need to be in place before development happens.

Manager Hurd-Ravich recapped stating staff will explore Otak Option C and further evaluate the trip capacity for the option while incorporating design stands for appropriate buffering

3. ***Economic Development Update.***

Moved to a meeting date to be determined.

4. ***UPDATE: Hazelbrook Road Parking Concerns.***

City Engineer Jeff Fuchs presented additional information on the Hazelbrook Parking issue. Engineer Fuchs provided a summary of the parking issue along both sides of the roadway occasionally constricting traffic. Since the last presentation staff monitored the area and most of the cars parking in the area belonged to renters in the apartment complex. Options for improvement include: leave as is, prohibit parking on both sides, prohibit parking on westbound lane, install no parking signs, or install a bike lane on the eastbound side.

Councilor Bubenik stated his biggest concern in the area is cars parking on the south side of the road heading east through the curves. He suggested making the area no parking through the curves.

Council consensus was reached to make the area no parking eastbound through the curves.


5. ***Council Meeting Agenda Review, Communications & Roundtable.***


None.

ADJOURNMENT

The work session adjourned at 6:56 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Monique Beikman, Mayor Pro Tem