



MEETING AGENDA
TUALATIN PLANNING COMMISSION

October 25, 2018; 6:30 p.m.
JUANITA POHL CENTER
8513 SW TUALATIN RD
TUALATIN, OR 97062

1. **CALL TO ORDER & ROLL CALL**
Members: Bill Beers (Chair), Kenneth Ball, Alan Aplin, Travis Stout, Mona St. Clair, Janelle Thompson
Staff: Steve Koper, Planning Manager; Erin Engman, Associate Planner; Rich Mueller, Parks and Recreation Manager
2. **APPROVAL OF MINUTES**
 - A. Approval of September 6, 2018 TPC Minutes
3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA)**
Limited to 3 minutes
4. **ACTION ITEMS**
5. **COMMUNICATION FROM CITY STAFF**
 - A. Parks and Recreation Master Plan Project Update
 - B. Potential Tualatin Development Code plan text amendment to increase building height in the Mixed Use Commercial Overlay District.
6. **FUTURE ACTION ITEMS**
7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**
8. **ADJOURNMENT**



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

FROM: Lynette Sanford, Office Coordinator

DATE: 10/25/2018

SUBJECT: Approval of September 6, 2018 TPC Minutes

ISSUE BEFORE TPC:

Attachments: [TPC Minutes 9.6.18](#)



City of Tualatin

www.tualatinoregon.gov

UNOFFICIAL

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



STAFF REPORT

CITY OF TUALATIN

TO: Tualatin Planning Commissioners
FROM: Lynette Sanford, Office Coordinator
DATE: 10/25/2018
SUBJECT: Parks and Recreation Master Plan Project Update

ISSUE BEFORE TPC:

The Planning Commission will receive an informational status report from staff on the Parks and Recreation Master Plan.

EXECUTIVE SUMMARY:

The Parks and Recreation Master Plan Update Project was initiated in July of 2017 and has now progressed through seven phases. Over the past 18 months, there have been thousands of community members involved in the master plan update. This status report will inform the Planning Commission on the process and status of the Parks and Recreation Master Plan project.

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 plan adoption is scheduled to be considered at the Council meeting on November 13, 2018.

Attachments: [Parks and Recreation Master Plan Project Update](#)



TUALATIN

Accessible, Inclusive & Vibrant
Parks and Recreation



CITY OF TUALATIN
PARKS AND RECREATION MASTER PLAN
Planning Commission

October 25, 2018



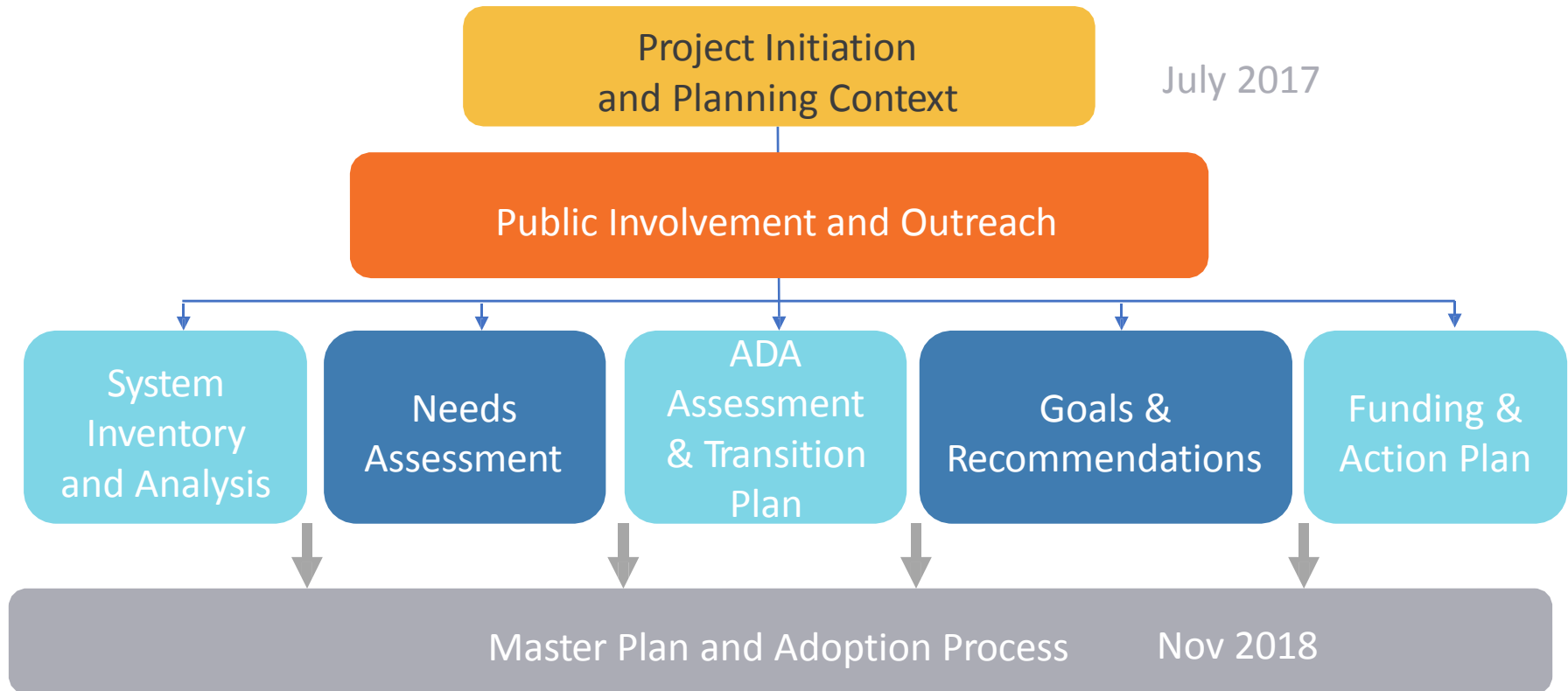
What is a Master Plan?

The Tualatin Parks & Recreation Master will:

- Provide guidance for parks, recreation facilities, programs, greenways and natural areas
- Update the 1983 Plan
- Address needs now and in the future



Planning Process



Plan Chapters

- Introduction
- Park & Recreation System
- Community Vision
- Goals, Objectives & Recommendations
- Implementation

Planning Process

- Stakeholder Interviews
- Online Survey
- Focus Groups
- Hispanic/Latino Meeting
- Pop Up Activities
- Park Walks
- Initial Public Involvement 2,892 People

Community Outreach Themes

- Parks and recreation are important to Tualatin's quality of life.
- Trail connections and trail activities are a priority for community members.



Community Outreach Themes

- There is a need for improved facilities and expanded capacity for sports.
- A multi-use indoor facility is desired to support a variety of community interests and needs.
- Community members desire stronger, inclusive communications and marketing from the City and Community Services Department.

Community Outreach Themes

- A greater variety of activities and programs is needed to meet the needs and interests of people of all ages and cultures.
- Community members highly value Tualatin's natural resources and want access to natural features, especially the river, for recreation.



Inclusiveness & equity

CORE VALUES

Diversity

Conservation & stewardship

VISION

Economic vitality

Tualatin is a vibrant city, with a healthy and cohesive community, connected through attractive parks, diverse facilities, trails, conservation of natural areas, recreation opportunities, and art and culture that are engaging and accessible to all.

Accessibility & connectivity

Health & wellness

MISSION

Community engagement

We actively care for our parks, connect our community through trails and programs, and protect our river, greenways and natural areas to create a beautiful, livable city.

Social cohesion

Community vibrancy & livability

Family-friendliness

GOALS

› **Goal 1: Expand accessible and inclusive parks and facilities** to support community interests and recreation needs.

› **Goal 2: Create a walkable, bikeable, and interconnected City** by providing a network of regional and local trails.

› **Goal 3: Conserve and restore natural areas** to support wildlife, promote ecological functions, and connect residents to nature and the outdoors.

› **Goal 4: Activate parks and facilities** through vibrant programs, events, and recreation opportunities for people of different ages, abilities, cultures, and interests.

› **Goal 5: Support the arts through programs, parks, and public spaces** that reflect Tualatin's identity, heritage, history, and expressive character.

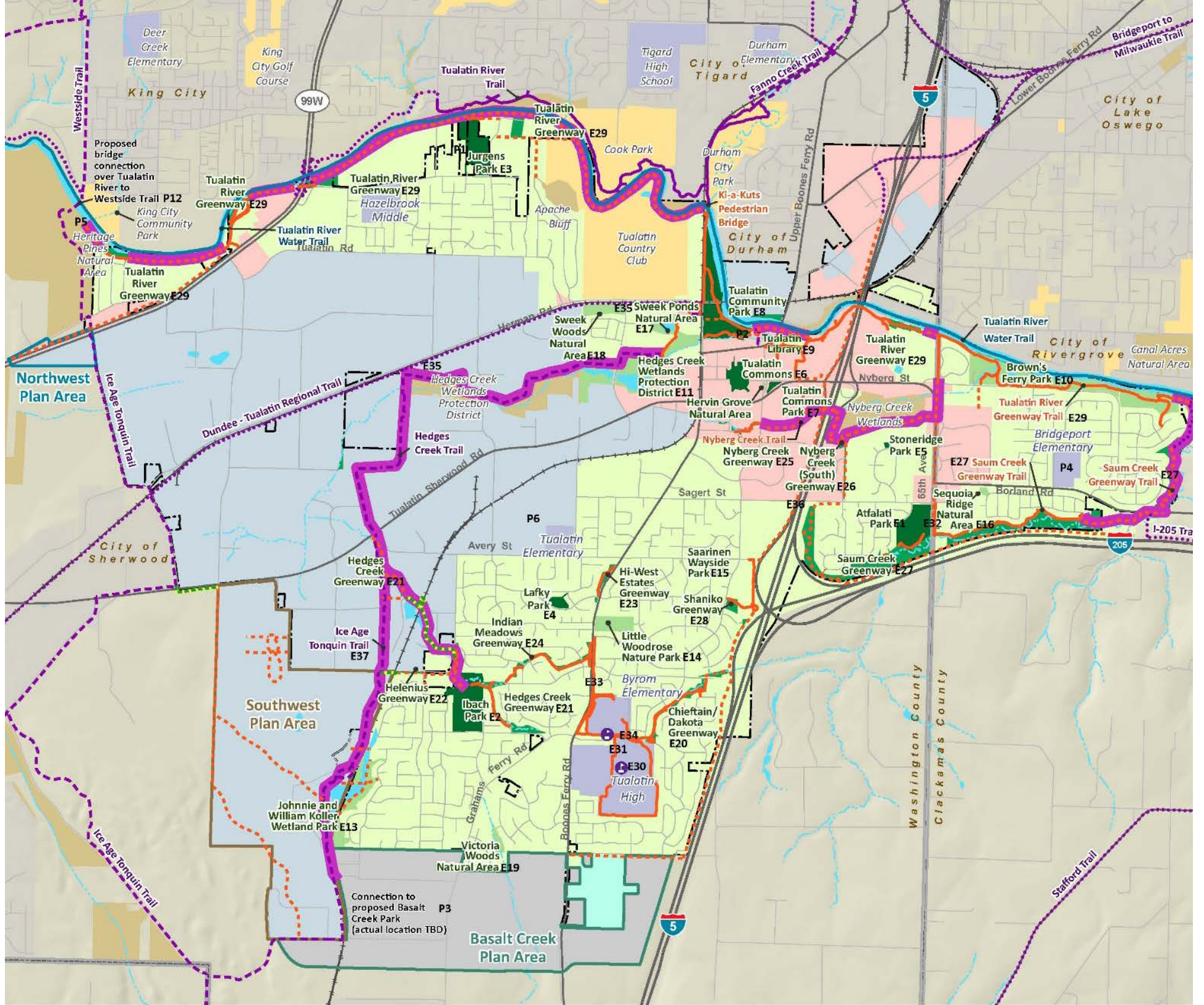
› **Goal 6: Promote Tualatin's unique identity, economic vitality, and tourism** through parks, natural resources, historic preservation, events, programs, and placemaking.

› **Goal 7: Manage, administer, and maintain quality parks, facilities, and programs** through outstanding customer service, stewardship, and sustainable practices.



Project Recommendations

- 37 existing parks
- 16 proposed additions or acquisitions
- Within one or more areas of work
 - Build, Enhance, Steward, Maintain



Funding Sources

- A variety of funding sources will be needed.
 - Capital Funding
 - Maintenance & Operations Funding



Potential Funding Sources

Funding Source	Currently Used by City?	May be Used for Operations	May be Used for Capital Improvements	Restrictions on Use
Property Taxes	Y	√	√	
Charges for Services	Y	√	√	
Parks SDCs	Y		√	Capacity enhancement projects
Transient Lodging Tax	Y	√	√	70% for tourism-related projects
General Obligation Bond	Y		√	
Operating Levy	N	√		
Park Utility Fee	N	√		
Public Agency Grants			√	Specified by grant
Philanthropic Grants		√	√	Specified by grant
Donations	Y	√	√	May be specified by donor

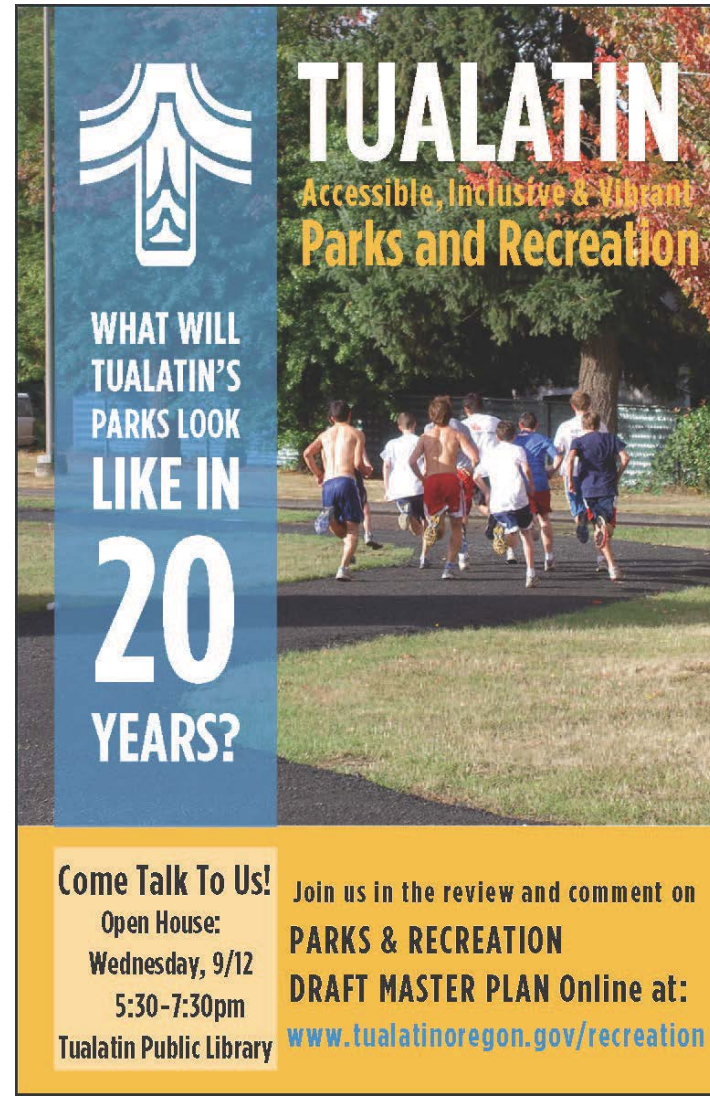
Note: Funding amounts and revenues may be limited by other factors, such as market considerations, tax limits/compression, voter support, amount of new development, etc.

Project Recommendations

- Two-Step Evaluation process
 - Goals and Priority alignment
 - Sequencing Criteria
- Informs
 - Phasing
 - Development of work plan
 - Funding strategy
 - CIP

Public Notification

- Social Media (Facebook, Next Door, Instagram)
- Email Notification
- Online (City website)
- Print (posters, flyers, Tualatin Life)



TUALATIN
Accessible, Inclusive & Vibrant
Parks and Recreation

WHAT WILL
TUALATIN'S
PARKS LOOK
LIKE IN
20
YEARS?

Come Talk To Us!
Open House:
Wednesday, 9/12
5:30-7:30pm
Tualatin Public Library

Join us in the review and comment on
PARKS & RECREATION
DRAFT MASTER PLAN Online at:
www.tualatinoregon.gov/recreation

Public Engagement

- Open House
- Presentations & Meetings with Stakeholders
- Online Review & Comment
- Print Copy & Print Comment Sheets (Library & Pohl Center)
- Advisory Committees



Questions & Comments





MEMORANDUM

CITY OF TUALATIN

TO: Tualatin Planning Commissioners

THROUGH: Steve Koper, Planning Manager

FROM: Erin Engman, Associate Planner

DATE: 10/25/2018

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

ISSUE BEFORE TPC:

Staff received Council direction at the October 8, 2018 work session to proceed with a height study to analyze increasing the building height maximum above the 50 to 70 feet presently allowed in the Mixed Use Commercial Overlay District (MUCOD).

The purpose of this presentation is to update and inform the Planning Commission on the Council discussion, and receive input regarding a potential height increase.

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.

	WILSONVILLE	BEAVERTON	LAKE OSWEGO	TIGARD	TUALATIN
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 Council was in favor of pursuing a building height increase in the MUCOD; however a range of maximum building heights was not defined at the October 8th work session. Staff was directed to go forward with a more detailed height study to identify a maximum height range.

Considerations that were important to the Council included:

- Relating building height range to a typical number of building stories

- Ensuring the transportation system can support impacts from increased building height
- Evaluating parking impacts
- Adding a consideration of building height increase in other areas of Tualatin to TDCIP Phase 2 for broader discussion

NEXT STEPS:

- Coordinating with partner agencies - Tigard, Washington County, ODOT
- Conducting outreach to internal stakeholders
- Hiring a consultant to analyze transportation system impact

Attachments: [101 - Presentation](#)



MUCOD Height Standard- DISCUSSION

PLANNING COMMISSION
OCTOBER 25, 2018



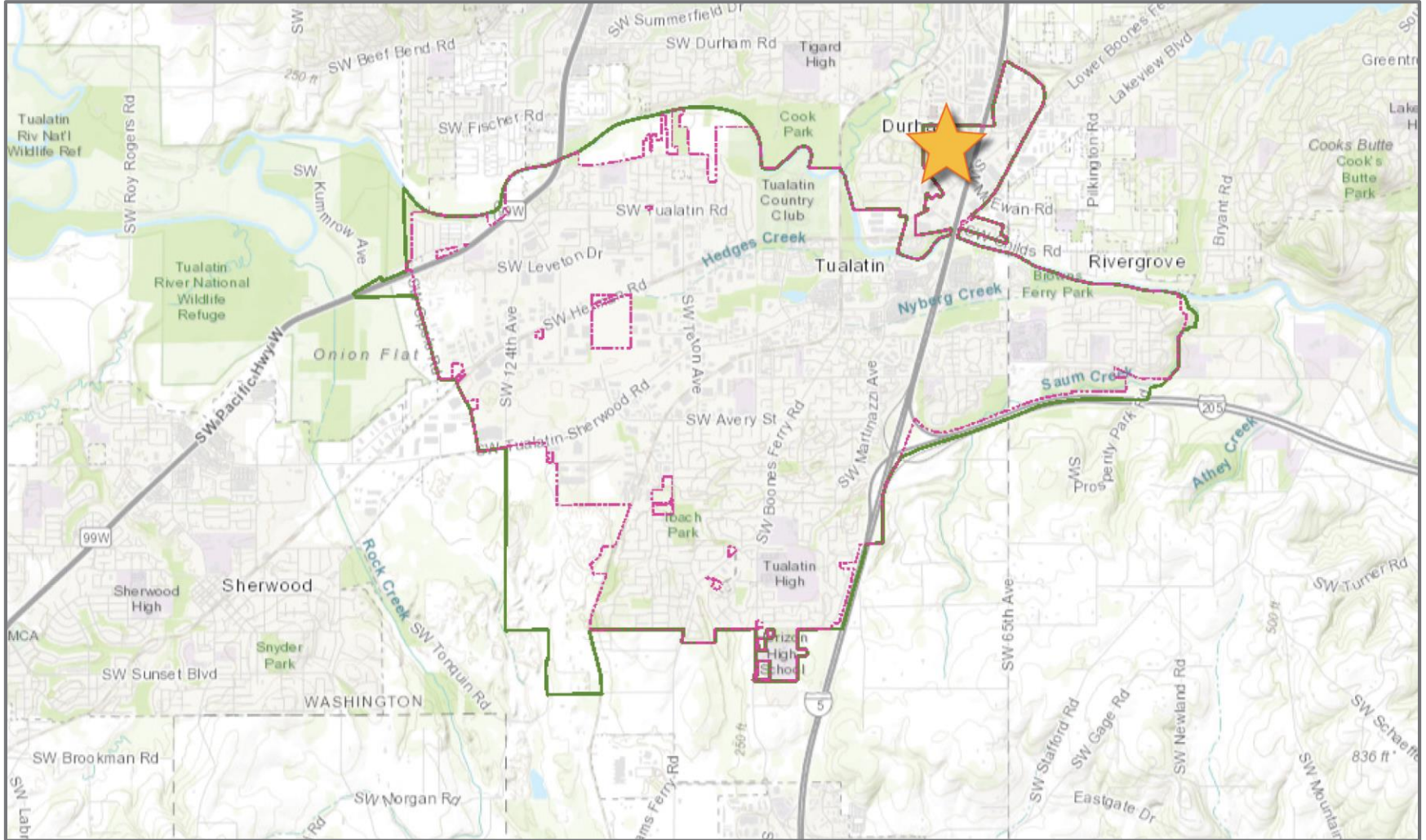
DISCUSSION

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

Staff received Council direction at the October 8th work session to proceed with a height study to analyze increasing the building height maximum above the 50 to 70 feet presently allowed in the MUCOD.

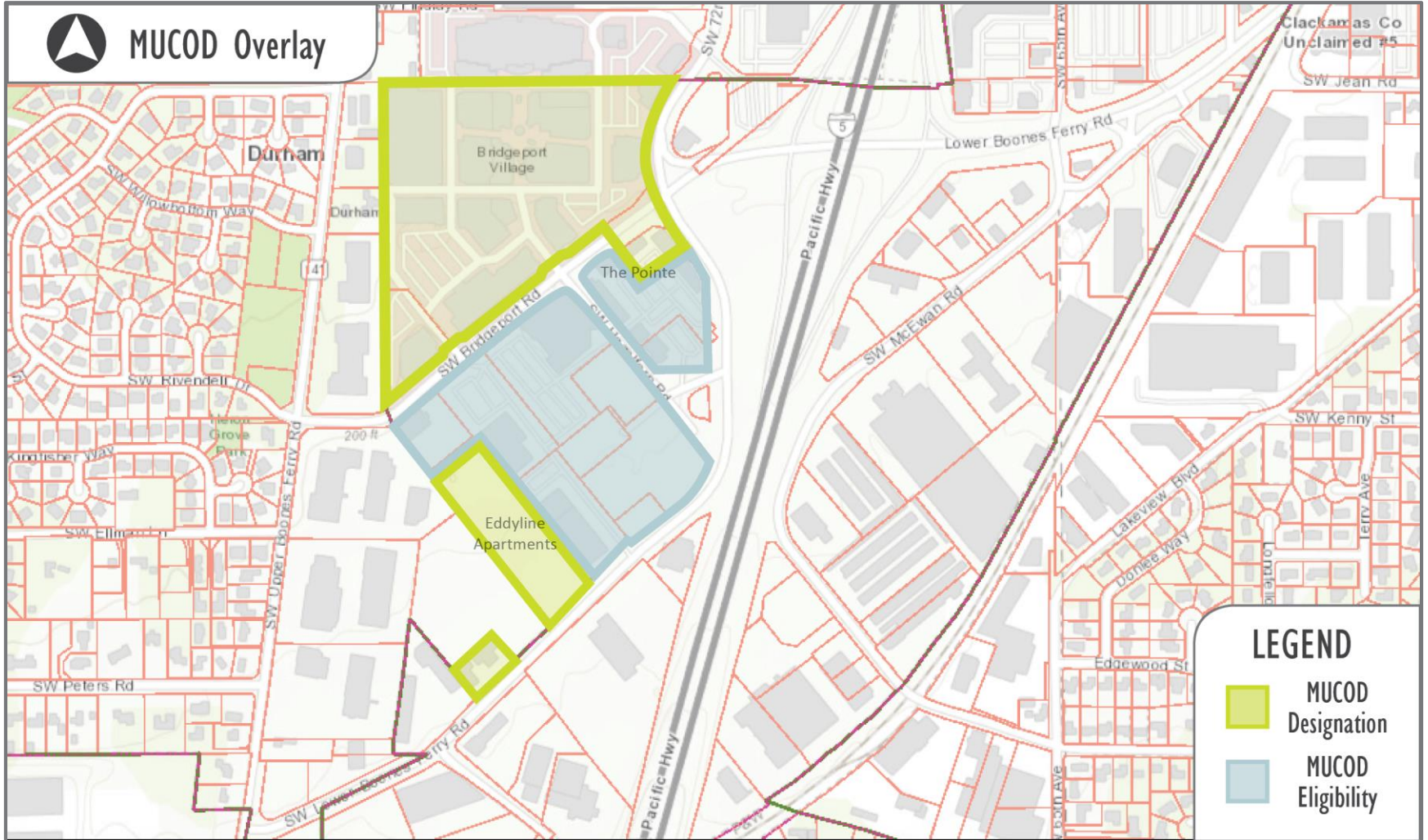


VICINITY MAP



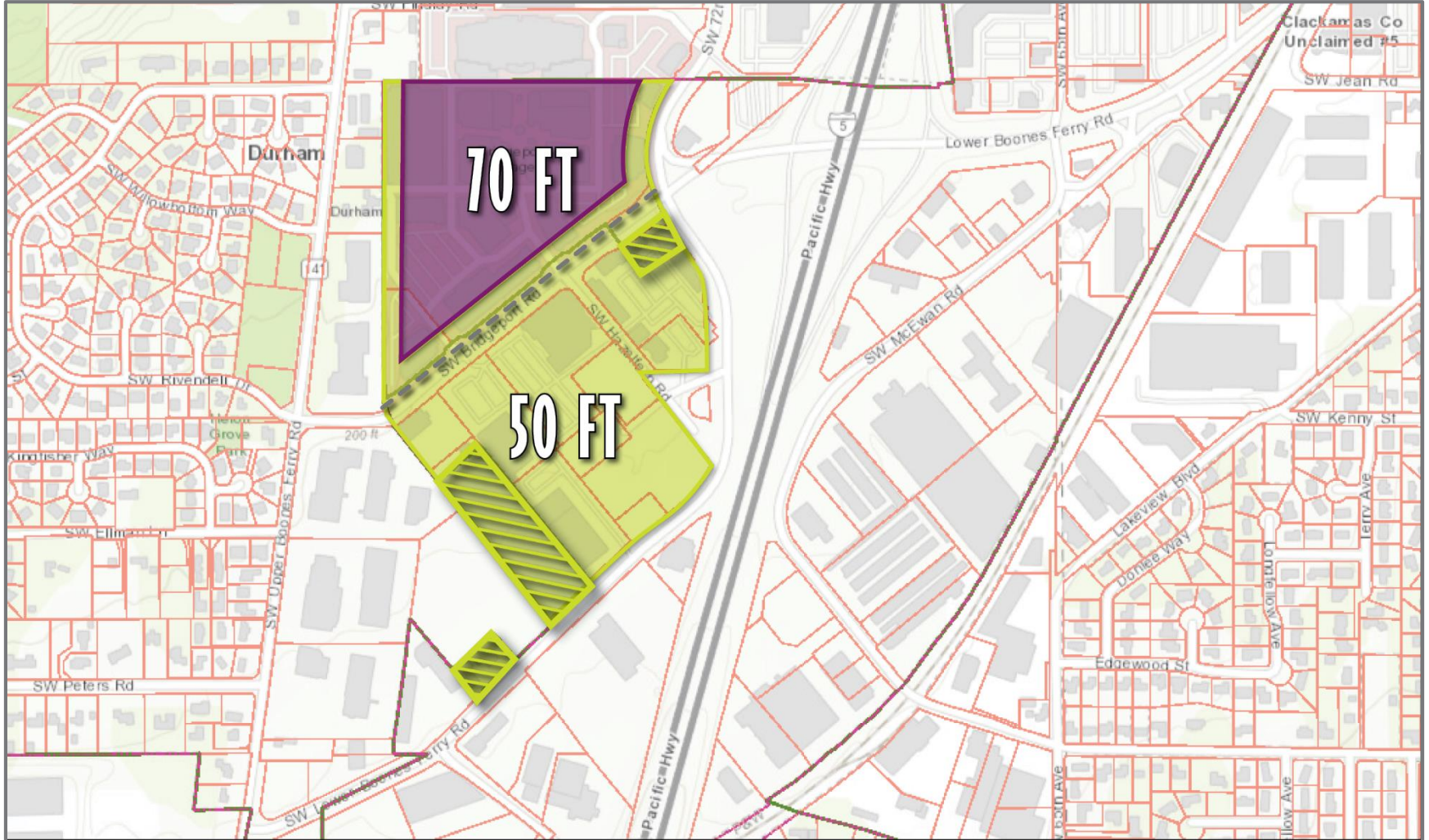


VICINTY MAP





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





EDDYLINE APARTMENTS





BRIDGEPORT VILLAGE





EXISTING UNDEVELOPED LOTS





POTENTIAL DEVELOPMENT





SUMMARY

Work Session Discussion:

- All Councilors were in favor of a building height increase in the MUCOD
- Explore building height range of individual stories
- Careful approach to transportation impacts
- Evaluate parking impacts
- Look into increasing overall building height within the City



NEXT STEPS

- Coordination and outreach with partner agencies – Tigard, Washington County, ODOT
- Hire consultant to analyze transportation system impact
- Further building height study to pinpoint maximum building height range and potential impacts
- Add building height increase to TDCIP Phase 2 for broader discussion



QUESTIONS

