



# City of Tualatin

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**OFFICIAL**

## TUALATIN PLANNING COMMISSION

MINUTES OF November 15, 2018

### TPC MEMBERS PRESENT:

Bill Beers  
Alan Aplin  
Travis Stout  
Janelle Thompson

### STAFF PRESENT

Steve Koper  
Karen Perl Fox  
Jeff Fuchs  
Lynette Sanford

**TPC MEMBER ABSENT:** Kenneth Ball, Mona St. Clair

**GUESTS:** Cathy Corliss

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#### 1. **CALL TO ORDER AND ROLL CALL:**

Mr. Beers called the meeting to order at 6:30 PM and reviewed the agenda. Roll call was taken

#### 2. **APPROVAL OF MINUTES:**

Mr. Beers asked for approval of the August 16, 2018 and the October 25, 2018 TPC minutes. MOTION by Aplin SECONDED by Beers to approve the minutes as written. MOTION PASSED 4-0.

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

None

#### 4. **COMMUNICATION FROM CITY STAFF**

##### **A. Tualatin Moving Forward Update**

Jeff Fuchs, Public Works Director, shared an update on Tualatin Moving Forward. This is the program implementing the transportation bond. Mr. Fuchs stated that since the approval of the \$20 million general obligation bond by Tualatin voters last May, significant progress has been made to roll out this program. The first of five “fast track” projects was completed in September 2018 and four more will be completed by early 2019.

Mr. Fuchs stated that the voters were mostly interested in congestion relief and safety projects. Mr. Fuchs stated that the fast-track projects include:

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.

- 115<sup>th</sup> Ave: Bike lanes serving Hazelbrook Middle School
- Avery St: Driver feedback signs
- Ibach St: Pedestrian crossing serving Ibach Park
- Sagert St: Pedestrian crossing to Atfalati Park
- Boones Ferry Rd at Siletz: Pedestrian crossing and intersection improvements

Mr. Fuchs noted that work begins on each of these projects this year and will be completed by early 2019. Mr. Fuchs added that pedestrian, bike and roadway improvements are coming soon to reduce speed and safety at the Garden Corner Curves – Morotoc Dr. to Willow St.

Mr. Fuchs stated that the City has created a web site [tualatinmovingforward.com](http://tualatinmovingforward.com). At this site you can learn more about the existing and upcoming projects and offer suggestions for additional projects.

Ms. Thompson inquired about non-pedestrian projects. Mr. Fuchs replied that congestion reducing projects take additional time; the other projects will be listed at a later date. Mr. Fuchs added that a Program Manager was hired and will be working with Council to generate a schedule.

## 5. **ACTION ITEMS:**

### **A. Plan Text Amendment (PTA 18-0003 – Tualatin Development Code Improvement Project (TDCIP) Phase 1.**

Karen Perl Fox, Senior Planner, and Cathy Corliss, Angelo Planning Group, presented a staff report for the Planning Commission to make a recommendation to City Council to approve, approve with revisions or deny PTA-18-0003 (TDCIP Phase 1) at its upcoming City Council hearing on November 26, 2018.

Ms. Corliss stated that we are currently focusing on Phase I – Code Clean-up. This phase primarily focuses on Chapters 31-80. The goal is to improve the overall organization, streamline planning district chapters with tables, and improve language and readability. 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.

Ms. Corliss stated that there are also new chapters: Procedures and Applications. The new chapters consolidated information that was spread across multiple chapters. This improved the ability to efficiently administer the code. Ms. Corliss presented examples of the new chapters.

Ms. Corliss stated that accomplishments to date include presentations to Council and Planning Commission, coordination with other agencies, and public engagement. Ms. Perl Fox added that the public engagement process included online questions to frequent users and a Planning Commission Workshop on September 6<sup>th</sup>. We received

positive feedback and strong support from both.

Steve Koper, Planning Manager, stated that a notice to the Department of Land Use and Development (DLCD) was provided on October 17<sup>th</sup> which was within 35 days of the City Council Hearing. Furthermore, a Measure 56 Notice was mailed out to 6,884 property owners within the City's Planning Area Boundary in October with greater than the minimum 20 days' notice allowed. Mr. Koper added that we received a few phone inquiries and one written notice, which has been distributed to the Commission members.

Mr. Koper stated that the Phase 1 schedule includes a public hearing at City Council on November 26<sup>th</sup> where they will review the Planning Commission recommendation and decide to approve or deny the ordinance. On December 10<sup>th</sup>, the City Council will adopt the ordinance if they go forward on November 26<sup>th</sup>.

Mr. Beers inquired about the requirements regarding flag lots. Ms. Corliss replied that a flag lot must be of sufficient width to access requirements.

Ms. Thompson stated that the new code is much easier to read and to access information.

Mr. Aplin asked if developers and other businesses offered feedback. Ms. Perl Fox replied that they offered grammatical suggestions.

Ms. Thompson inquired about the content of the phone calls received. Ms. Perl Fox replied that the inquiries were very general and were mostly a reaction to the first line of the postcard, which stated that their property uses may be affected. Ms. Thompson added that the new code is much easier to read and she appreciated that the out of date items were removed.

Mr. Stout asked if we received specific feedback from the interactive polling. Ms. Perl Fox replied that the questions were highly graded in the range provided and the overall impression was favorable.

MOTION by Beers, SECONDED by Thompson to recommend City Council approve PTA18-0003. MOTION PASSED 4-0.

## **6. FUTURE ACTION ITEMS**

Mr. Koper stated that the TPC meeting scheduled for December has been cancelled. Future action items will include a Plan Text Amendment to incorporate the changes in the Parks Master Plan that City Council accepted into the development code.

Ms. Perl Fox stated that we are conducting preliminary work for Phase 2. We have received a preliminary policy audit and will be sorting out the upcoming steps. Ms. Perl Fox added that the kickoff will be February 2019. Mr. Koper added that Basalt Creek

Comprehensive Plan has been adopted by Council and we're on schedule to begin the public process. This process includes public outreach and we will bring the comprehensive plan to the Commission members in February or March. Mr. Aplin asked if the Basalt Creek property boundaries have been set. Mr. Koper answered affirmatively.

Mr. Koper noted that there have been recent conversations regarding having all of Development Services in one central location. Currently Engineering and Public Works are in two different buildings. The plan is to expand the Operations site on Herman Road to include Building, Planning and Engineering. Mr. Koper added that currently government offices are not allowed in that zone. There will likely be a plan text amendment to amend the existing zone and to include government office uses.

Mr. Beers asked if a new City Hall will be built. Mr. Koper replied that a new City Hall is not on the agenda because there is a sense that the community is not interested in a bond to finance it.

Mr. Koper added that we potentially have a new Planning Commissioner. Additional information to follow.

Mr. Beers noted that we will need to hold elections for a Chair and Vice Chair at the beginning of the year.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

None

8. **ADJOURNMENT**

MOTION by Aplin to adjourn the meeting at 7:20 PM.



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Lynette Sanford, Office Coordinator