**Tualatin Planning Commission**

**MINUTES OF August 20, 2020**

**TPC MEMBERS PRESENT: STAFF PRESENT**

William Beers, Chair Steve Koper

Mona St. Clair, Vice Chair Tabitha Boschetti

Commissioner Alan Aplin Lynette Sanford

Commissioner Janelle Thompson

Commissioner Daniel Bachhuber

Commissioner Ursula Kuhn

**TPC MEMBERS ABSENT**: Commissioner Mitch Greene

**GUESTS:**

##### CALL TO ORDER AND ROLL CALL:

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

##### ANNOUNCEMENTS AND PLANNING COMMISSION COMMUNICATION

##### Chair Beers stated that he attended the City Council meeting on August 10th with the Commission’s recommendation on PTA 20-0003. This amendment was to modify the standards of the medium Low-Density (RML) zone to allow detached single-family residential dwellings as an outright permitted rather than conditional use. Chair Beers noted at ultimately the Council members to defer the decision for a month while the applicant and staff addresses their concerns that the Council brought up.

Mr. Koper, Planning Manager, added that there were a couple different motions from the Council. The Council president suggested that they continue the hearing for further deliberation and will reconvene on August 28th.

Commissioner Bachhuber added that he watched the hearing on Youtube and one of the insights he gained was the potential value of lot size averaging which adds opportunity to the development.

##### REVIEW OF MINUTES:

Chair Beers asked for approval of the TPC minutes dated July 16, 2020. MOTION by Commissioner Thompson, SECONDED by Commissioner St. Clair to approve the minutes as written. MOTION PASSED 6-0.

##### ACTION ITEMS:

1. **The Planning Commission is being asked for feedback on draft proposed changes to Chapters 4 and 5 of the existing Tualatin Comprehensive Plan (Community Plan), which would become the future “Housing Element” of an updated Comprehensive Plan. The proposed changes are based on the housing strategies from the 2019 Housing Needs Analysis. Final changes to the Comprehensive Plan, incorporating feedback received, will be made through a future Plan Text Amendment.**

Tabitha Boschetti, Assistant Planner, presented the staff report and presentation on the draft proposed changes to Chapters 4 and 5 of the existing Tualatin Comprehensive Plan (Community Plan), which would become the future “Housing Element” of an updated comprehensive plan. The Planning Commission is being asked for feedback on the draft proposed changes.

Ms. Boschetti explained the Comprehensive Plan goals and policies. Ms. Boschetti noted that the key questions are:

* Do the draft goals and policies adequately reflect the actions and recommendations in the Tualatin Housing Strategy, the existing Community Plan, and/or state and federal guidelines?
* Are there goals or policies that are missing, need clarification, conflict with the updated goals and policies, or otherwise need refinement?

Mr. Koper, Planning Manager, stated that since the work during the Tualatin 2040 project had a lot of community involvement, we tried to bring these into the Comprehensive Plan. Mr. Koper added that we sent out this meeting notice to all the people on the interested parties list from the Tualatin 2040 project and hopefully they will provide feedback even though they are not in attendance. Commission Bachhuber added that a summary would be helpful.

Ms. Boschetti discussed the different Strategy Goals:

* Goal 1 – Housing Supply
* Goal 2 – Housing Choice
* Goal 3 – Housing for All
* Goal 4 – Funding
* Goal 5 – Redevelopment
* Goal 6 – Housing and Transportation
* Goal 7 – Regional Coordination for Growth
* Goal 8 – Balance Growth and Environmental Impacts

Commissioner Thompson noted that she liked how it was written and thought that it is easy to read and understand. Commissioner Bachhuber asked for clarification on the policies and noted that the actions from the 2040 strategies are sometimes vague. Mr. Koper replied that is where the deviation lies. Commissioner Bachhuber asked how the Comprehensive Plan gets used. Ms. Boschetti replied that the future steps in the Development Code come from the ideas in the Comprehensive Plan.

Commissioner Bachhuber stated that the Council meeting exchange was interesting regarding lot size averaging and townhomes and duplexes. Commissioner Bachhuber noted that we want to foster diversity housing types and determine where to put homes that do not cause a health risk, such as by a freeway. Ms. Boschetti replied that the commission can add a goal statement or policy statement regarding health. Mr. Koper added that it is reflective in the policies and not all of them are capable of being implemented through a development code regulation.

Commissioner Kuhn stated that she’s interested in the review process of new housing and it may help guide the commissioners.

Commissioner Thompson stated that a sense of community should be added into the development code. Ms. Boschetti noted that there is an existing comprehensive plan objective that refers to emotional identity of a city, which is broad and abstract.

Commissioner Kuhn inquired about the walkability report. Ms. Boschetti said in the housing document, there is language regarding walkability and 10 minute neighborhoods that has been translated from policies to strategies.

Ms. Boschetti noted that our next steps include returning in September with a longer policy neutral re-write of the remaining chapters in the Comprehensive Plan. In October, a combined draft with both changes and revisions will be presented. Mr. Koper added that some chapters will be grouped together.

Commissioner Kuhn asked if there is a shared drive available to share her comments. Mr. Koper replied that we can send an Excel sheet for comments. Mr. Koper added that this is technically a work session – in November we will see a text amendment with these changes.

Commissioner Beers inquired about House Bill 2001 and parking and wondered if this lives in the Comprehensive Plan or Development Code. Ms. Boschetti replied that in general, parking spaces generally live in the development code but could be supported at the policy level.

1. **Consideration of a recommendation on a city-initiated proposal to rename a portion of 120th Avenue to 119th Avenue, south of Itel Street as shown in Exhibit A to the Staff Report (Ordinance No. 1443-20).**

Mr. Koper stated that the city wants to rename a portion of SW 120th Avenue to 119th Avenue, south of Itel Street. The street was recently paved by the owner of the Amazon distribution facility.

Mr. Koper stated that the objectives of renaming the portion of 120th Avenue are to help avoid any future confusion for emergency services and the public, and to be consistent with the surrounding street grid. Mr. Koper added that because no existing businesses access from the port of 120th Avenue south of Itel Street at this time, no readdressing is required with this change.

MOTION by Commissioner Aplin, SECONDED by Commissioner Thompson to approve the change. MOTION PASSED 6-0.

##### FUTURE ACTION ITEMS

##### Mr. Koper stated that in the past, the city has applied for and received consultant assistance for development code work to comply with House Bill 2001 as well as a housing direction strategy. Mr. Koper noted that based on our recent housing needs analysis, a lot of pieces don’t get addressed through the development code regarding affordable housing. Mr. Koper noted that early in the Tualatin 2040 project, we had a Community Advisory Committee offering comments and suggestions. We are now asking the Planning Commission to serve as the advisory committee. Mr. Koper added that this will involve looking closely at some of the existing regulations and conduct a code audit. The hope is to address the comprehensive plan policies.

Mr. Koper noted that we have received a couple of annexations recently. Mr. Koper added that there is also one potential Conditional Use Permit coming for a veterinary clinic in the space Avanti’s restaurant occupied on Nyberg Rd.

##### ADJOURNMENT

MOTION by Commissioner Aplin to adjourn at 7:57 PM.



Lynette Sanford, Office Coordinator