



City of Tualatin

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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF December 17, 2015

TPC MEMBERS PRESENT:

Alan Aplin
Angela Demeo
Cameron Grile
Mona St. Clair
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Luxhoj
Lynette Sanford

TPC MEMBERS ABSENT: Bill Beers, Jeff DeHaan

GUESTS: None.

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:33 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the November 19, 2015 TPC minutes. MOTION by Grile SECONDED by Thompson to approve the minutes as written. MOTION PASSED 5-0.

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

None

4. ACTION ITEMS:

None

5. COMMUNICATION FROM CITY STAFF:

A. Mobile Food Vending and Food Carts – Project Framing

Ms. Luxhoj, Associate Planner, presented a summary of the project framing for Mobile Food Vending and Food Carts which included a PowerPoint presentation. Ms. Luxhoj explained that project framing was completed in response to direction

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.

from the City Council at the October 26, 2015 work session. Council directed staff to return to a future work session with additional information about initiating a Plan Text Amendment (PTA) to make amendments to the Tualatin Development Code (TDC) related to mobile food vending, food carts, and food cart pods. Staff is seeking input from the Planning Commission about our approach to the project and whether there are different or additional questions we should be asking as we move forward.

Ms. Luxhoj noted that the types of devices included are push carts, stationary carts or trailers, mobile food trucks and catering trucks. The key considerations are:

- Should all devices be regulated?
- Should regulations differ?
- What are appropriate operation and design limitations?
- Should vending be limited to food sales or include other uses?

Ms. Luxhoj stated that another area needing clarification is the various ways in which mobile food vending devices are arranged on a property. There are generally three distinct configurations of mobile vending devices to be considered with this project:

- One or two stand-alone devices without accessory structures
- Larger concentration of devices with accessory structures not considered buildings.
- Larger concentration of device with accessory structures considered “buildings” and/or food courts, food halls and markets. Configuration of devices: Should they have one or two stand along devices without accessory structures.

Ms. Luxhoj asked the Commission members to consider if all the configurations should be allowed, what are the pros and cons of various configurations, and where should concentrations be allowed.

Ms. Luxhoj acknowledged that there will be discussions coming up with local businesses, Citizen Involvement Organizations, and the Chamber of Commerce. There will also be online solicitation of ideas from the general public and comment at the public hearing on the Plan Text Amendment.

Ms. Luxhoj stated that in January, this presentation will be taken to the City Council for their input. In February/March, research results will be presented. In March/April, there will be policy direction on code components. In May/June, the Planning Commission will make a recommendation to City Council and in June/July, there will be a City Council hearing on the Plan Text Amendment and Ordinance

Mr. Grile asked if this will be brought before them before the June/July date. Ms. Hurd-Ravich answered affirmatively.

Mr. Aplin suggested that a yearly permit for this type of business would be the simplest option and he thought it would be a good option for workers in the industrial areas.

Mr. Grille assumed they would not be allowed within the minimum parking threshold. Ms. Hurd-Ravich said code language allows them to be on the sidewalk depending on the width and limits them to 180 days. They may take up a couple of parking spaces.

Ms. Hurd-Ravich asked the Commission members what their thoughts were on food pods. Mr. Aplin thought the industrial area would be a good place to support this idea. Ms. Thompson asked if they would have to get permission from property owners. Ms. Hurd-Ravich answered affirmatively. Ms. Thompson raised the issue of safety involving electrical cords, blocked sidewalks, and garbage waste. Mr. Aplin asked if the health department would be involved with reviews. Ms. Hurd-Ravich answered that they will have to get a Washington County Health permit.

Mr. Grille asked about portable canopies/tents that are more permanent. Ms. Hurd-Ravich said that this issue could be discussed in the design phase and whether it should be allowed.

Ms. Hurd-Ravich brought up the concept of food trucks for the lunch time hours, such as for construction sites, and if there should be a time limit. Mr. Aplin noted that if the trucks were only there 30 minutes or so, it would be hard to find violations. Ms. Hurd-Ravich noted that she will look at other cities to see what they allow. Mr. Aplin added that the summer concerts are a great opportunity for the food carts and will increase foot traffic at the Commons. Ms. Thompson agreed that it would be nice to have these at the concerts

Mr. Grille asked if anyone else has expressed interest in having a food cart. Ms. Hurd-Ravich said there hasn't been a lot of interest so far, but there hasn't been formal outreach either.

Ms. Demeo asked how ice cream trucks go through the process. Ms. Hurd-Ravich answered that a business license is required for mobile vending.

Ms. Hurd-Ravich mentioned that our staff had a chance to visit the food pods of Happy Valley, located at 145th & Sunnyside Rd. Ms. Luxhoj explained that this area consists of a large building with roll-up glass doors that can be raised during the summer. Inside there are picnic tables, a couple of food carts, as well as a beer on tap. The outside of the building has 26 food carts on three sides with all varieties of food, which was fairly affordable. They also have their own parking lot with gates that are closed in the evening. Mr. Aplin thought it sounded like a good idea.

Ms. Hurd-Ravich mentioned that Cindy Luxhoj will be moving on from the City of Tualatin. She will be the Executive Director for a foundation she founded 23 years

ago for Alagille syndrome. Ms. Hurd-Ravich added that Colin Cortes, Assistant Planner, has also accepted another position so things may slow down in the Planning Department until the positions are filled.

6. **FUTURE ACTION ITEMS**

Ms. Hurd-Ravich stated that in January, elections will be held. There will be an item on the Legacy Meridian Park sign code amendment. The Capital Improvement Plan will also be presented along with a Basalt Creek update.

Ms. Luxhoj mentioned that she attended a Basalt Creek meeting the previous evening and a boundary decision was made – the Basalt Creek Parkway. Some considerations that need to be addressed are storm water, sewer, transit, and transportation planning. They also need to consider how to pay for improvements to roads within Basalt Creek such as Grahams Ferry Rd, Day Rd, and Elligsen. One consideration is to implement supplemental fees. Ms. Luxhoj mentioned that Wilsonville wanted to make sure that certain areas get developed for industrial use and that the canyon is protected environmentally.

Mr. Aplin asked what the timeline was for development. Ms. Luxhoj answered that the next step is the concept plan, which is targeted for summer. Once the concept plan is in place, we will have to complete the urban planning agreement with Washington County. Annexations can be applied for once that is completed - approximately 2017.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

None.

8. **ADJOURNMENT**

MOTION by Aplin to adjourn the meeting at 7:21pm.



Lynette Sanford, Office Coordinator