



A place where families and businesses thrive.

**Planning Commission
Community Auditorium and Webex
1915 Main Street, Forest Grove, OR
Monday, October 5th, 2020, 7:00 pm**

1. WORK SESSION CALL TO ORDER AND ROLL CALL:

Chair Phil Ruder called the Planning Commission public hearing to order at 7:02 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the Planning Commission limited in-person contact and social distancing. **The Planning Commission conducted the meeting remotely by video conferencing.** The meeting was remotely video conferenced by Planning Commission Coordinator Cassi Bergstrom as well as televised live from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 23 on their website. To view the recorded meeting, please visit <http://tvctv.org/>. The public was allowed to attend and observe in the Community Auditorium as space allowed (no more than 10 persons total at one time). Written comments on items not on the agenda and written testimony regarding the public hearing were accepted if submitted by October 5th, 2020, 3 p.m. to Senior Planner James Reitz.

Roll Call:

Planning Commission Present via Webex Remotely: Phil Ruder, Chair; Hugo Rojas, Vice Chair, Commissioners Lisa Nakajima, Ginny Sanderson, Joel Redwine, Dale Smith and Julie Danko.

Planning Commission Excused: None.

Staff Present: Bryan Pohl, Community Development Director (in the Community Auditorium); James Reitz, Senior Planner (in the Community Auditorium); Daniel Riordan, Senior Planner (via Webex Remotely); Cassi Bergstrom, Planning Commission Coordinator (in the Community Auditorium).

2. PUBLIC MEETING:

A. PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:
None.

B. PUBLIC HEARING:

(1.) File No. 311-20-000164-PLNG – Amending the City’s Comprehensive Plan and Zoning Map to re-designate certain parcels within the Gales Creek Neighborhood Mixed Use zone

Chair Phil Ruder opened the quasi-judicial public hearing at 7:03 p.m., reading the hearing procedures, criteria, and asked for disclosure of any conflicts of interest, ex-parte contacts, bias, or abstentions. There were no conflicts of interest and no challenges from the audience.

Senior Planner James Reitz gave a Power Point presentation, explaining to the Commissioners that the reason for the re-zone is due to the appealed and denied land use application for Dollar General that was applied for on one of the site parcels. The Forest Grove Development Code failed to provide a definitive definition of Neighborhood Mixed Use (NMU) zoning. A neighborhood meeting was held earlier in the year to figure out a path going forward. The consensus was to replace the NMU zone with a mix of residential and commercial.

The Planning Commission work session was held on July 20th to give the City an idea of how to proceed with the re-zoning. Mr. Reitz showed the proposed Comprehensive and Zoning maps, showing the Residential Multi-Unit Low density (RML) zoning to the west, and east portion being zoned as Neighborhood Commercial (NC).

Mr. Reitz reported that the owner of Plaid Pantry called to inquire if the re-zoning would affect their property, and it would not; a homeowner located on Talisman Lane called to inquire if the rezoning would affect their property, and it would not. The Fair Housing Council emailed with concerns about downzoning from Residential Multi-Unit High (RMH) to Residential Multi-Unit Low (RML). Mr. Reitz corresponded back and it was ultimately decided the application was not an issue in regards to density.

Staff recommends that the Planning Commission endorse the proposed amendments and forward them onto the City Council with a positive recommendation.

CORRESPONDENCE:

No formal testimony was received.

APPLICANT:

None.

PROPONENTS:

None.

OPPONENTS:

None.

OTHER:

Tim Schauermann:

Mr. Schauermann spoke remotely via Webex stating he has no objections to the City's proposal.

REBUTTAL:

None.

Chair Ruder closed the public hearing at 7:28 p.m.

COMMISSIONER DISCUSSION:

Chair Ruder asked for any questions or discussion regarding the proposal.

Vice Chair Rojas inquired why the residential zoning was moved from high density to medium density. Mr. Reitz stated that no neighbors submitted testimony either way, and at the work session no Commissioners were firm with the area being high density. Chair Ruder agreed that due to the lack of local transit in that area, medium density would fit that area better.

All Commissioners were in agreement that this proposal is more ideal and fits the community better than the previous zoning.

Commissioner Nakajima moved a motion to recommend approval to City Council file number 311-20-000164-PLNG – Amending the City's Comprehensive Plan and Zoning Map to re-designate certain parcels within the Gales Creek Neighborhood Mixed Use zone. Vice Chair Rojas seconded the motion.

Roll Call Vote on Motion: AYES: Chair Ruder; Vice Chair Rojas; Commissioners Sanderson, Redwine, Smith, Nakajima, and Danko. NOES: None. ABSENT: None. MOTION CARRIED 7-0.

(2.) File No. 311-20-000165-PLNG – Legislative amendments to the Forest Grove Development Code pertaining to the Neighborhood Commercial zoning district standards, legal noticing requirements, off-street parking, and miscellaneous minor amendments

Chair Phil Ruder opened the legislative public hearing at 7:34 p.m., reading the hearing procedures and criteria.

Senior Planner James Reitz gave a PowerPoint presentation giving the background as to why the amendments are needed. The Neighborhood Commercial (NC) standards have not been reviewed since 1980 and were overdue for an update including potential building design standards specific to the zone. Other amendments are included in this update for "housekeeping" purposes.

Mr. Reitz explained the proposed changes to the NC zoning: Reducing setbacks, adopt a floor area ratio of 0.4:1 with a 10,000 square foot floor area cap, increasing the residential density from 4.35 DUA to 8.71 DUA.

Mr. Reitz went over the proposed design standards for a commercial building within the NC zone. These design standards would make it so the building would not be a uniform material finish as architectural variation and glazing would be required on the façade. Mr. Reitz showed the Commissioners examples on slides.

Mr. Reitz went over the other Development Code text amendments: Increasing the public noticing requirement for newspaper publication to seven days, encouraging joint access driveways in all commercial zones, removing the additional parking requirement within an ever-changing multi-tenant development, and reducing the length of a head-in parking stall when the stall is adjacent to a walkway or landscape area.

Staff recommends that the Planning Commission endorse the proposed amendments and forward them onto the City Council with a positive recommendation.

CORRESPONDENCE:

None.

APPLICANT:

None.

PROPONENTS:

None.

OPPONENTS:

None.

OTHER:

None.

REBUTTAL:

None.

Chair Ruder closed the public hearing at 7:56 p.m.

COMMISSIONER DISCUSSION:

Chair Ruder asked for any questions or discussion regarding the proposal.

Commissioner Nakajima had some concern regarding the design requirements for commercial buildings within the NC district. Mr. Reitz explained that the application would still come to the Commissioners for site plan approval and could be revised

then. Commissioner Nakajima had some concern regarding the commercial driveway being shared, and Mr. Reitz explained that this would be an agreement between property owners but the Development Code would allow it.

Vice Chair Rojas wondered if the City only circulates a newspaper publication to notify the public of hearings. Mr. Reitz explained that meetings are also posted online and mailed to residents within 300 feet of the site. Mr. Pohl updated Commissioners about the City Council's discussions regarding future alternatives of notification to the Forest Grove community.

Commissioners agreed that the amendments are appropriate. Chair Ruder asked for a motion.

Vice Chair Rojas moved a motion recommending to City Council to adopt the amendments within file number 311-20-000165-PLNG – Legislative amendments to the Forest Grove Development Code pertaining to the Neighborhood Commercial zoning district standards, legal noticing requirements, off-street parking, and miscellaneous minor amendments. Commissioner Nakajima seconded the motion.

Roll Call Vote on Motion: AYES: Chair Ruder; Vice Chair Rojas; Commissioners Sanderson, Redwine, Smith, Nakajima, and Danko. NOES: None. ABSENT: None. MOTION CARRIED 7-0.

C. ACTION ITEMS:
None.

D. WORK SESSION ITEMS:
None.

3. BUSINESS MEETING:

A. APPROVAL OF MINUTES:
Commissioner Nakajima moved to approve the minutes of the July 20th, 2020 meeting. Commissioner Danko seconded. Motion passed 7-0.

B. REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:
None.

C. DIRECTOR'S REPORT:
Senior Planner Dan Riordan informed Commissioners that an annexation and partition will be coming to the Planning Commission November 16th regarding property north of the Silverstone development.

Mr. Reitz informed Commissioners that a 15-unit apartment complex will be coming to the Planning Commission once the application is complete.

Mr. Pohl updated Commissioners regarding the building annex that is being proposed at the City Engineering office site.

D. ANNOUNCEMENT OF NEXT MEETING:

The next meeting is November 16th, 2020 with a possibility of a meeting on November 2nd, 2020.

E. ADJOURNMENT:

The meeting was adjourned at 8:08 p.m.

Respectfully submitted by:

Cassi Bergstrom
Planning Commission Coordinator