



City of Tualatin

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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF November 21, 2013

TPC MEMBERS PRESENT:

Mike Riley
Alan Aplin
Bill Beers
Nic Herriges
Jeff DeHaan
Cameron Grile
Steve Klingerman

STAFF PRESENT:

Aquilla Hurd-Ravich
Kaaren Hofmann
Cindy Hahn
Lynette Sanford

GUESTS: Matt Hastie; Scott Miller

1. CALL TO ORDER AND ROLL CALL:

Mr. Riley, Chairman, called the meeting to order at 6:28 pm. and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Riley asked for review and approval of the October 17, 2013 TPC minutes. Hearing no objections, the minutes were approved.

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

None

4. COMMUNICATION FROM CITY STAFF:

A. Capital Improvement Plan Discussion

Kaaren Hofmann, Engineering Manager, presented the City of Tualatin 2015-2019 Capital Improvement Plan. The CIP is a five year plan that establishes, prioritizes, and ensures funding for projects to improve existing and develop new infrastructure and facilities. The use of a CIP promotes better use of the City's limited financial resources, reduces costs and assists in the coordination of public and private development. All the departments work to prioritize the projects, based on need and available funding.

Ms. Hofmann stated that we are currently in the third year of the document. The document has been presented to all the Advisory Board members and Citizen Involvement Organization officers. The plan is also listed on our web site, was included

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in outgoing utility bills, and was in the Tualatin Times. There are currently more projects than funding available, with the list of unfunded projects totaling almost a billion dollars. The projects currently listed in the plan total around 20 million, and the CIP document will change as additional projects become a priority.

Ms. Hoffman explained that the details of the projects are listed on pages 7-9 of the document and page 10 lists the funding source. Mr. Klingerman asked if the City solicits bids for the projects. Ms. Hoffman said we do solicit bids. After the advertisement goes out, the project cost determines how many bids we accept. Mr. Klingerman asked if we encourage local businesses to bid. Ms. Hofmann answered affirmatively. Mr. DeHaan questioned the cost for the fire sprinklers for the Juanita Pohl Center. Ms. Hofmann responded that the project is required and a code issue, but a grant will be paying for the majority of it. Mr. Beers pointed out a duplicate item regarding Tualatin Rd/Teton in the funded and unfunded items list, which Ms. Hofmann said she would correct. Mr. Riley stated that in the unfunded transportation projects list, two projects are related to 124th Street expansion. Ms. Hofmann responded that that these projects are in our plan, but are normally built by developers.

Ms. Hofmann stated that she will take their comments to the Council and if they have additional edits or comments, to contact her. On December 9th, this will go to a work session.

B. Preliminary Review of Draft Amendments to the Industrial Business Park Overlay (TDC Chapter 69) to Implement the Linking Tualatin Final Plan.

Cindy Hahn, Associate Planner, presented the preliminary review of the draft amendments to the Industrial Business Park Overlay (TDC Chapter 69) to implement the Linking Tualatin Final Plan, which included a PowerPoint presentation. Ms. Hahn stated that the purpose of tonight's presentation is to review the possible code amendments, but is not looking for a recommendation to City Council at this time. The code amendments will be brought to the City Council work session on December 9th, and will be back to the Planning Commission in January with the Plan Text Amendment.

Ms. Hahn stated that the Linking Tualatin plan was approved by City Council in June. The implementation actions included: submitting accepted final plan to Metro, preparing code changes to allow greater flexibility and to support transit use, recommend local street connections, review paths and trails, and provide continued input to Southwest Corridor Plan and TriMet Southwest Service Enhancement Study. The easiest way to accomplish this is to make changes to the Industrial Business Park overlay.

The purpose of the Industrial Business Park Overlay (IBPO) is to recognize and accommodate the changing Industrial Commercial marketplace by allowing small-scale, mixed uses within the manufacturing districts approved through Architectural Review. The proposed changes would expand the permitted uses to include convenience stores, deli's, mobile food and flower vendors, and dry cleaning. Other changes include removing the minimum site size threshold, simplify mixed use percentages, and would

limit 80-foot setback to retail and service uses to SW Tualatin-Sherwood Road and from residential districts. There would be no change to prohibited uses, timing of uses, lot size, structure height, and access requirements. Mr. Klingerman asked if this will include businesses that rent their space. Ms. Hahn answered affirmatively. Mr. Klingerman asked what exceptions would not be allowed. Ms. Hahn responded that attached to the staff report is a copy of TDC Chapter 69. Page two details what is currently permitted, the underlined items include the proposed additions.

Ms. Hahn acknowledged that they wanted to simplify the language of mixed use percentages. The changes include the gross floor area of office uses in the IBPO shall not exceed 25% of the total gross floor area of buildings on the development site. Individual retail or service uses shall not be greater than 5,000 square feet. Combined retail and service shall be limited to 20,000 square feet. Stand alone buildings will also be allowed for retail and office uses. Discussion followed regarding parking and restroom requirements.

Mr. Klingerman asked if most of the industrial area is undeveloped. Ms. Hurd-Ravich responded that approximately 50 percent of the industrial land is undeveloped. Matt Hastie, a consultant for Angelo Planning Group, said it's essentially creating an opportunity for people to set up a café, coffee shop, or other small scale uses. Mr. DeHaan asked if it would allow food and coffee carts. Ms. Hahn responded affirmatively. Ms. Hurd-Ravich added that it's a good way for businesses to test the market on whatever product they're selling since food carts require less capital up front and are less expensive to run. Mr. DeHaan added that he thought it was a great idea and should be allowed. He asked if a business owner could potentially open ten food carts. Ms. Hurd-Ravich responded that it would be allowed as long as the square footage and mixed use percentages are met.

Ms. Hahn concluded the presentation with the next steps in the process. On December 9, the draft amendments will go to City Council. On January 16, they will return to the Planning Commission for recommendation to City Council on the Plan Text Amendment. On February 10, they will present the Planning Commission's recommendation and the PTA to the City Council at a public hearing.

Scott Miller, a Commercial Real Estate Broker, who markets the Oak Tree Business Center, stated for five years they have been getting rejected for uses more than being accepted. The main reason is that people want to open businesses in that area that are not industrial related. For example, a private gym was denied. Ms. Hurd-Ravich responded that the area he's speaking of has many zoning layers which create limitations. Mr. Klingerman added that he sees that area needing to be rezoned in the future.

C. ACTION ITEMS:

None

D. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that there are no future action items on the agenda for our meeting on December 19th and asked the members if it should be canceled. All the Commission members agreed to cancel the December meeting.

Ms. Hurd-Ravich mentioned that in January, we need to hold an election and there will be a formal action on the Linking Tualatin Draft Amendments. There is a great deal of work coming up regarding Basalt Creek and anticipate having the contract executed in January. They are working on developing a Community Advisory board and would like to have a Commission member from Tualatin and Wilsonville. It's a two-year process with additional details to come. Ms. Hofmann added that the Sanitary Sewer Master Plan will also be presented.

Ms. Hurd-Ravich stated that sign variances will be on the horizon since Cabela's would like a large sign. We are also in preliminary talks with Cracker Barrel, who would also like a large sign. Mr. Klingerman questioned the increase in traffic on the sight. Ms. Hoffman responded that Fred Meyer is adding a turn lane and the signals will be modified on Nyberg Rd.

Mr. Klingerman asked about the status of the 3-story building at Boones Ferry, next to Mashida's. Ms. Hurd-Ravich responded that they have received a certificate of completion for the shell of the building, but the inside still needs to be completed.

E. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

None.

F. ADJOURNMENT

MOTION by Beers SECONDED by Aplin to adjourn the meeting at 7:40 pm. MOTION PASSED 7-0.



____ Lynette Sanford, Office Coordinator