



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF September 6, 2018

TPC MEMBERS PRESENT:

Kenneth Ball
Mona St. Clair
Janelle Thompson
Alan Aplin
Travis Stout

STAFF PRESENT

Aquilla Hurd-Ravich
Steve Koper
Karen Perl Fox
Sean Brady
Erin Engman
Tabitha Boschetti
Lynette Sanford

TPC MEMBER ABSENT: Bill Beers

GUESTS: Cathy Corliss, Joe Lipscomb, Scott Miller, Linda Moholt, Mitzi Yates, Derek Wilfong, Willie Fisher.

1. CALL TO ORDER AND ROLL CALL:

Mr. Ball, Vice Chair, called the meeting to order at 6:35 PM and reviewed the agenda. Roll call was taken

2. APPROVAL OF MINUTES:

Mr. Ball stated that since we did not have a quorum at the last meeting, there will be no approval required for the August 16, 2018 TPC minutes.

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

None

4. ACTION ITEMS:

None

5. COMMUNICATION FROM CITY STAFF

A. Update to Public on Phase 1: Code Clean-Up of the Tualatin Development Code Improvement Project (TDCIP)

Karen Perl Fox, Senior Long-Range Planner, gave an update to the public on Phase I:

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

Code clean-up of the Tualatin Development Code Improvement Project (TDCIP) which included a presentation.

Ms. Perl Fox introduced the staff members who have been part of the project: Aquilla Hurd-Ravich and Sean Brady were part of the Project Management team (as well as herself), our new Planning Manager Steve Koper, as well as the project consultant Cathy Corliss from Angelo Planning Group.

Ms. Perl Fox indicated that after a year of hard work, we have a draft of the updated Development Code as well as the existing older version to peruse. Ms. Perl Fox encouraged the audience members to write down their comments on the yellow cards provided. Ms. Perl Fox added that the Planning Commission will take action with a recommendation to Council on November 15, 2018.

Cathy Corliss, Angelo Planning Group, stated that we are focusing on Phase 1: Code Clean-up. The two other phases upcoming are Phase 2: Outreach and Policy Review and Phase 3: Work program.

Ms. Corliss stated that we are currently in the code clean-up phase. The accomplishments to date include:

- Audit of the TDC - completed March 2017
- Sample Chapter (General Manufacturing) - completed April 2017
- City Council Work Session presentation – June 2017
- Planning Commission presentation – June 2017
- Completed three Draft Amendment iterations – 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

Ms. Corliss stated that early reviews from the regular customer testers responded positively overall and support the code update work. In addition, three agencies of six invited ((DLCD, Washington County, and Metro) agreed to take a look at the Phase 1 work. DLCD responded very favorably in support of the Phase 1 work completed. Ms. Corliss noted that the new code improved overall organization, streamlined planning district chapters with tables, and improved language and readability.

Ms. Corliss went through the presentation that detailed before and after illustrations of Chapters 39: Use categories, Chapter 61: Standards, and Chapter 73: Community Design. The new chapters include Chapter 33: Applications and Approval Criteria and Chapter 32: Procedures.

Steve Koper, Planning Manager, stated that the Phase 1 schedule includes:

- City Council Work Session #1 – October 8, 2018
- Planning Commission Meeting #2 – November 15, 2018

- City Council Meeting #2 (Public Hearing) – November 26, 2018
- City Council Meeting #3 (Ordinance Adoption) – December 10, 2018

After a short break, Ms. Perl Fox conducted an interactive polling exercise to receive feedback on the code update. The results of the polling were positive.

Ms. Corliss asked the audience members for questions and comments about Phase 1 and the upcoming Phase 2. Mitzi Yates inquired about how topics were rewritten to incorporate current state laws. Ms. Corliss responded that state law changes are updated in the new procedures chapter. Sean Brady, City Attorney, added that staff had to revisit chapters because of the recent changes to state law. Ms. Yates asked why Clackamas County wasn't involved in the Phase 1 review process. Ms. Perl Fox responded that Clackamas County and other agencies were invited but were unable to participate due to staff resource constraints.

Mr. Aplin asked if our code update is similar to other Cities' in the area. Ms. Corliss responded affirmatively. Ms. Hurd-Ravich added that our code will be reflective of other cities' structure and format.

Joe Lipscomb, Aging Task Force, Tualatin, OR

Mr. Lipscomb stated that the Aging Task Force is extremely interested in being involved with the issues of housing, transit, and pedestrian access in Phase 2. Ms. Perl Fox responded that there will be an extensive stakeholder interview process to contribute to formulating the key policy issues for Phase 2. All comments and feedback will be welcomed.

Mr. Ball inquired if an index will be added within the code. Ms. Corliss responded that most users will be online and it will be easier to search by a keyword. Mr. Ball disagreed indicating all model codes currently have an index. Mr. Ball added that the aging population may not have online access. Mr. Brady added that we are moving to a different code codification process that will have better search features and items will be easier to find. Mr. Koper added that many cities are not printing hard copies of the code and it is only available online.

Mr. Lipscomb stated that in Phase 2, commercial, employment and mixed-use concepts will be important. Mr. Lipscomb added that the current code is from the 1970's planning concepts and does not fit in with today's times.

Mitzi Yates, Tualatin, OR

Ms. Yates inquired about how the new and old versions of the code crosswalk between each other. Mr. Brady responded that at the beginning of each chapter in the draft, there is an explanation of what occurred in the chapter. Mr. Brady added that if someone requested a redline version of changes within a chapter, it can be provided. Ms. Corliss recommended a cheat-sheet to help with this confusion. Ms. Hurd-Ravich

agreed that this might be helpful.

Scott Miller, Capacity Commercial, 805 SW Broadway # 700, Portland, OR 97205

Mr. Miller inquired about new definitions and how they were incorporated. Ms. Corliss responded that they will see some of the old specific uses under limitations, but we tried to give better tools for the staff to give interpretations. Ms. Hurd-Ravich added that uses in many categories were broadly defined. Ms. Fox stated Chapter 31 definitions were updated. For example, where conflicting language between two definitions existed and some definitions were moved into chapters if they pertained specifically to that chapter.

Mr. Miller asked if the zoning maps will be intuitive and go directly to the permitted use. Ms. Corliss responded that the chapters are still in the pdf format, but the links will be easier to navigate. Mr. Miller asked if the link to the new code is on the website. Erin Engman, Associate Planner, responded that the link is currently on the TDCIP Update web page.

Ms. Perl Fox stated that there is another opportunity to comment for the next two weeks. A link to a comment box has been posted to our web page and all input is appreciated.

Ms. Perl Fox thanked the attendees and asked the Commission members if they have input or questions. Ms. Thompson asked if it's possible to view only the changes – instead of reading the entire code. Ms. Perl Fox responded that hard copies of the before and after versions of the code are available at this meeting and the online version of all the chapters with changes are available on the project web page.

Ms. Perl Fox stated the next meeting will be the City Council Work Session on October 8th and it will return to the Planning Commission in late October.

6. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Ms. Hurd-Ravich stated that our originally scheduled TPC meeting on October 18th conflicts with the citywide annual planning conference in Bend. Ms. Hurd-Ravich asked the commission members to check their calendars for October 25th.

7. ADJOURNMENT

MOTION by to St. Clair SECONDED by Thompson to adjourn the meeting at 7:57PM.
MOTIN PASSED 5-0.



Lynette Sanford, Office Coordinator

