



## MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Sherilyn Lombos, City Manager

**DATE:** October 8, 2018

**SUBJECT:** Work Session for October 8, 2018

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***5:00 p.m. (30 min) – Update on the Tualatin Development Code Improvement Project.***

The development code improvement project is a three phase project that was approved by the City Council in 2017. Phase I (code clean-up) is currently wrapping up with Phases II & III tentatively scheduled to begin in 2019. Staff will present an update on the progress of Phase I along with the anticipated next steps.

***5:30 p.m. (20 min) – Building Height in the Mixed Use Commercial Overlay District.***

Staff is seeking Council direction on whether to proceed with a change to the development code that would allow for a greater maximum building height than the 50 to 70 feet presently allowed in the Mixed Use Commercial Overlay District (MUCOD).

***5:50 p.m. (20 min) – Update on the Council’s Diversity & Inclusion Goal.*** The Council will hear an update on the progress towards the Council goal of increasing diversity and inclusion throughout the City of Tualatin and our community.

***6:10 p.m. (40 min) – Parks System Development Charges.*** An updated methodology for residential and non-residential development will be presented. Staff is looking for discussion and direction regarding the methodology and rate-setting.

***6:50 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable.*** Council will review the agenda for the October 8<sup>th</sup> City Council meeting and brief the Council on issues of mutual interest.



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Karen Perl Fox, Senior Planner  
Aquilla Hurd-Ravich, Community Development Director and Steve Koper,  
Planning Manager

**DATE:** 10/08/2018

**SUBJECT:** Update including presentation and feedback received to date on the Tualatin Development Code Improvement Project (TDCIP) Phase 1: Code Clean-Up.

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### **ISSUE BEFORE THE COUNCIL:**

Do TDCIP Phase 1 Draft Amendments meet the project goals originally set out to improve: the overall efficiency, internal consistency, and readability of the Tualatin Development Code (TDC)?

Does City Council direct staff to proceed with incorporating applicable minor revisions to the Draft Amendments? An updated Draft Amendments are tentatively scheduled to be presented to the Planning Commission for their recommendation on November 15, 2018 and to the City Council for a decision on November 26, 2018.

### **EXECUTIVE SUMMARY:**

The TDCIP is a three phase project that was approved by City Council in 2017. As observed, Phase 1 is currently in progress, with Phases 2 and 3 tentatively scheduled to begin in 2019. A summary of the phases are as follows:

**Phase 1 Code Clean-Up:** A technical code clean-up of the TDC with the goal of improving the overall efficiency, internal consistency and readability of the code. The approach for this phase was intended as “policy neutral”, meaning that the amended code would result in the same built outcomes as the existing code.

Review of Draft Amendments of the TDC was sought from frequent users of the code. In addition, agency coordination was conducted and feedback was solicited from agencies on the Draft Amendments.

Public engagement included a Planning Commission Workshop with a presentation followed by live interactive polling, Q & A, and opportunity to fill out public comment cards. The workshop was immediately followed by a two week open comment period utilizing Survey Monkey.

**Phase 2 Policy Review and Outreach:** Listening to stakeholders and identifying concerns from the community regarding land use policies and regulations. This phase will include informational

and educational public engagement, outreach to decision makers and advisory groups, and stakeholder interviews.

**Phase 3 Work Program:** Prioritizing policies identified in Phase 2, and organizing to develop and execute a work program in a multi-year path going forward.

## **DISCUSSION:**

**Where we are now:** The City staff project management team has completed a draft amendment of most of the Chapters in the TDC, Chapter 31-80 as well as revisions to Chapter 1 and 2 of the Comprehensive Plan, which are functionally tied to the Development Code. Phase 1 is tentatively scheduled for completion by December of 2018. To summarize, this work accomplished the following:

- Completion of an extensive draft Amendment to the TDC.
- Revisions ranging from substantive, moderate to minor to many of the TDC Chapters 31-80.
- Addition of several new Chapters to provide clarity on procedures, applications and standardized uses.
- Organization of development standards utilizing tables into a clear, understandable, and easy to read format.
- Improved language flow and grammar, resolved language conflicts and addressed some legal requirements.
- Vastly improved the ease of use of the TDC, making it considerably more user friendly for our customers!

**Frequent Customers Feedback:** Out of six frequent TDC users invited to provide feedback, three provided feedback via a Survey monkey questionnaire. Overall, the feedback was very positive and constructive.

**Agency Coordination and Comment:** Out of seven agencies invited to review the Phase 1 Draft Amendments and provide feedback, three indicated they were interested in doing so including Department of Land Conservation and Development (DLCD), Metro and Washington County. One agency, DLCD, provided written comment, which strongly praised the layout of the Draft Amendments.

**Public Engagement and Comment:** Several public engagement and comment opportunities were made available and employed at the Tualatin Planning Commission Workshop held on September 6, 2018. These opportunities included a presentation similar to what you will see tonight with before and after slides of the work, and provided live interactive polling to assess the favorability by the public about the work accomplished, opportunity to fill out public comment cards and participate in a question and answer period.

**Public Comment Period.** The Planning Commission Workshop on September 6, 2018 was also followed by an open two week comment period online via Survey Monkey from September 7 through September 21, 2018 (though no comments were received). A second two week comment period is planned be held from October 10<sup>th</sup> through October 24, 2018, which would allow comments to be submitted online, by mail or email.

**Notice to Interested Parties:** Email and mailed Notices to Interested Parties are being sent out monthly. People are encouraged to contact the Planning Division at 503-691-3026 or send an

email to [lsanford@tualatin.gov](mailto:lsanford@tualatin.gov) and request to be added to the TDCIP Notice to Interested Parties List.

**Tonight's Presentation:** Will include an update and presentation on the Phase 1 Code Clean-up by the project consultant and staff with more before and after images of that work and will share the feedback we have received on what has been accomplished to date with the Draft Amendments. The electronic link to the Draft Amendments can be found at: <https://www.tualatinoregon.gov/planning/tualatin-development-code-improvement-project-tdcip>. Staff will also have available hard copy binders of the Public Review Draft Amendments and the existing TDC for comparison at this Work Session.

**Next steps:** TDCIP Phase 1 is nearing completion. A series of Planning Commission and City Council meetings and hearings are tentatively scheduled through the end of 2018. Minor revisions are anticipated to the Draft Amendments, which are tentatively schedule to be presented to the Planning Commission on November 15, 2018 for their recommendation and then at City Council Hearing on November 26, 2018.

A second two week public comment period is planned be held from October 10, 2018 to October 24, 2018. Instructions for submitting public comment by email or mail is planned to be posted on the City website on the TDCIP project webpage and in the Notice to Interested Parties in early October 2018.

**2018 Fall Schedule:**

- City Council Meeting #1 on October 8, 2018 at 5:00PM (Work Session - Public Draft Amendments)
- Planning Commission Meeting #2 on November 15, 2018 at 6:30PM (Recommendation to Council on Public Draft)
- City Council Meeting #2 on November 26, 2018 at 7:00PM (Pubic Hearing - Public Draft Amendments and Findings)
- City Council Meeting #3 on December 10, 2018 at 7:00PM (Ordinance Adoption)

**RECOMMENDATION:**

Direct staff to proceed with TDCIP Phase 1: Code Clean-Up (Draft Amendments) as tentatively scheduled.

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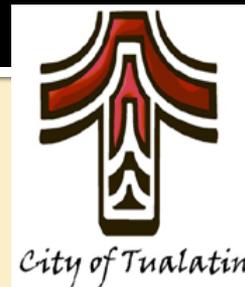
**Attachments:**    [Update on TDCIP Phase 1 Code Clean-Up](#)

# Tualatin Development Code Improvement Project

TDCIP Phase 1

CITY COUNCIL WORKSESSION

OCTOBER 8, 2018



# Tonight

- Feedback from stakeholders at TPC Workshop on Sept. 6, 2018
- Public Comment
- Results from “frequent user’s testing” on TDCIP Phase 1 Draft #3 Chapters
- Feedback from Agency Coordination

# Agenda

- Presentation from City staff and consultant
  - Project background and goals
  - Examples
  - Phase 1 Accomplishments
  - Schedule
- Q & A

# TDCIP Project

- Phase 1: Code Clean-Up
  - Goal: Improve the overall efficiency, internal consistency and readability of the code
  
- Phase 2: Outreach and Policy Review
  - Goal: Listen and identify concerns from the community regarding land use policies and regulations
  
- Phase 3: Work Program
  - Goal: Prioritize and organize Phase 2 suggestions into a multi-year path forward

# Phase 1: Code Clean-Up

## THIS...

- Clean-up and clarify
- Narrowly defined
- Formatting/legibility
- Primary focus on the Development Code Chapters 31-80
- Goal = “policy neutral”

## NOT THIS...

- Significant policy changes
- Extensive public outreach needed (advisory committees, etc.)
- Additional technical research required

# Phase 1 - Organize and Streamline Code

## TDC Chapters 1, 2 + 31-80

- **Improved Overall Organization**
  - Chapters and sections in a consistent structure and logical sequence
- **Streamlined Planning District Chapters with Tables**
  - Clearer structure and improved user friendliness for customers
- **Improved Language and Readability**
  - Clarified language, improved grammar and flow, resolved language conflicts
  - Updated to meet new legal requirements

# New Chapters and New Look

- **New Chapters: Procedures, Applications**
  - Simplified, clarified and consolidated information which was spread across multiple chapters
  - Improved the ability to efficiently administer the code
- **Standardized Use Categories**
  - New chapter organized uses into clear categories and explains and defines use characteristics in standardized manner
- **Fresh New Look**
  - Improved the visual and organizational appearance of the code

# BEFORE

## Chapter 61: General Manufacturing Permitted Uses

### Section 61.020 Permitted Uses

No building, structure or land shall be used, except for the following uses as restricted in [TDC 61.021](#).

- (1) All uses permitted by [TDC 60.020](#) and [60.037](#) in the Light Manufacturing Planning District.
  - (2) Assembly, packaging, processing, and other treatment of beer, coffee, and canned goods.
  - (3) Assembly of electrical appliances, such as refrigerators, freezers, washing machines, and dryers.
  - (4) Auto body and/or paint shop; auto machine shop; auto radiator repair shop; general auto and light truck repair, including but not limited to, repairing and rebuilding engines and repair of transmissions, drivelines and rear ends except not allowed in the Special Commercial Setback, [TDC 61.035\(1-3\)](#).
  - (5) Chemical warehouse and distribution.
  - (6) Cold storage plant.
  - (7) Concrete batch plant, except not allowed in the Leveton Tax Increment District.
  - (8) Manufacture of the following types of products:
    - (a) Batteries.
    - (b) Boilers.
    - (c) Bottles.
    - (d) Brick, tiles, or terra cotta.
    - (e) Cans.
    - (f) Chainsaws.
    - (g) Electric generators.
    - (h) Electric motors.
    - (i) Electric transformers.
    - (j) Engines, larger gasoline or diesel.
    - (k) Heating and cooling equipment.
    - (l) Industrial gases, excluding chlorine.
    - (m) Ladders.
    - (n) Lawnmowers.
    - (o) Manufactured Dwellings.
    - (p) Motor vehicles.
    - (q) Paint.
    - (r) Pet food.
    - (s) Prefabricated building or structural members for buildings.
    - (t) Rototillers.
    - (u) Signs and display structures.
    - (v) Windows.
    - (g) Marijuana facility, subject to the provisions in TDC Chapter 80.
    - (10) Metal casting (small to large size).
    - (11) Metal fabrication (light to medium) (of unfinished or semi-finished metals).
    - (12) Petroleum product distribution and storage.
    - (13) Planning mill.
    - (14) Processing, assembly, packaging, and other treatment of small products manufactured from sheet metal, wire larger than 1/4 inch (0.25") in diameter, or tobacco.
    - (15) Production of agricultural crops.
    - (16) Sale, service and rental of industrial machinery including machine tools, processing, and packaging machinery, forklifts, hoists and conveyors.
    - (17) Sandblasting.
    - (18) Storage and retail sale of rock, gravel, barkdust, sawdust, coal or topsoil except not allowed in the Special Commercial Setback, [TDC 60.035\(1-3\)](#).
    - (19) Structural-mechanical testing laboratories.
    - (20) Welding shop.
    - (21) Wireless communication facility attached.
    - (22) Wireless communication facility.
    - (23) Other uses of a similar character found by the Planning Director to meet the purpose of this district, as provided in [TDC 31.070](#).
    - (24) Sale, service and rental of construction and industrial equipment to contractors and industrial firms only.
- [Ord. 592-83, 6/13/83; Ord. 621-84, 2/13/84; Ord. 812-90, 9/24/90; Ord. 819-91, 1/14/91; Ord. 911-94, 2/14/94; Ord. 913-94, 2/28/94; Ord. 965-96, 12/9/96; and Ord. 988-97, 12/8/97; Ord. 1003-98, 4/27/98; Ord. 1026-99, 8/9/99; Ord. 2046-00, 2/14/00; Ord. 1133-03, 03/24/03; Ord. 1122-02, 11/25/02; Ord. 1212-06, 06/26/06; Ord. 1370-14 §9, 3/24/14; Ord. 1379-15, § 4 03/23/2015]

# AFTER

## CHAPTER 61: PERMITTED USES

- Improves clarity with use of tables
- Utilizes Standardized Use Categories
- Organizes and groups related uses
- Improves user friendliness of code

Use Category	Status	Limitations and Code References
<b>Industrial Use Categories</b>		
Heavy Manufacturing	P (L)	Concrete batch plants are not permitted in the Leveton Tax Increment District. All other uses permitted outright.
Light Manufacturing	P	--
Solid Waste Treatment and Recycling	C (L)	Conditional uses limited to: <ul style="list-style-type: none"> <li>○ Recycling collection center;</li> <li>○ Waste transfer station;</li> <li>○ Resource recovery facility.</li> </ul> Recycling collection center or waste transfer station are not permitted within the Limited Commercial Setback.
Vehicle Storage	P/C (L)	Conditional use required for bus maintenance and storage facility. Vehicle storage not permitted within the Limited Commercial Setback. Vehicles sales are not permitted. All other uses permitted outright in other locations.
Warehouse and Freight Movement	P/C	Conditional use required for warehousing of building materials and supplies. All other uses permitted outright.
Wholesale Sales	P/C (L)	Permitted uses limited to: <ul style="list-style-type: none"> <li>○ Sales of industrial hand tools, industrial supplies such as safety equipment and welding equipment, that are products primarily sold wholesale to other industrial firms or industrial workers;</li> <li>○ Sale, service and rental of construction and industrial equipment to contractors and industrial firms only.</li> </ul> Conditional use permit required for wholesale sales of building materials and supplies.

# BEFORE

## Chapter 61: Development Standards

### Section 61.050 Lot Size.

Except for lots for public utility facilities, natural gas pumping stations and wireless communication facility which shall be established through the Subdivision, Partition or Lot Line

Adjustment process, the following requirements shall apply:

- (1) The minimum lot area shall be 20,000 square feet.
- (2) The minimum lot width shall be 100 feet.
- (3) The minimum average lot width at the building line shall be 100 feet.
- (4) The minimum lot width at the street shall be 100 feet.
- (5) For flag lots, the minimum lot width at the street shall be sufficient to comply with at least the minimum access requirements contained in [TDC 73.400\(8\) to \(12\)](#).
- (6) The minimum lot width at the street shall be 50 feet on a cul-de-sac street. [Ord. 866-92, 4/27/92; Ord. 965-96, 12/9/96]

### Section 61.060 Setback Requirements.

- (1) Front yard. The minimum setback is 30 feet. When the front yard is across the street from a residential or Manufacturing Park (MP) district, a front yard setback of 50 feet is required. When a fish and wildlife habitat area is placed in a Tract and dedicated to the City at the City's option, dedicated in a manner approved by the City to a non-profit conservation organization or is retained in private ownership by the developer, the minimum setback is 10 – 30 feet, as determined in the Architectural Review process, with the exception of front yards across the street from a residential or MP District, provided the buildings are located farther away from fish and wildlife habitat areas.
- (2) Side yard. The minimum setback is 0 to 50 feet, as determined through the Architectural Review process. When the side yard is adjacent to a property line or across the street from a residential or Manufacturing Park (MP) District, a side yard setback of 50 feet is required.
- (3) Rear yard. The minimum setback is 0 to 50 feet, as determined through the Architectural Review process. When the rear yard is adjacent to a property line or across the street from a residential or Manufacturing Park (MP) District, a rear yard setback of 50 feet is required.
- (4) Corner lot yards. The minimum set-back is the maximum setback prescribed for each yard for a sufficient distance from the street intersections and driveways to provide adequate sight distance for vehicular and pedestrian traffic at intersections and driveways, as determined through the Architectural Review process.
- (5) The minimum parking and circulation area setback is 5 feet, except when a yard is adjacent to public streets or Residential or Manufacturing Park District, the minimum setback is 10 feet. No setback is required from lot lines within ingress and egress areas shared by abutting properties in accordance with [TDC 73.400\(2\)](#).
- (6) No spur rail trackage shall be permitted within 200 feet of an adjacent residential district.
- (7) No setbacks are required at points where side or rear property lines abut a rail-road right-of-way or spur track.
- (8) No fence shall be constructed within 10 feet of a public right-of-way.
- (9) Setbacks for a wireless communication facility shall be established through the Architectural Review process, shall consider [TDC 73.510](#), shall be a minimum of 5 feet, and shall be set back from an RL District, or an RML District with an approved small lot subdivision, no less than 175 feet for a monopole that is no more than 35 feet in height and the setback shall increase five feet for each one foot increase in height up to 80 feet in height, and the setback shall increase 10 feet for each one foot increase in height above 80 feet. [Ord. 592-83 §99, 6/13/83; Ord. 621-84 §13, 2/13/84; Ord. 862-92 §42, 3/23/92; Ord. 904-93 §42, 9/13/93; Ord. 965-96 §75, 12/9/96; Ord. 1026-99 §85, 8/9/99; Ord. 1050-00 §9, 3/13/00; Ord. 1098-02, 2/11/02; Ord. 1224-06 §19, 11/13/06]

### Section 61.080 Structure Height.

- (1) Except as provided in TDC 61.080(2) - (4), no structure shall exceed a height of 60 feet and flagpoles which display the flag of the United States of America either alone or with the State of Oregon flag shall not exceed 100 feet above grade provided that the setbacks are not less than a distance equal to the flagpole height.
- (2) The maximum permitted structure height in TDC 61.080(1) may be increased to no more than 100 feet, provided that all yards adjacent to the structure are not less than a distance equal to the height of the structure.
- (3) Height Adjacent to a Residential District. Where a property line, street or alley separates MG land from land in a residential district, a building, flagpole or wireless communication support structure shall not be greater than 28 feet in height at the required 50 foot setback line. No building or structure, including flagpoles, shall extend above a plane beginning at 28 feet in height at the required 50 foot setback line and extending away from and above the setback line at a slope of 45 degrees, subject always to the maximum height limitation in TDC 61.080(1) and (2).
- (4) Wireless Communication Support Structure. The maximum structure height for a wireless communication support structure and antennas is 100 feet unless the wireless communication support structure and antennas are located within 300 feet of the centerline of I-5, in which case the maximum structure height is 120 feet. [Ord. 792-90 §6, 1/8/90; Ord. 965-96 §76, 12/9/96; Ord. 1026-99 §87, 8/9/99; Ord. 1046-00 §20, 2/14/00; Ord. 1116-02, 8/26/02]

# AFTER

## Chapter 61: Standards Table 61-2 (excerpt)

- Consolidates Development Standards
- Organizes for clarity and ease of understanding

STANDARD	REQUIREMENT	LIMITATIONS AND CODE REFERENCES
<b>LOT SIZE</b>		
Minimum Lot Size	20,000 sq. ft.	
<b>LOT DIMENSIONS</b>		
Minimum Lot Width	100 feet	When lot has frontage on public street, minimum lot width at the street is 100 feet. When lot has frontage on cul-de-sac street, minimum lot width at the street is 50 feet.
Infrastructure and Utilities Uses	....	As determined through the Subdivision, Partition, or Lot Line Adjustment process.
Flag Lots	....	Must be sufficient to comply with minimum access requirements of TDC 73.410(7) - (12).
<b>MINIMUM SETBACKS</b>		
Front	30 feet	
Front Setback Adjacent to Residential or Manufacturing Park Zone	50 feet	
Side	0-50 feet	Determined through Architectural Review process. No minimum setback if adjacent to railroad right-of-way or spur track.
Side Setback Adjacent to Residential or Manufacturing Park Zone	50 feet	
Rear	0-50 feet	Determined through Architectural Review process. No minimum setback if adjacent to railroad right-of-way or spur track.

# New Chapter 32: Procedures (Table 32-1 excerpt)

- Consolidates Procedures- All in One Place
- New Table Format
- Procedure Types Added
- Review Process Depicted

Application / Action	Procedure Type	Decision Body*	Appeal Body*	Pre-Application Conference Required	Neighborhood/Developer Mtg Required	Applicable Code Chapter
Annexations						
• Quasi-judicial	TDC 32.260	CC	LUBA	Yes	Yes	TDC 33.010
• Legislative		CC	LUBA	No	No	TDC 33.010
Architectural Review						
• Architectural Review (except as specified below) (limited land use)	II	CM	ARB / CC	Yes	Yes	TDC 33.020
• Single Family Dwelling following Clear and Objective Standards • Minor AR including façade and landscape modifications	I	CM	Circuit Court	No	No	TDC 33.020
• Commercial Buildings 50,000 square feet and larger • Industrial Buildings 150,000 square feet and larger • Multifamily Housing Projects 100 units and above (or any number of units abutting a single family district) • as requested by the CM	III	ARB	CC	Yes	Yes	TDC 33.020
• Public Facilities Decision in conjunction with Architectural Review (limited land use)	II	CM	CC	Yes	Yes	TDC 33.020

# Phase 1: Accomplishments to Date

## ■ Initial Process – 2017

- Audit of TDC – completed March 2017
- Sample Chapter (Gen. Manufacturing) – completed April 2017
- City Council Work Session presentation – June 2017
- Planning Commission presentation – June 2017

## ■ TDC Code Clean-up Amendment - 2018

- Completed three Draft Amendment iterations covering TDC Chapters - March 2018
- Completed production on full Public Draft Amendment - April 2018
- City Council and TPC Project Updates – May 2018
- Review by frequent user group and agencies - August 2018
- TPC Workshop – September 6, 2018

# Reviews so Far

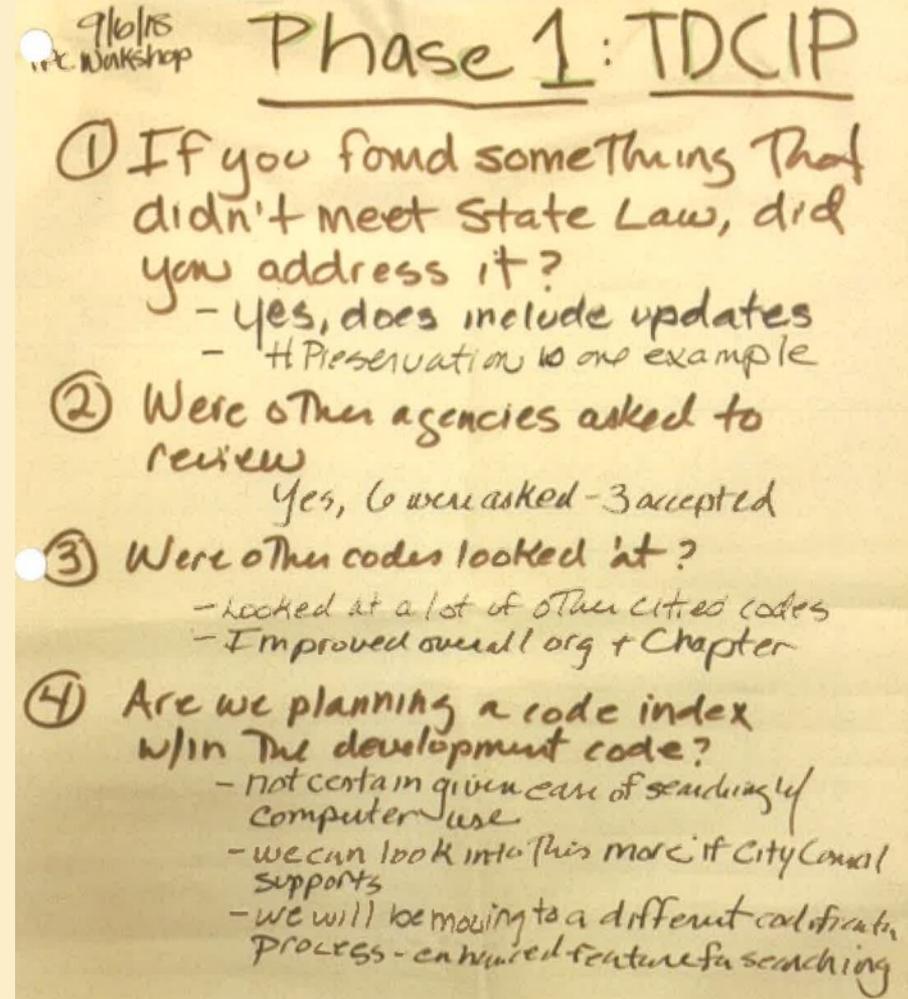
- Initial Frequent Users Review
  - Six regular users of the TDC
  - Three agencies
- Early results indicate support for the code update
- Plus helpful suggestions regarding formatting, etc.

Our DLCD representative had this to say:

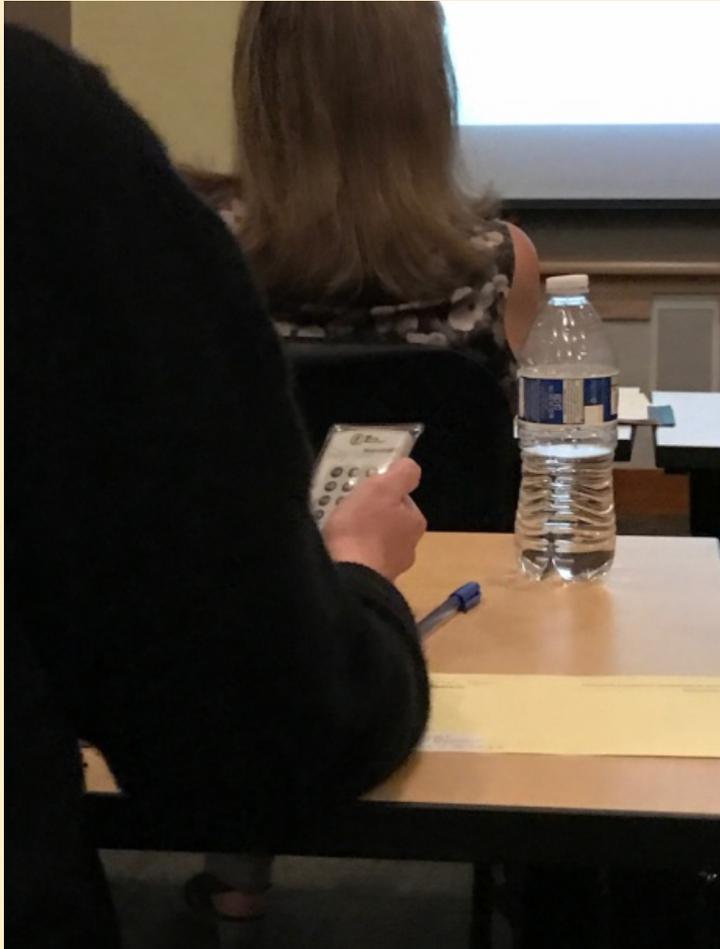
“Thank you for the opportunity to review your phase 1 Code update! Wow, what an amazing reconstruction of the Development Code. The index is well laid out and although I didn’t read every section, the ones I opened were nicely done. Thank you for your planning efforts – and I look forward to the community discussions and recommendations. “

# Variety of Public Engagement at TPC Workshop and After

- Live Interactive Polling
- Q & A
  - interactive with live note taking on large poster paper (sample to right)
- Public Comments on Yellow Cards
  - "Great Improvement; Looking Forward to Phase 2."
  - "Will this be translated into other languages?"
  - "Thank you – Great work!"
- First Comment Period held Sept 7-21, 2018.
- Second Comment Period from October 10-24, 2018.



# Results of Interactive Polling



- 1. To what degree do you think use of tables in TDC zoning chapters improves their user friendliness?
- Choices | Percent | Count

	Responses	
	Percent	Count
Vastly Improved	42.86%	3
Impressive	57.14%	4
Good	0.00%	0
Fair	0.00%	0
Low	0.00%	0
Don't know	0.00%	0
<b>Totals</b>	<b>100%</b>	<b>7</b>

# Results of Interactive Polling

- 2. To what degree do you think the reorganization on the Community Design Chapter 73 into subsections (A-G) improves this chapter
- Choices | Percent | Count

	Responses	
	Percent	Count
Vastly Improved	28.57%	2
Impressive	28.57%	2
Good	28.57%	2
Fair	14.29%	1
Low	0.00%	0
Don't know	0.00%	0
<b>Totals</b>	<b>100%</b>	<b>7</b>



# Results of Interactive Polling

- 3. To what degree do you think the Standardized Use Categories Chapter 39 are an improvement over the long lists of uses in the existing code?

- Choices | Percent | Count

	Responses	
	Percent	Count
Vastly Improved	42.86%	3
Impressive	42.86%	3
Good	14.29%	1
Fair	0.00%	0
Low	0.00%	0
Don't know	0.00%	0
<b>Totals</b>	<b>100%</b>	<b>7</b>

- 4. To what degree do you think the New Procedures Chapter 32 improves the overall clarity and consistency of the procedural process in the code?

- Choices | Percent | Count

	Responses	
	Percent	Count
Vastly Improved	28.57%	2
Impressive	71.43%	5
Good	0.00%	0
Fair	0.00%	0
Low	0.00%	0
Don't know	0.00%	0
<b>Totals</b>	<b>100%</b>	<b>7</b>

# Results of Interactive Polling

- 5. To what degree **OVERALL** do you think the **Phase 1 Code Clean-Up** improves the overall efficiency, consistency and readability of the code?
- **Choices | Percent | Count**

	Responses	
	Percent	Count
Vastly Improved	28.57%	2
Impressive	57.14%	4
Good	14.29%	1
Fair	0.00%	0
Low	0.00%	0
Don't know	0.00%	0
<b>Totals</b>	<b>100%</b>	<b>7</b>



# Phase 1 Schedule

## Fall 2018

- **City Council Work Session #1 - Oct. 8, 2018 (tonight)**
- **Planning Commission Meeting #2 - Nov. 15, 2018**  
(PC Recommendation to Council on Draft TDC amendments including any recommended revisions to draft TDC or findings)
- **City Council Meeting #2 (Public Hearing) - Nov. 26, 2018**  
(Review PC Recommendation; Make any additional revisions to TDC or findings)
- **City Council Meeting #3 (Ordinance Adoption) - Dec. 10, 2018**

# Thank you!

## Questions and Comments

**For more information:**

<https://www.tualatinoregon.gov/planning/tualatin-development-code-improvement-project-tdcip>



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Erin Engman, Associate Planner  
Steve Koper, Planning Manager

**DATE:** 10/08/2018

**SUBJECT:** Potential Tualatin Development Code plan text amendment to increase building height in the Mixed Use Commercial Overlay District.

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### ISSUE BEFORE THE COUNCIL:

Staff is seeking Council direction on whether to proceed with a plan text amendment to allow for a greater maximum building height than the 50 to 70 feet presently allowed in the Mixed Use Commercial Overlay District (MUCOD).

### POLICY CONSIDERATIONS:

The following considerations should be taken into account for the text amendment:

1. Staff would retain the services of a traffic consultant to analyze any potential transportation system impact that might result from greater building heights in the MUCOD.
2. Staff would engage and coordinate with stakeholders, including neighboring jurisdictions and partner agencies.
3. Other considerations could include a review of best practices and further comparative analysis of regulations related to maximum building height.

### EXECUTIVE SUMMARY:

The Mixed Use Commercial Overlay District (MUCOD), which is located in the Bridgeport Village (Durham Quarry) area, presently has a maximum height range of 50 to 70 feet. Although commercial development within the MUCOD has been largely successful, several parcels remain undeveloped. There are also other potentially underdeveloped parcels. Providing these parcels, and others that are within the MUCOD or eligible for inclusion, increased flexibility through a greater maximum building height, may help to realize or increase their development potential. Further, with limited land supply in the Metro region, suburban trends are favoring mixed use development and densification (<http://rismedia.com/2017/12/04/2018-real-estate-trends-watch-surban-sweet-spot-city-suburb/>), which a higher maximum building height could help facilitate. This interest is also supported by the Bridgeport Village area being the identified location of the Southwest Corridor Terminus.

### History

The City sets maximum height limits to regulate how tall buildings can be. These heights are typically established based on public expectations about the size of buildings in certain geographic areas of the City, the preservation of scenic public views, and the scale of buildings relative to those in other neighboring land use districts.

The Mixed Use Commercial Overlay District (MUCOD) was established through PTA99-11 and Ordinance #1062-00, and was created by an Intergovernmental Agreement (IGA) between Tualatin, Tigard, and Washington County to provide uniform development standards to the Durham Quarry area. As discussed above, the MUCOD presently has a maximum building height of 50 feet generally south of Bridgeport Road, and a maximum building height of 70 feet generally north of Bridgeport Road and adjacent to the City of Tigard boundary.

### DISCUSSION:

Staff conducted a comparative analysis of maximum building heights in comparable mixed use commercial and town center districts of four neighboring jurisdictions: Wilsonville, Beaverton, Lake Oswego, Tigard, and Tualatin.

The table below includes a snapshot of building heights within mixed use commercial districts within each City that was studied, which resulted in a range of maximum building heights. Listed further below is the absolute maximum height for each City and any applicable limitations or exceptions.

	<b>WILSONVILLE</b>	<b>BEAVERTON</b>	<b>LAKE OSWEGO</b>	<b>TIGARD</b>	<b>TUALATIN</b>
Max Height Range	35' – 60'	60' – 120'	45' – 175'	70' – 200'	50' – 70'

*City of Wilsonville*

The maximum building height allowed in mixed use commercial districts is 60 feet. The building height maximum applies to the structure itself and does not apply to accessory roof-mounted building components. Wilsonville also allows for waiver of maximum building height requirements in certain circumstances, subject to approval by their Development Review Board.

*City of Beaverton*

The maximum building height allowed in mixed use commercial districts located near the Beaverton Transit center is 120 feet. Buildings greater than 60 feet require the upper portions to be set back from the lower floors. A building height increase is also allowed when a proposal includes an eco-roof.

*City of Lake Oswego*

The maximum building height allowed in mixed use commercial districts located south of Kruse Way and east of Bangy Road is 175 feet.

*City of Tigard*

The maximum building height allowed in mixed use commercial and employment districts located near to the Hwy. 217 and SW Greenberg Road interchange area is 175 feet. The building height maximum applies to the structure itself and does not apply to accessory roof-mounted building components.

**RECOMMENDATION:**

The City Council may consider the following actions:

1. Staff is directed to proceed with a plan text amendment.
2. Staff is directed to develop additional information and return to Council to present at a future work session.
3. No further action.

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**Attachments:**      [101 - Presentation](#)



# MUCOD Height Standard- DISCUSSION

CITY COUNCIL WORK SESSION  
OCTOBER 8, 2018



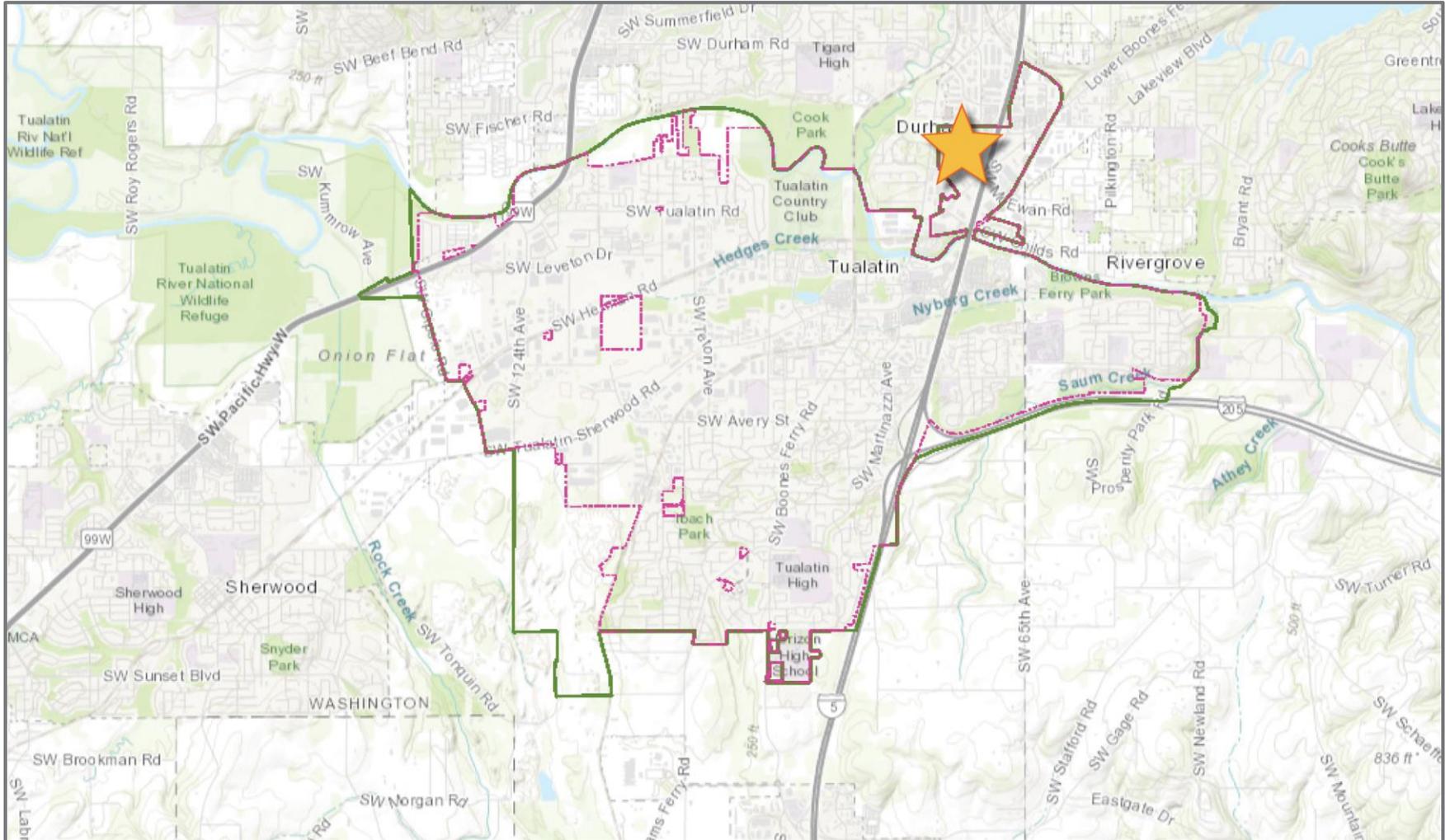
# DISCUSSION

- **Potential Development Code Amendment** to increase building height in the Mixed Use Commercial Overlay District (MUCOD)

Staff is seeking Council direction on whether to proceed with a Plan Text Amendment to allow for a greater building height than the 50 to 70 feet presently allowed in the MUCOD

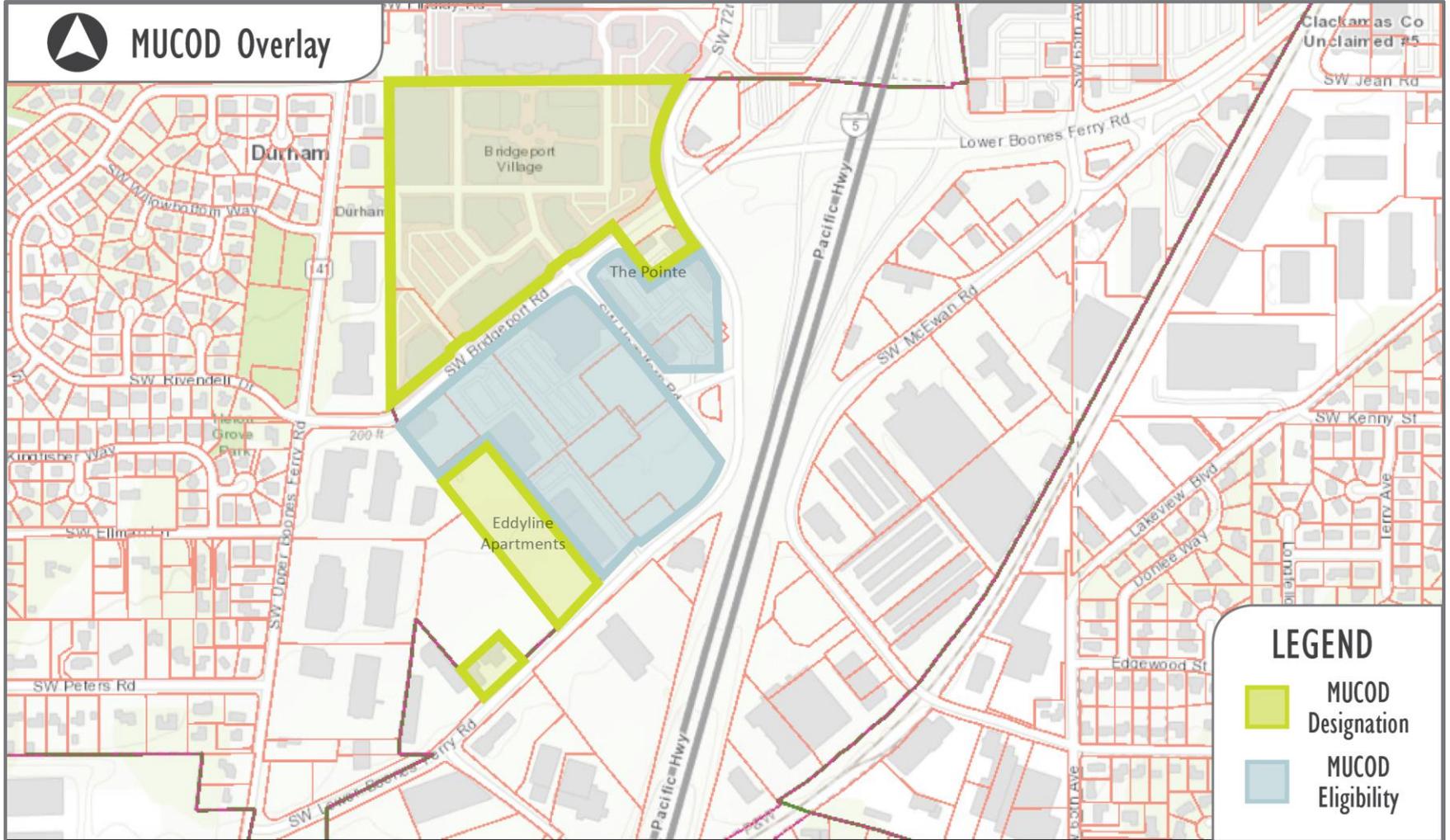


# VICINITY MAP



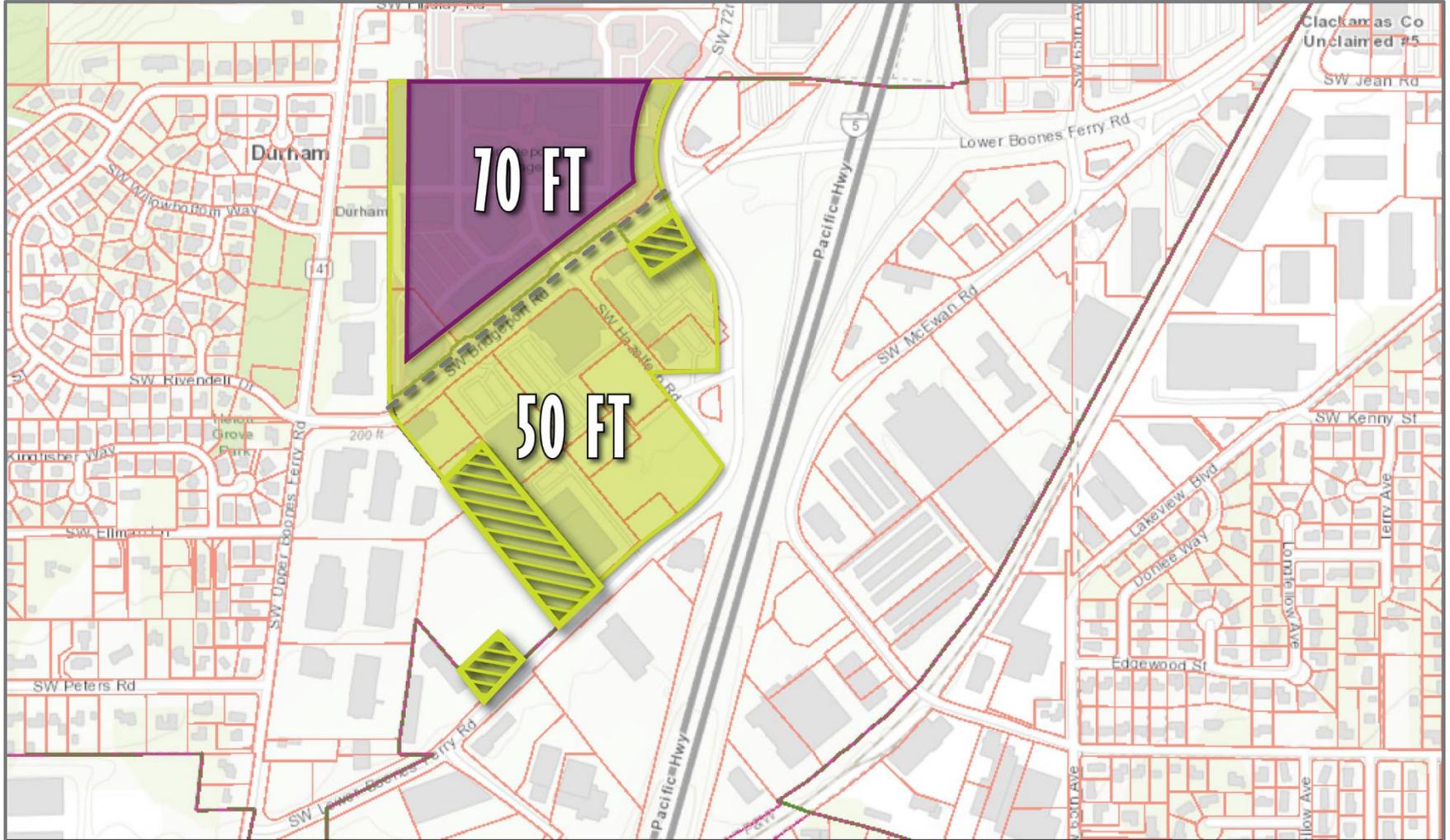


# VICINTY MAP





# CURRENT MAXIMUM HEIGHTS





# COMPARATIVE ANALYSIS

JURISDICTION	WILSONVILLE	BEAVERTON	LAKE OSWEGO	TIGARD	TUALATIN
MAX HEIGHT RANGE	35' to 60'	60' to 120'	45' to 175'	70' to 200'	50' to 70'



# EXISTING CONDITIONS





# EXISTING UNDEVELOPED LOTS





# SUMMARY

- **Potential Development Code Amendment** to increase building height in the Mixed Use Commercial Overlay District (MUCOD)

Staff is seeking Council direction on whether to proceed with a Plan Text Amendment to allow for a greater building height than the 50 to 70 feet presently allowed in the MUCOD



## NEXT STEPS

- Hire consultant to analyze transportation system impact
- Coordination and outreach
- Informational presentation to Planning Commission
- Refine direction at future City Council Work Session
- Public Hearings



# QUESTIONS





# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Tanya Williams, Assistant to the City Manager

**DATE:** 10/08/2018

**SUBJECT:** Update on the City Council's Goal on Diversity and Inclusion

---

### **ISSUE BEFORE THE COUNCIL:**

The Council will hear from staff an update on the progress towards the Council goal of increasing diversity and inclusion throughout the City of Tualatin and our community.

### **EXECUTIVE SUMMARY:**

At the 2017 Council Advance, the Council identified a goal to help create a more diverse and inclusive community where everyone has equal access to opportunities in order to thrive and enjoy a high quality of life.

The City staff have taken several steps in the last year towards implementing this goal, both within the organization as well as with our work in the community and broadening our community engagement efforts. The Council will hear an update on several of these initiatives.

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**Attachments:** [PowerPoint](#)

# Tualatin Diversity Update

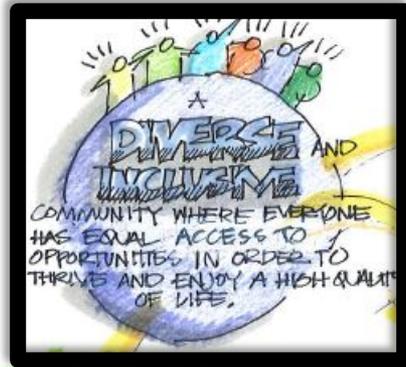
Tualatin City Council

Diversity and Inclusion Goal Update

October 08, 2018



*City of Tualatin*



TUALATIN CITY COUNCIL  
**2030 VISION**  
 WE ENJOY...



# Diversity and Inclusion Goal Update

- Where we started
- Where we are
- Our efforts
- The benefits to DEI
- The road ahead





# Diversity Task Force

# Grupo de Diversidad

- Pilot program to pursue goal of becoming a **diverse and inclusive city** (2016)
- Support from Councilor Davis and Councilor Bubenik in the initial efforts and continuing support
- **Positive** start and **energy** to continue
- The Diversity Task force group: school **teachers, students,** community **leaders,** community **partners,** and **parents**



# Diversity Task Force Open House



City of Tualatin

- Relationship building with the Latino community
- Movimiento Estudiantil Chicano de Aztlan (M.E.Ch.A.) a Chicano Movement
- Community **partners**, **volunteers** and **staff** participation
- Conducted in **Spanish** and **English**



# Multicultural Festival



# Multicultural Festival

- April 28, 2018 city staff supported and collaborated with Tualatin High School and the Latino Parent group in a resource festival at Atfalati Park



# Crawfish Festival



# Crawfish Festival

- Participated, and collaborated with the M.E.Ch.A. group
- Provided space for a photo booth, provided material and guidance
- City of Tualatin booth – shared resources



# National Night Out



# Stoneridge Neighborhood Park

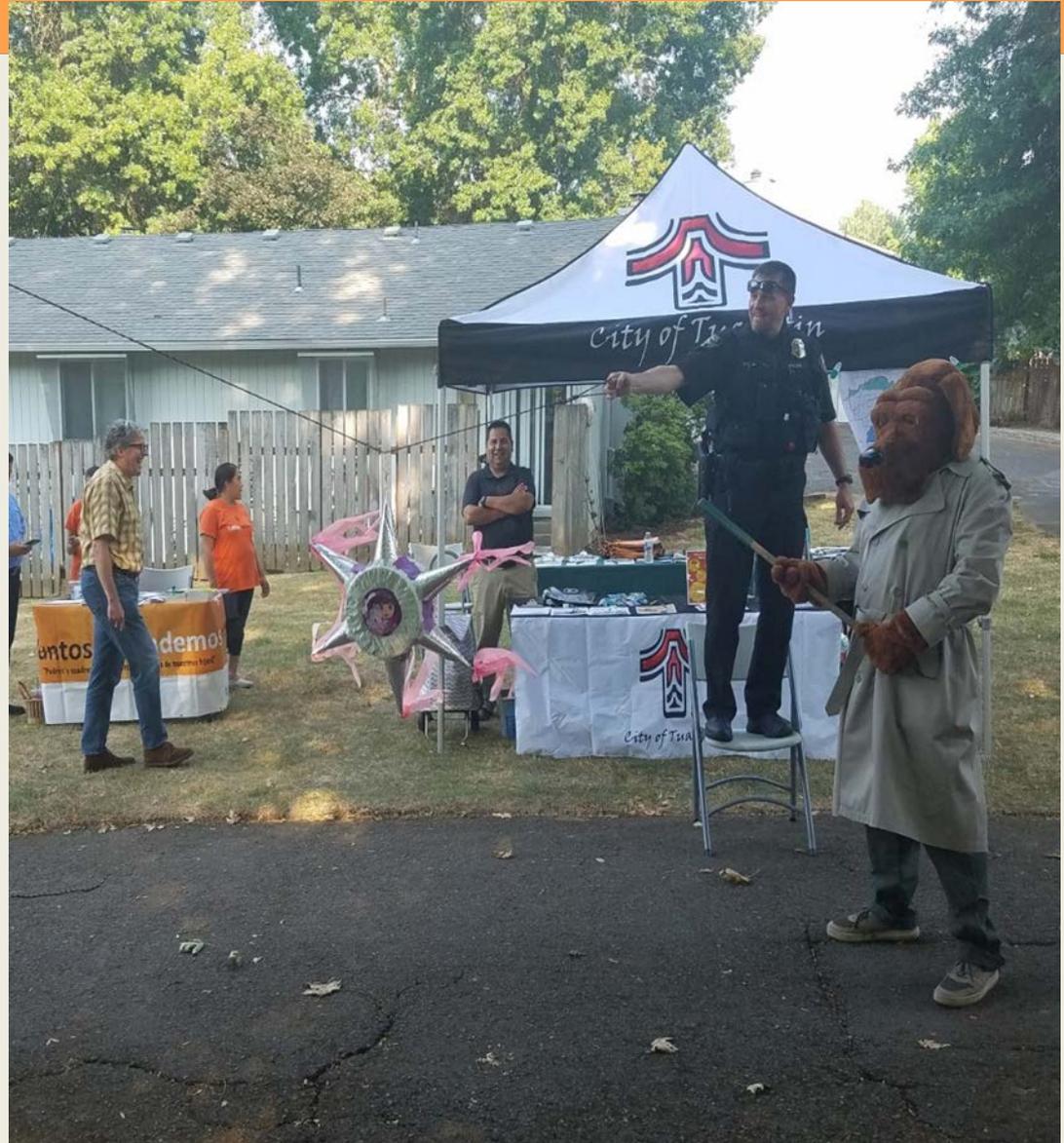
Collaborated with:

- TVF&R
- Tualatin Police Department
- Tualatin Library
- Volunteer Services
- Alta Consulting
- Latino Network



# National Night Out

- Positive change
- Piñata time with McGruff and the Tualatin Police Department



# M.E.Ch.A. Group Collaboration



Nurturing our future:

- Crawfish festival
- Diversity task force open house presentation
- Participated with YAC on Parks & Rec. Master plan
- Registered for the Pumpkin Regatta festival city booth

# Coalition of Communities of Color

- Community narratives with data— Native American, African-American, African, Asian and Asian American, Latino, Middle Eastern and North African, Native Hawaiian and Pacific Islander, Slavic
- Data snapshots of 8 communities (includes Tualatin)
- Calls to Action



**LEADING  
WITH RACE:**

*Research Justice in Washington County*



# Benefits to Diversity Equity and Inclusion



- More informed and **empowered** community
- Community reaction from our underserved communities has been **positive**
- **Increase in participation** from the **Latino community**
- We are hearing from **new and different voices**
- Is leading to **new ideas and perspectives** at the table

# Translation



- Staff assessment on forms and documents needed to be translated into Spanish
- Social media posts in Spanish
- New documents created are translated (Lead in copper notification)
- First Spanish section in Explore Tualatin out Nov 2018
- Calendar on Diversity Task Force meetings online is now bilingual

# Organizational

- Organization has sent **staff to training** for operationalizing equity & inclusion
- Sending 15 staff to the **NW Diversity Conference**
- Creating **internal resource group** for employees
- Harassment & discrimination training
- Bias Awareness Training



# The Road Ahead



City of Tualatin



# Calls to Action

## Acknowledgements

- Are at the beginning phases
- Recognize we have a long road ahead and room for improvement
- Relationship building is key
- Diversity, Equity, and Inclusion is not charity work
- Learning and growing as we go

## Focus on Improvement

- Diversity task force group
- Organizational focus
- Track Questions and feedback
- Continue to self assess as an organization
- Encourage staff to use a diverse and inclusive lens in all community engagement efforts

**Muchas Gracias**



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Richard Mueller, Parks and Recreation Manager  
Ross Hoover, Parks and Recreation Director

**DATE:** 10/08/2018

**SUBJECT:** Parks System Development Charge Update

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### **ISSUE BEFORE THE COUNCIL:**

At the September 10 work session, the City Council requested additional information from staff and project consultants regarding alternate System Development Charge (SDC) Methodology.

### **EXECUTIVE SUMMARY:**

The Parks SDC Update was initiated in July of 2017. The attached PowerPoint presentation and document provides information regarding an alternative SDC Methodology for Council to discuss and provide direction.

For summaries and posted documents, please see the project website at <https://www.tualatinoregon.gov/recreation/webforms/parks-recreation-master-plan-update>.

### **NEXT STEPS:**

The Parks SDC Methodology is scheduled to be considered by Council in late 2018.

---

**Attachments:** PowerPoint Presentation  
Alternative Park system Development Charge Methodology



## SYSTEM DEVELOPMENT CHARGES

### CITY COUNCIL WORK SESSION

Monday, October 8, 2018



# Purpose of Meeting

- Provide more detailed Residential and Nonresidential methodology information as follow up to 9/10 SDC discussion
- Receive policy direction on preferred alternative

# Alternative Methodology

- In response to Council interest, City staff directed Consultant team to prepare an Alternative Draft Methodology
- The Alternative Draft SDC Methodology provides maximum allowable park SDC rates by detailed development type
- It provides the most defensible option for park SDCs by detailed development type

# SDC Timeline/Process

## **SDC Process (two alternatives):**

### **1. Continue public review with original methodology**

- Public review and comments
- 11/13 Council methodology adoption
- Council rate setting

### **2. Restart 60-day public review with alternative methodology**

- Public review and comments
- 12/10 Council methodology adoption
- Council rate setting



**TUALATIN**  
Accessible, Inclusive & Vibrant  
**Parks and Recreation**

**METHODOLOGY ALTERNATIVES**

# Methodology Revisions

## Maximum Allowable Park System Development Charge per Unit of Residential Development (Ex. 1, p. 2)

Type of Development	SDC per Unit of Development
Residential	
Single-Family	\$15,409 dwelling unit
Multi-Family	\$11,486 dwelling unit

Note: In the Methodology released for public review after the 9/10 meeting, the maximum allowable charge for all types of residential development was \$13,888 per dwelling unit

# Methodology Revisions

## Maximum Allowable Park System Development Charge per Unit of Nonresidential Development (Ex. 1, p. 2)

Type of Development	SDC per Unit of Development
Nonresidential	
Industrial/Manufacturing	\$3.88 square foot
Warehousing	\$0.98 square foot
Retail/Restaurant/Hospitality	\$3.79 square foot
Office*	\$3.13 square foot

Note: In the Methodology released for public review after then 9/10 meeting, the maximum allowable charge for all types of nonresidential development was \$2.67 per square foot.

# Policy Direction Needed

## **Continue with the ongoing Public Review**

- Provides a defensible maximum allowable rate for both residential and non-residential development
- Creates a less defensible approach for setting separate rates by detailed development types
- Allows mid-November public hearing

**OR**

## **Move forward with Alternative Methodology**

- Provides a defensible methodology with maximum allowable rates by detailed development type
- Requires restarting the 60-day public review period
- Allows mid-December public hearing



**TUALATIN**  
Accessible, Inclusive & Vibrant  
**Parks and Recreation**

**DISCUSSION & DIRECTION**

# Alternative Park System Development Charge Methodology

*Detailed Residential and Nonresidential Maximum Rates*

City of Tualatin

DISCUSSION DRAFT

September 28, 2018

Prepared by:



Prepared for:



*City of Tualatin*



*Community Attributes Inc. tells data-rich stories about communities  
that are important to decision makers.*

**President & CEO**  
Chris Mefford

**Analysts**  
Michaela Jellicoe, Project Manager  
Kristina Gallant  
Mark Goodman

Community Attributes Inc.  
500 Union Street, Suite 200  
Seattle, Washington 98101

[www.communityattributes.com](http://www.communityattributes.com)



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level of service or acres per equivalent person in order to maintain the same ratio as existed before the new development, and the total of those acres per person are the requirements to serve growth. By definition, the existing ratio is “used up” by the current population, so there is no unused reserve capacity that can be used to serve future population growth through reimbursement SDCs. Additionally, the City of Tualatin has determined that there is no excess capacity within the existing parks system. Therefore, the City of Tualatin has elected to only charge improvement fees, and thus this methodology will only address improvement fees.

### **Improvement Fee Methodology Requirements**

The fees calculated with this methodology consider both the projected cost of planned capital improvements and the need for increased capacity to serve future users. To address future users, a calculation was made to determine the facilities required per new residential unit and per new nonresidential square foot to maintain the current level of service. The City of Tualatin will pass an ordinance or resolution to adopt this parks improvement fee methodology.

### *Prohibited Methodologies*

SDC charges cannot be based on the number of employees without regard to new development. The City of Tualatin’s nonresidential SDC calculation is based on new nonresidential square footage rather than number of employees.

### *Authorized Expenditures*

SDC revenue can only be used for the capital cost of public facilities. SDCs cannot be used for operation or routine maintenance expenses. Improvement SDCs may only be used for capacity increasing capital improvements. They may not be used to build administrative facilities that are more than “an incidental part” of allowed capital improvements and they may not be used for any operations or maintenance costs. *ORS 223.307 (1), (2), (3) and (5)*

This methodology is based upon projects identified in the Capital Improvements Plan that increase capacity of the parks system, as identified in the fourth chapter of this methodology. The methodology does not include any administrative facilities or operations or maintenance costs.

### *Benefit to Development*

The share of capital improvements funded by improvement fees must be related to the need for increased capacity to serve future users. *ORS 223.307 (2)*. Improvement fees must be based on the need for increased capacity to serve growth and must be calculated to collect the cost of capital improvements needed to serve growth. *ORS 223.304 (2)*



### 3. GROWTH ESTIMATES

System Development Charges are meant to have “growth pay for growth,” the first step in developing an SDC is to quantify future growth in the City of Tualatin. Growth estimates for the City of Tualatin’s population and employment for the planning period of 2016 to 2035 have been developed.

Exhibit 2 lists Tualatin’s residential population and growth rates from 2000 to 2016 and projections to the year 2035.

**Exhibit 2. Population**

<b>Year</b>	<b>Population</b>	<b>CAGR (1)</b>	<b>CAGR Years</b>
2000	22,791		
2010	26,054	1.3%	2000-2010
2016	26,840	0.5%	2010-2016
2035	29,950	0.6%	2016-2035

(1) *CAGR: Compound Annual Growth Rate*

(2) *Population Sources:*

- *2000 - 2016: City of Tualatin from Portland State University College of Urban and Public Affairs, Population Research Center, 2016.*
- *2035: 2035 Forecast of Population by City and County provided by the City of Tualatin. Population forecasts include population for the Basalt Creek and Southwest Tualatin Plan Areas provided by the City of Tualatin.*

In addition to residential population growth, Tualatin expects businesses to grow. Business development is included in this methodology because Tualatin’s parks and recreation system serves both its residential population and employees. City parks provide places for employees to take breaks from work, including restful breaks and/or active exercise to promote healthy living.

Exhibit 3 shows employment in Tualatin for 2010 and 2016, and projected growth for the year 2035.

**Exhibit 3. Employment**

<b>Year</b>	<b>Employment</b>
2010	22,972
2016	29,506
2035	40,668

(1) *Employment Sources:*

- *2010 and 2035 Employment data provided by City of Tualatin, 2035 TAZ Forecast Distribution by Jurisdiction MetroScope "Gamma" Employment Forecast.*
- *2016 Employment data provided by City of Tualatin staff from the State of Oregon Employment Department.*
- *2035 Employment data provided by City of Tualatin staff. Estimates include employment for the Basalt Creek and Southwest Tualatin Plan Areas.*









$$(4) \frac{\text{Park Cost per Acre}}{\text{Service Ratio}} \times \text{Current Level of} = \frac{\text{Park Cost per}}{\text{Person}}$$

There are no new variables in Formula 4.

Exhibit 8 shows the calculation of the park cost per person. The park cost per acre (from Exhibit 7) is multiplied by the current level of service ratio (from Exhibit 5). The result is the cost per 1,000 population, which is divided by 1,000 to establish the cost per person. With growth maintaining the current level of service ratio of 8.55 acres per 1,000 equivalent population, multiplied by the SDC eligible cost per acre of \$649,003, the cost basis for the park SDC is \$5,550 per equivalent person.

**Exhibit 8. Park Cost per Equivalent Person**

Cost per Acre	Level of Service	Cost per 1,000 Population	Cost per Equivalent Population
\$649,003	x 8.55	= \$5,549,855	\$5,550

**Formula 5: Adjustment per Person**

The adjustment per person is needed to calculate the net cost per person in Formula 6, and is required to account for compliance costs, the current SDC fund balance and other sources of funding. The adjustment per equivalent population is calculated by adding the compliance costs, fund balance and adjustment for other revenue together to arrive at a total adjustment divided by equivalent population growth.

$$(5) \left( \frac{\text{Compliance Costs} + \text{Fund Balance} + \text{Other Revenue}}{\text{Equivalent Population Growth}} \right) = \frac{\text{Adjustment per Person}}$$

There are three new variables in Formula 5 that require explanation: (D) Compliance Cost, (E) Fund Balance, (F) Other Revenue.

*Variable D: Compliance Cost*

The City of Tualatin is authorized under ORS 223.307 (5) to recoup a portion of the costs incurred for the development and administration of the SDCs. The SDC methodology developed by the City of Tualatin in 1991 estimated compliance costs at 1.2% of total SDC eligible costs. Using this same 1.2% for compliance costs, compliance costs for the 2035 time horizon are estimated at \$462,322. Compliance costs are estimated by multiplying the cost per person from Exhibit 8 by the equivalent population growth from Exhibit 4 and by the 1.2% estimated for compliance costs.



**Exhibit 10. Net Cost per Equivalent Person**

	<b>Cost per Equivalent Population</b>
Total Cost per Person	\$5,550
Total Adjustment	\$28
<b>Net Cost per Person</b>	<b>\$5,578</b>

**Formula 7: Maximum Allowable System Development Charge per Unit of Development**

The amount to be paid by each new development unit depends on the equivalent population per unit of development. The park system development charge per unit of development is calculated by multiplying the net park cost per person by the equivalent population per unit for each type of development.

$$(7) \frac{\text{Net Park Cost per Person}}{\text{per Person}} \times \frac{\text{Equivalent Population per Unit}}{\text{per Unit}} = \frac{\text{SDC per Unit}}{\text{of Development}}$$

There is one new variable that requires explanation: (G) Equivalent Population per Unit.

*Variable G: Equivalent Population per Unit*

The equivalent population per unit is calculated by multiplying the equivalent population coefficient by the number of persons per unit of development, as shown in Appendix A. For residential development this is the number of persons per dwelling unit estimated from the U.S. Census American Community Survey 5-Year Estimates for the City of Tualatin. For nonresidential development, a weighted average number of employees per square foot for each type of development was calculated from the Observed Building Densities from Table 4 in the Metro 1999 Employment Density Study, as shown in Appendix D.

Exhibit 11 shows the calculation of the maximum allowable parks SDC per unit of development. The net cost per equivalent person of \$5,578 from Exhibit 10 is multiplied by the equivalent population per unit (from Exhibit A6) to calculate the SDC per unit of development for parks.







**Exhibit A2. Weighted Hours per Day of Park Availability by Population Segment**

	<b>All others</b>	<b>Live and Work in Tualatin (home hrs)</b>	<b>Live and Work in Tualatin (work hrs)</b>	<b>Live in Tualatin Work Elsewhere</b>	<b>Live Elsewhere Work in Tualatin</b>
Summer (June-Sept)					
Weekday	10.55	2.00	4.00	2.00	4.00
Weekend	10.55	12.00	0.00	12.00	0.00
Hours per Day	10.55	4.86	2.86	4.86	2.86
Spring/Fall (April-May, Oct-Nov)					
Weekday	6.24	2.00	2.50	2.00	2.50
Weekend	8.79	10.00	0.00	10.00	0.00
Hours per Day	6.97	4.29	1.79	4.29	1.79
Winter (Dec-March)					
Weekday	4.48	1.00	2.00	1.00	2.00
Weekend	7.03	8.00	0.00	8.00	0.00
Hours per Day	5.21	3.00	1.43	3.00	1.43
Wtd Avg. Hours per Day	<b>7.42</b>	<b>4.11</b>	<b>1.96</b>	<b>4.11</b>	<b>1.96</b>

(1) Average daily hours sourced from prior park system development charge methodologies by Don Ganer & Associates for Oregon cities.

Annual weighted hours per day by segment from Exhibit A2 were multiplied by seven days per week to arrive at the hours of park availability per week by population and employment segment, as outlined in Exhibit A3. For example, individuals that live in Tualatin and work in Tualatin have 28.75 average hours of park availability during the time where they are occupying residential development and 13.75 average hours of park availability while they are occupying nonresidential development. Individuals that work in Tualatin but live elsewhere only have 13.75 hours of park availability while they are occupying nonresidential development in the City of Tualatin and residents that are not employed (all others) have 51.96 average hours of park availability per week while they are occupying residential development.

**Exhibit A3. Park Availability in Hours per Week by Place of Residence and Place of Work**

	Residential Hours		Work Hours	
	Live in	Live	Live in	Live
	Tualatin	Elsewhere	Tualatin	Elsewhere
Work in Tualatin	28.75	0.00	13.75	13.75
Work Elsewhere	28.75		0.00	
All Others	51.96		0.00	

The annual weighted hours of park availability per week are applied to current population and employment by segment to determine the total

annual weighted average hours per week of park availability for each category. In total there are nearly 1.5 million hours of park availability per week for the City of Tualatin.

**Exhibit A4. Total Hours per Week of Park Demand**

	<b>Resident Hours (1)</b>	<b>Employee Hours (2)</b>	<b>Total</b>
Work in Tualatin	56,714	405,708	462,421
Work Elsewhere	339,131		339,131
All Others	679,147		679,147
<b>Total</b>	<b>1,074,992</b>	<b>405,708</b>	<b>1,480,700</b>

- (1) Resident hours are equal to the population living in Tualatin by place of work from Exhibit A1 multiplied by hours per week of park availability by place of residence and location of work.
- (2) Employee hours are equal to the employee population in Tualatin by place of work from Exhibit A1 multiplied by hours per week of park availability by place of residence and location of work.

Exhibit A5 calculates the average hours per resident by dividing total resident hours from Exhibit A4 by total residential population of 26,840 from Exhibit A1. Hours per employee are calculated by dividing total employee hours from Exhibit A4 by the total number of employees in Tualatin from Exhibit A1. The residential equivalent is calculated by dividing hours per employee by hours per resident. The result of the calculation in Exhibit A5 is that one employee is equal to 0.34 residents. The resulting coefficient for residential development is 1.0.

**Exhibit A5. Residential Equivalent Coefficient**

	<b>Hours</b>
Hours per Resident	40.05
Hours per Employee	13.75
<b>Residential Equivalent</b>	<b>0.34</b>

**Calculation of Equivalent Population per Unit**

In order to convert the net cost per equivalent person to the maximum allowable SDC rate per unit of development, it is necessary to calculate a measure of equivalent population per unit of development. Exhibit A6 shows the calculation of the equivalent population per unit. The equivalent population coefficient from Exhibit A5 is multiplied by a measure of population per unit. The measure of population per unit is the number of persons per dwelling unit for residential development, calculated for single-family and multi-family dwelling units using the number of occupied dwelling units by unit type and estimated population by unit type from the 2012-2016 American Community Survey 5-Year Estimates for Tualatin, Oregon. Tables from the American Community Survey used in the analysis

include Selected Housing Characteristics and Tenure by Household Size by Units in Structure. The measure of population per unit for nonresidential development is the weighted average square feet per employee for each type of development based on the Observed Building Density table from Metro’s 1999 Employment Density Study, in Appendix D, weighted by current employment by industry provided by the City of Tualatin.

**Exhibit A6. Equivalent Population per Unit**

<b>Type of Development</b>	<b>Equivalent Population Coefficient</b>	<b>Population per Unit</b>	<b>Unit</b>	<b>Equivalent Population per Unit</b>
Residential				
Single-Family	1.00	2.76	dwelling unit	2.76
Multi-Family	1.00	2.06	dwelling unit	2.06
Nonresidential				
Industrial/Manufacturing	0.34	0.0020	square foot	0.0007
Warehousing	0.34	0.0005	square foot	0.0002
Retail/Restaurant/Hospitality	0.34	0.0020	square foot	0.0007
Office*	0.34	0.0016	square foot	0.0006

*\*Office includes healthcare, education, finance and professional services development.*

As noted previously, the equivalent population coefficient is multiplied by the number of employees in Tualatin and the residential population to calculate the total equivalent population in Tualatin. The equivalent population per unit is multiplied by the net park cost per equivalent population to calculate the SDC rate for residential and nonresidential development.





## APPENDIX C. CAPITAL IMPROVEMENTS PLAN AND PROJECTS THAT ADD CAPACITY, 2018-2035

The Capital Improvements Plan (CIP) for 2018-2035 contains 53 projects, among these 21 are prioritized SDC eligible projects included in the SDC methodology, which include improvements to existing parks as well as acquisition and development of new parks. Project numbers and names are listed in column one of Exhibit C1. The total capital cost of each project is listed in column two, totaling \$215.9 million. The third column lists the total acres by project, totaling 409.6 acres. The fourth column lists the SDC eligible acres to be acquired totaling 64.73 acres. The fifth column lists the percentage of acres to be improved for each CIP project. The sixth column calculates the SDC eligible acres to be improved, equal to acres multiplied by the percent to be improved, totaling 144.5 acres to be improved. The seventh column lists the cost of SDC eligible park land acquisition, totaling \$16 million. The eighth column lists the total cost of improvements, equal to \$178.4 million. The ninth column lists the percentage of improvements that are SDC eligible for each project. The tenth column lists eligible improvement costs, totaling \$58 million. The final column lists the total SDC eligible project costs, equal to \$74 million.

City of Tualatin staff have identified no secured funding for the park projects listed in the 2018-2035 Capital Improvements Plan. Specific totals derived from the analysis of CIP projects are used in Formulas 2 and 5 in the Park System Development Charge chapter of this methodology. Projects highlighted grey in Exhibit C1 are those projects that are not priority SDC projects and are not included in the SDC methodology.

City of Tualatin staff and the 2018 Tualatin Parks and Recreation Master Plan have identified aspirational projects included in the CIP that are SDC eligible, but at this time are not considered likely to be developed within the time horizon of this methodology and so are excluded from the analysis.

- CIP # E28: Shaniko Greenway

**Exhibit C1. Capital Improvements Plan for Parks, 2018 – 2035**

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
<b>Parks (Existing)</b>											
E1	Affalati Park	\$6,181,432	13.27	0.00	25%	3.32	\$0	\$6,181,432	25%	\$1,545,358	\$1,545,358
E2	Ibach Park	\$9,041,788	20.08	0.00	25%	5.02	\$0	\$9,041,788	25%	\$2,260,447	\$2,260,447
E3	Jurgens Park	\$7,328,675	15.59	0.00	40%	6.24	\$0	\$7,328,675	40%	\$2,931,470	\$2,931,470
E4	Lafky Park	\$277,818	2.00	0.00	0%	0.00	\$0	\$277,818	0%	\$0	\$0
E5	Stoneridge Park	\$113,870	0.23	0.00	0%	0.00	\$0	\$113,870	0%	\$0	\$0
E6	Tualatin Commons	\$1,088,198	4.83	0.00	0%	0.00	\$0	\$1,088,198	0%	\$0	\$0
E7	Tualatin Commons Park	\$61,187	0.64	0.00	0%	0.00	\$0	\$61,187	0%	\$0	\$0
E8	Tualatin Community Park	\$19,529,596	27.11	0.00	0%	0.00	\$0	\$19,529,596	0%	\$0	\$0
E9	Tualatin Library	\$6,107,222	0.00	0.00	0%	0.00	\$0	\$6,107,222	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$49,729,787</i>	<i>83.75</i>	<i>0.00</i>	<i>17%</i>	<i>14.57</i>	<i>\$0</i>	<i>\$49,729,787</i>	<i>14%</i>	<i>\$6,737,275</i>	<i>\$6,737,275</i>
<b>Natural Parks &amp; Areas (Existing)</b>											
E10	Brown's Ferry Park	\$28,539,479	43.21	0.00	25%	10.80	\$0	\$13,539,479	25%	\$3,384,870	\$3,384,870
E11	Hedges Creek Wetlands Protection District	\$1,213,220	29.06	0.00	0%	0.00	\$0	\$1,213,220	0%	\$0	\$0
E12	Hervin Grove Natural Area	\$20,000	0.29	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E13	Johnnie and William Koller Wetland Park	\$2,506,200	15.32	0.00	40%	6.13	\$0	\$2,506,200	50%	\$1,253,100	\$1,253,100
E14	Little Woodrose Nature Park	\$1,375,619	6.55	0.00	0%	0.00	\$0	\$1,375,619	0%	\$0	\$0
E15	Saarinen Wayside Park	\$20,000	0.06	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E16	Sequoia Ridge Natural Area	\$46,000	0.65	0.00	0%	0.00	\$0	\$46,000	0%	\$0	\$0
E17	Sweek Ponds Natural Area	\$1,261,784	4.68	0.00	0%	0.00	\$0	\$1,261,784	0%	\$0	\$0
E18	Sweek Woods Natural Area	\$20,000	5.03	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E19	Victoria Woods Natural Area	\$228,550	2.22	0.00	0%	0.00	\$0	\$228,550	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$35,230,852</i>	<i>107.07</i>	<i>0.00</i>	<i>16%</i>	<i>16.93</i>	<i>\$0</i>	<i>\$20,230,852</i>	<i>23%</i>	<i>\$4,637,970</i>	<i>\$4,637,970</i>

**Exhibit C1 cont. Capital Improvements Plan for Parks, 2018 – 2035**

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
<b>Greenways (Existing)</b>											
E20	Chieftain/Dakota Greenway	\$1,520,978	6.14	0.00	50%	3.07	\$0	\$1,520,978	50%	\$760,489	\$760,489
E21	Hedges Creek Greenway	\$1,798,218	11.66	0.00	50%	5.83	\$0	\$1,798,218	75%	\$1,348,664	\$1,348,664
E22	Helenius Greenway	\$149,000	0.43	0.00	100%	0.43	\$0	\$149,000	100%	\$149,000	\$149,000
E23	Hi-West Estates Greenway	\$190,338	1.59	0.00	0%	0.00	\$0	\$190,338	0%	\$0	\$0
E24	Indian Meadows Greenway	\$545,049	3.82	0.00	10%	0.38	\$0	\$545,049	10%	\$54,505	\$54,505
E25	Nyberg Creek Greenway	\$1,381,656	5.78	0.00	75%	4.34	\$0	\$1,381,656	75%	\$1,036,242	\$1,036,242
E26	Nyberg Creek (South) Greenway	\$710,000	2.30	0.00	100%	2.30	\$0	\$710,000	100%	\$710,000	\$710,000
E27	Saum Creek Greenway	\$4,376,436	54.22	0.00	25%	13.56	\$0	\$4,376,436	50%	\$2,188,218	\$2,188,218
E28	Shaniko Greenway	\$48,732	3.30	0.00	0%	0.00	\$0	\$48,732	0%	\$0	\$0
E29	Tualatin River Greenway	\$5,483,771	30.39	0.00	50%	15.20	\$0	\$5,483,771	50%	\$2,741,885	\$2,741,885
	<i>Subtotal</i>	<i>\$16,204,180</i>	<i>119.63</i>	<i>0.00</i>	<i>38%</i>	<i>45.10</i>	<i>\$0</i>	<i>\$16,204,180</i>	<i>55%</i>	<i>\$8,989,004</i>	<i>\$8,989,004</i>
<b>School Joint-Use Facilities (Existing)</b>											
E30	TuHS Leonard Pohl Field 2	\$563,024	0.00	0.00	0%	0.00	\$0	\$563,024	0%	\$0	\$0
E31	TuHS-Byrom Elementary Cross Country Running Trail	\$42,865	0.00	0.00	0%	0.00	\$0	\$42,865	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$605,889</i>	<i>0.00</i>	<i>0.00</i>	<i>0%</i>	<i>0.00</i>	<i>\$0</i>	<i>\$605,889</i>	<i>0%</i>	<i>\$0</i>	<i>\$0</i>
<b>Shared Use Paths (Existing)</b>											
E32	65th Avenue Shared Use Path	\$0	0.47	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E33	Boones Ferry Road Shared Use Path (Byrom Elementary Shared Use)	\$0	0.41	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E34	Path (Martinazzi Ave. to Boones Ferry Rd.)	\$0	0.80	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E35	Cherokee Street Shared Use Path (108th Ave to Rail Road ROW)	\$0	0.09	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E36	I-5 Shared Use Path (Warm Springs St. to Sagert St.)	\$462,000	1.54	0.00	100%	1.54	\$0	\$462,000	100%	\$462,000	\$462,000
E37	Ice Age Tonquin Trail	\$723,500	3.06	0.68	75%	2.30	\$0	\$723,500	100%	\$723,500	\$723,500
	<i>Subtotal</i>	<i>\$1,185,500</i>	<i>6.37</i>	<i>0.68</i>	<i>60%</i>	<i>3.84</i>	<i>\$0</i>	<i>\$1,185,500</i>	<i>100%</i>	<i>\$1,185,500</i>	<i>\$1,185,500</i>

**Exhibit C1 cont. Capital Improvements Plan for Parks, 2018 – 2035**

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
<b>Parks (Proposed)</b>											
P1	Jurgens Park addition	\$3,947,500	5.15	5.15	100%	5.15	\$1,287,500	\$2,660,000	100%	\$2,660,000	\$3,947,500
P2	Tualatin Community Park addition	\$2,335,000	3.00	3.00	100%	3.00	\$750,000	\$1,585,000	100%	\$1,585,000	\$2,335,000
P3	Basalt Creek park	\$17,110,000	20.00	20.00	100%	20.00	\$5,000,000	\$12,110,000	100%	\$12,110,000	\$17,110,000
P4	East Tualatin / Bridgeport Elementary partnership	\$200,000	0.00	0.00	0%	0.00	\$0	\$200,000	0%	\$0	\$0
P5	Pony Ridge/ Heritage Pines partnership	\$210,000	0.00	0.00	0%	0.00	\$0	\$210,000	0%	\$0	\$0
P6	Central Tualatin sports park	\$6,835,000	9.00	9.00	100%	9.00	\$2,250,000	\$4,585,000	100%	\$4,585,000	\$6,835,000
P7	Community recreation center	\$33,835,000	5.00	0.00	0%	0.00	\$0	\$32,585,000	0%	\$0	\$0
P8	Additional park opportunities	\$8,925,000	11.80	11.80	100%	11.80	\$2,950,000	\$5,975,000	100%	\$5,975,000	\$8,925,000
P9	Tournament sports complex	\$12,585,000	10.00	0.00	0%	0.00	\$0	\$10,085,000	0%	\$0	\$0
	<i>Subtotal</i>	<b>\$85,982,500</b>	<b>63.95</b>	<b>48.95</b>	<b>77%</b>	<b>48.95</b>	<b>\$12,237,500</b>	<b>\$69,995,000</b>	<b>38%</b>	<b>\$26,915,000</b>	<b>\$39,152,500</b>
<b>Natural Parks &amp; Areas (Proposed)</b>											
P10	New natural park and areas	\$7,655,000	12.70	0.00	0%	0.00	\$0	\$5,115,000	0%	\$0	\$0
	<i>Subtotal</i>	<b>\$7,655,000</b>	<b>12.70</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>\$0</b>	<b>\$5,115,000</b>	<b>0%</b>	<b>\$0</b>	<b>\$0</b>
<b>Greenways &amp; Shared Use Paths (Proposed)</b>											
P11	New greenways and shared use paths	\$13,340,000	15.10	15.10	100%	15.10	\$3,775,000	\$9,565,000	100%	\$9,565,000	\$13,340,000
P12	Westside Trail bridge	\$5,575,000	1.00	0.00	0%	0.00	\$0	\$5,325,000	0%	\$0	\$0
	<i>Subtotal</i>	<b>\$18,915,000</b>	<b>16.10</b>	<b>15.10</b>	<b>94%</b>	<b>15.10</b>	<b>\$3,775,000</b>	<b>\$14,890,000</b>	<b>64%</b>	<b>\$9,565,000</b>	<b>\$13,340,000</b>
<b>Additionally Planning (Proposed)</b>											
P13	Community (Urban) Forestry Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P14	Comprehensive Fee Analysis and Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P15	Resource Management Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P16	Marketing and Outreach Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
	<i>Subtotal</i>	<b>\$400,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>\$0</b>	<b>\$400,000</b>	<b>0%</b>	<b>\$0</b>	<b>\$0</b>
<b>Total</b>		<b>\$215,908,708</b>	<b>409.57</b>	<b>64.73</b>	<b>35%</b>	<b>144.49</b>	<b>\$16,012,500</b>	<b>\$178,356,208</b>	<b>33%</b>	<b>\$58,029,748</b>	<b>\$74,042,248</b>

## APPENDIX D. OBSERVED BUILDING DENSITIES

ORS 223.301 prohibits local governments from determining the SDC for a specific development based on the number of employees hired, and fee amounts cannot be determined based on the number of employees without regard to new construction or new development. In order to ensure that the park SDCs are not charged based on the number of employees it is necessary to develop a ratio between the number of employees and the square feet of new development required to accommodate employees. Metro's 1999 Employment Density Study has a detailed list of square feet per employee by industry, which was used to calculate a weighted average number of square feet per employee by type of development.

**Exhibit D1. Observed Building Densities**

<b>Industry Grouping (SIC)</b>	<b>Description</b>	<b>Weighted Square Feet per Employee</b>
1-19	Ag., Fish & Forest Services; Constr; Mining	590
20	Food & Kindred Products	630
21	Tobacco (industry does not exist in Oregon)	0
22, 23	Textile & Apparel	930
24	Lumber & Wood	640
25, 32, 39	Furniture; Clay, Stone & Glass; Misc.	760
26	Paper & Allied	1,600
27	Printing, Publishing & Allied	450
28-31	Chemicals, Petroleum, Rubber, Leather	720
33, 34	Primary & Fabricated Metals	420
35	Machinery Equipment	300
36, 38	Electrical Machinery, Equipment	400
37	Transportation Equipment	700
40-42, 44, 45, 47	TCPU - Transportation and Warehousing	3,290
43, 46, 48, 49	TCPU - Communications and Public Utilities	460
50, 51	Wholesale Trade	1,390
52-59	Retail Trade	470
60-68	Finance, Insurance & Real Estate	370
70-79	Non-Health Services	770
80	Health Services	350
81-89	Educational, Social, Membership Services	740
90-99	Government	530