



**Planning Commission
Community Auditorium
1915 Main Street, Forest Grove, OR
Monday, February 4th, 2019, 7:00 pm**

1. CALL TO ORDER:

Vice Chair Phil Ruder called the meeting to order at 7:03 p.m. Roll Call:

Planning Commission Present: Phil Ruder, Vice Chair; Commissioners Dale Smith, Lisa Nakajima, Ginny Sanderson and Hugo Rojas.

Planning Commission Excused: Chair Tom Beck and Commissioner Sebastian Bannister Lawler.

Staff Present: Community Development Director Bryan Pohl; James Reitz, Senior Planner; Dan Riordan, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:

None.

2.2 PUBLIC HEARING:

A. File No. 311-18-000035-PLNG –Site plan approval and design review of a proposed 9-unit apartment building located at 2838 19th Avenue

Vice Chair Ruder opened the quasi-judicial public hearing at 7:05 p.m., reading the hearing procedures, and asked for disclosure of any conflicts of interest, ex-parte contacts, bias, or abstentions. There were none, and no challenges from the public. He called for the staff report.

James Reitz, Senior Planner, gave the staff report and went over an email that was received February 4th from an owner of the neighboring property. Mr. Reitz gave a slideshow presentation, showing the zoning boundary running along the backside of the vacant lot. A buffer area would be required due to the zoning boundary. The property slopes to the south, and there is an easement to the east for storm/sewer lines which predicated the orientation of the apartments. Mr. Reitz gave specifics on the minimum requirements of setbacks, as well as the orientation of the apartment buildings on the lot. The utility plan was shown, noting that all runoff would need to be intercepted.

Mr. Reitz went on to explain each of the staff recommended conditions proposed: Landscape plan with required buffer, tree protection plan, sidewalk installation along 19th Avenue, a walkway adjacent to the building, lighting plan, a roofed trash enclosure, and habitable rooms facing car park or the street shall have a window.

A trespass issue was brought up in the recent email, and fence height was recommended to be 8 feet tall. Mr. Reitz explained to the Commission that due to these proposed apartments being for residential use, the maximum Development Code allows is 6 feet fence height. The buffer area will require a wall with a minimum 10 foot distance from the neighboring property.

Commissioner Nakajima inquired about the driveway approach location and width. Mr. Reitz responded it will stay in the same location but will be required to be widened.

CORRESPONDENCE:

An email was received February 4th, 2019 from the owner of the neighboring property stating concerns regarding runoff and chronic trespassing.

APPLICANT:

David Green, 47266 SW Carpenter Creek Rd, Forest Grove, OR 97116:

Mr. David Green came forward and addressed the Commission. He stated that this project was very difficult to design due to the long, skinny lot dimensions but minimum density was met. He went on to explain that the units will be two bedrooms, two and a half bathrooms with a carport. Mr. Green referenced the email received and the concern about trespassing, and stated he is willing to build a fence to prevent foot traffic coming through.

Commissioner Rojas asked if the applicant had any problems with the city's proposed conditions, and the applicant responded that he is fine with all conditions.

Vice Chair Ruder, referencing the email received about the concern of trespassing, wondered if the applicant is willing to work with the neighboring property owner in building a fence. Mr. Green stated he is willing to build a fence to prevent foot traffic coming through.

Commissioner Nakajima inquired what the habitable space next to the carport is, and Mr. Green responded the kitchen, living room, and half bath are located on the first floor.

Mr. Green could have designed three story structures on the vacant lot, but he felt as if it would overpower the area and neighboring structures.

PROPONENTS:

None.

OPPONENTS:

None.

OTHER:

Kenneth Kearns, 2828 19th Ave, Apt 7, Forest Grove, OR 97116:

Mr. Kenneth Kearns came forward and addressed the Commissioners, voicing his concerns about the traffic causing more backups, construction noise being impactful, and the lighting in the parking lot being on all day and night. Turning off of 19th Avenue into their neighboring parking lot can be difficult.

Vice Chair Ruder asked Mr. Reitz about the lighting guidelines, and Mr. Reitz stated there are lighting requirements within the code to focus the lighting downward.

REBUTTAL:

The applicant agreed with Mr. Kearns and his concerns.

Chair Beck closed the public hearing at 7:40 p.m.

COMMISSIONER DISCUSSION:

Vice Chair Ruder opened up the floor for discussion.

Commissioner Nakajima and Vice Chair Ruder both agreed the proposed plan works for the complicated dimensions of the site.

Commissioner Rojas wondered about requiring an 8 foot fence height with the neighboring property. Commissioner Sanderson didn't think there is a reason to go above the maximum code requirement of 6 feet in height. Vice Chair Ruder agreed, and proposed a condition be required to have a fence be built along the southeast side of the shared property line with the trespassing issue.

Commissioner Rojas moved a motion to approve file number 311-18-000035-PLNG – Site plan and design review of a 9-unit apartment building located at 2838 19th Avenue, with staff conditions and an added condition requiring a fence along the southeast shared property line. Commissioner Dale Smith seconded the motion.

Roll Call Vote: AYES: Vice Chair Ruder; Commissioners Nakajima, Rojas, Sanderson, and Smith. NOES: None. ABSENT: Chair Beck; Commissioner Bannister Lawler. MOTION CARRIED 5-0.

B. File No. 311-18-000044-PLNG –Planning Commission recommendation to City Council accepting the proposed update to the City of Forest Grove's 2009 Economic Opportunities Analysis and Amending the Forest Grove Comprehensive Plan

Vice Chair Ruder opened the legislative public hearing at 7:46 p.m.

STAFF REPORT:

Dan Riordan, Senior Planner, gave a presentation outlining the background of the Economic Opportunities Analysis (EOA), which was last updated in 2009 and did not reflect the impacts of the Great Recession. Johnson Economics was hired by the city to update the EOA, and the planning period is a 20 year span. The Economic Development Commission will come up with the economic development strategy, led by Jeff King, Economic Development Coordinator.

Mr. Riordan went over the purpose of the EOA, how it is organized, legislative requirements, statistics of land supply, demand, along with projected employment growth. Staff recommends the Planning Commission forward a recommendation to the City Council to accept the proposed update to the City's 2009 EOA and adopt an ordinance amending the Forest Grove Comprehensive Plan to add the updated EOA as an appendix to the plan.

COMMISSIONER DISCUSSION:

Commissioner Rojas asked for clarification on some terms and definitions used within the EOA, and inquired about the Economic Development Commission. Vice Chair Ruder commented that transportation development plans are one of many added variables that cannot be included in the report without changing it wildly. Mr. Riordan stated that was an excellent point, as trends are to be looked at when coming up with the numbers.

CORRESPONDENCE:

Mr. Riordan stated the only correspondence received was from the Department of Land Conservation and Development, and was responded to by the City.

PROPONENTS:

None.

OPPONENTS:

None.

OTHER:

None.

Vice Chair Phil Ruder closed the public hearing at 8:09 p.m.

COMMISSIONER DISCUSSION:

Commissioners agreed the information provided was very well written and the facts were interesting.

Commissioner Dale Smith moved a motion to approve file number 311-18-000044-PLNG – Planning Commission's recommendation to City Council accepting the proposed update to the City of Forest Grove's 2009 Economic

Opportunities Analysis and adopt an ordinance amending the Forest Grove Comprehensive Plan to add the updated EOA as an appendix to the plan. Commissioner Lisa Nakajima seconded the motion.

Roll Call Vote: AYES: Vice Chair Ruder; Commissioners Nakajima, Rojas, Sanderson, and Smith. NOES: None. ABSENT: Chair Beck; Commissioner Bannister Lawler. MOTION CARRIED 5-0.

2.3 ACTION ITEMS:

None.

2.4 WORK SESSION ITEMS:

A. Potential Development Code Text Amendments

James Reitz explained that this was a free discussion on potential Development Code text amendments. General direction for code amendments was needed in regards to the Accessory Dwelling Unit (ADU) code, sign code, and housing types allowed in the Town Center Commercial district.

Mr. Reitz went on to inquire if Commissioners would think that small manufactured dwellings be allowed as ADUs. Commissioners discussed the designs on various manufactured homes and to what design standards they could be held to, if any. Mr. Reitz explained that 720 square feet is the maximum square footage for ADUs, and an ADU is defined as an accessory structure with sleeping quarter(s), cooking facility, and bathroom.

Vice Chair Ruder inquired about the permit fee on an ADU, and Mr. Reitz responded that it is around \$18,000 to permit. Commissioners discussed the different options of manufactured homes, tiny homes, and staff will draft a text code amendment for a future meeting.

Mr. Reitz went on to discuss a proposed text amendment regarding manufactured homes as allowed housing type within the Town Center and Community Commercial zoning districts, and whether the Commission would want to allow them. Vice Chair Ruder stated the zoning area is meant to be encouraged for higher density, and Mr. Reitz explained that his only ammunition to encourage high density is what is written within the code.

Mr. Reitz explained to the Commissioners the difference between Neighborhood Commercial and Community Commercial, giving an example of Plaid Pantry as Neighborhood Commercial. Commissioners went through each housing type individually, and requested slides next time to give visual examples for an understanding of density targets.

Mr. Reitz went on to the next potential Development Code text amendment involving signs. Off premise signs cannot have content regulated, as stated in the

First Amendment, so some language cleanup is needed within the code. Other questions presented to the Commission: Feather banners or blown-air device regulations be added to the sign code; should monument signs be allowed in the TCC and TCT zoning districts; and should signs permitted in the NMU zoning district be the same as those permitted in the CC/CN zoning districts. Commissioners discussed the various potential amendments with staff. Commissioners decided for a future amendment to make an allowance for some air blown devices/feather banners and allow for monument signs by the ROW within the TC zone.

Mr. Reitz had one last amendment to discuss regarding the green building certifications. Councilor Valfre suggested "LEED Certification" be replaced with "Green Building Certification" as it allows more flexibility and a cheaper path in construction to meeting the certifications. This is appropriate in the interests of promoting affordable housing within the city. The State has chosen to allow Earth Advantage Certification or OHCS Green Building, and is based off points on a table for each "green" amenity. City Staff will have to do more research in figuring out the point table structure and regulations. Commissioners believe it is reasonable to discuss this as a Development Code amendment.

Mr. Reitz asked the Commission if there is anything else within the Development Code that needs to be amended. Commissioner Nakajima reminded staff that a future amendment needs to be discussed regarding how many on street parking spaces should be considered for development. Mr. Reitz stated he is holding off on that amendment until he has a downtown parking study to pull hard data from. Commissioner Nakajima brought up the example of Forestplace Apartments and the lack of parking, but Mr. Reitz responded that the landlord allegedly charges extra for parking on the lot and that is not something the city can regulate.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES:

There were no meeting minutes for approval.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:

None.

3.4 DIRECTOR'S REPORT:

Mr. Pohl stated that a design review for the Wauna Credit Union will be coming up in March.

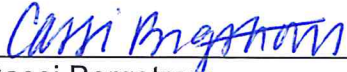
3.5 ANNOUNCEMENT OF NEXT MEETING:

The next meeting will be held on March 4th, 2019.

3.6 ADJOURNMENT:

The meeting was adjourned at 9:06 p.m.

Respectfully submitted by:



Cassi Bergstrom
Planning Commission Coordinator