



# PLANNING COMMISSION MEETING

Monday, December 15, 2025  
Community Auditorium, 1915 Main Street

---

**Virginia (Ginny) Sanderson - CHAIR**

Seth Berdahl  
Brandon Culbertson  
Tim Farrell

Nicole Ellis  
David Anderson/Jennifer Thompson  
Sarai Rivera

[PC Zoom Meeting Link](#)

Meeting ID: 773 853 4788  
Passcode: 121525

**A. Call to Order**

1. Roll Call

**B. Public Comment:** Time provided for anyone wishing to speak to Planning Commission on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Commissioners present vote to extend the time. Zoom attendees may use the “Raise Hand” option to be called on.

1. Written Public Comment

**C. Additions/Deletions**

**D. Public Hearings**

1. Recommendation to City Council for proposed Forest Grove Development Code Text Amendments (File Number 311-25-000025-PLNG)

**E. Work Session**

1. Forest Grove Severe Rent Burden Update

**F. Business Meeting**

1. Approval of Minutes from 6/2/25
2. Approval of Minutes from Work Session 9/15/25
3. Directors Report: Bryan Pohl
4. Announce next meeting: TBD

## **G. Adjournment**

**Americans with Disabilities Act (ADA) Notice:** The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, [mwoods@forestgrove-or.gov](mailto:mwoods@forestgrove-or.gov), at least 48-hours in advance of the meeting.



# Forest Grove Code Text Amendments Staff Report and Recommendation

Community Development Department, Planning Division

|                                           |                                                                                                                                                                                                                                                         |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>REPORT DATE:</b>                       | December 8, 2025                                                                                                                                                                                                                                        |
| <b>HEARING DATE:</b>                      | December 15, 2025                                                                                                                                                                                                                                       |
| <b>REQUEST:</b>                           | Text amendments to the Forest Grove Development Code. Proposed amendments include modifications to height restrictions and setbacks for Industrial zones, Residential unbundling of parking, along with other miscellaneous provisions and definitions. |
| <b>FILE NUMBER:</b>                       | 311-25-000025-PLNG                                                                                                                                                                                                                                      |
| <b>PROPERTY LOCATION:</b>                 | Not applicable                                                                                                                                                                                                                                          |
| <b>LEGAL DESCRIPTION:</b>                 | Not applicable                                                                                                                                                                                                                                          |
| <b>APPLICANT:</b>                         | City of Forest Grove                                                                                                                                                                                                                                    |
| <b>APPLICABLE STANDARDS AND CRITERIA:</b> | City of Forest Grove Development Code:<br>§17.1.700 et. seq. <i>Legislative Land Use Decision</i><br>§17.2.600 et. seq. <i>Development Code Text Amendment</i>                                                                                          |
| <b>REVIEWING STAFF:</b>                   | Matt Johnson, AICP, Senior Planner<br>Bryan Pohl, Community Development Director                                                                                                                                                                        |
| <b>RECOMMENDATION:</b>                    | Staff recommends approval of the proposed amendments listed in attached Exhibits A-E, as well as any revisions found appropriate by the Planning Commission.                                                                                            |

## I. BACKGROUND

The City of Forest Grove Development Code was adopted in 2009. Occasionally, it is necessary to update the code to reflect changes in state rules, policies, and definitions.

The Community Development Department held a Work Session with the Planning Commission on September 15, 2025 to discuss the proposed code amendments.

Post Acknowledgement Plan Amendment (PAPA) notice of this proposal was provided to the Department of Land Conservation and Development (DLCD) on October 13, 2025. Measure 56 notice was mailed to industrial zoned property owners on October 28, 2025, and notice of this proposal was published in the *News Times* on November 7, 2025. As of the date of this report, no comments have been received in response to these notices.

## II. PROPOSED AMENDMENTS

Each exhibit listed below refers to a specific section of the Development Code. Proposed new text located within each exhibit attached are **bolded**, while text proposed to be deleted in the exhibits are ~~struck through~~. Below are summaries of the proposed amendments.

### Exhibit A: Industrial Zone Development Standards

- Creates new height restrictions and setbacks where there are currently none.

### Exhibit B: Residential Development Code Revisions

- Revised definition of building height, clarification of Townhome setback requirements, revisions to ADU standards, addition of comprehensive plan target densities, and clarification of historic review garage standards.

### Exhibit C: Non-Residential Use Regulations

- Allow office uses within an NMU zone, and revised definitions for “Building” and “Structure”.

### Exhibit D: Non-Residential Development Standards

- Revise and clarify landscape and buffer and screening standards, Update state-revised statute number for cannabis facilities, and revise sidewalk construction standards.

### Exhibit E: Mandatory Adjustments

- Revise Adjustments to incorporate State-required Mandatory Adjustments.

## III. APPROVAL CRITERIA AND FINDINGS

Development Code §17.2.630, *Review Criteria*, lists two standards to be satisfied to adopt a text amendment:

### **A. The text amendment is consistent with relevant goals and policies of the Forest Grove Comprehensive Plan:**

Finding: The proposed amendments refine development standards and definitions to maintain consistency with the City’s Comprehensive Plan. The Comprehensive Plan establishes a coordinated framework of policies addressing the quantity, quality, and location of future urban development in and around Forest Grove, ensuring that growth occurs in areas most appropriate for development.

**B. The text amendment is consistent with relevant statewide planning goals and plans:**

**Statewide Planning Goal 1: Citizen Involvement**

It is the purpose of this Goal to develop a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.

Finding: The Planning Commission's work session on the proposed amendments and the City's development code legislative process ensure the opportunity for public engagement.

**Statewide Planning Goal 2: Land Use Planning**

It is the purpose of this Goal to establish a land use planning process and policy framework as a basis for all decisions and actions related to the use of land and to assure an adequate factual base for such decisions and actions.

Finding: The development of the proposed amendments has followed the City's established land use planning process and included public meetings and work sessions, public outreach through information on the city's website, and opportunities for public comment. The proposed development code amendments help meet state goals regarding land use planning.

**Statewide Planning Goal 5: Natural Resources, Scenic & Historic Areas, & Open Spaces**

It is the purpose of this Goal to protect natural resources and conserve scenic and historic areas and open spaces.

Finding: The proposed text amendments do not apply to goals and policies in the City's Comprehensive Plan pertaining to the protection of natural resources and conservation of scenic and historic areas and open spaces.

**Statewide Planning Goal 6: Air, Water and Land Resources Quality**

This Goal instructs local governments to consider the protection of air, water, and land resources from pollution and pollutants when developing comprehensive plans.

Finding: The proposed text amendments are not applicable to goals and policies in the City's Comprehensive Plan pertaining to the protection of air, water, and land resources from pollution and pollutants.

**Statewide Planning Goal 7: Natural Hazards**

This Goal requires local comprehensive plans to address Oregon's natural hazards.

Finding: The proposed text amendments are not applicable to the identified natural hazards within the Forest Grove community.

**Statewide Planning Goal 8: Recreational Needs**

It is the purpose of this Goal to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities.

Finding: The proposed text amendments are not applicable to recreational needs within the Forest Grove community. The City has adopted Parks and Recreation Master Plan.

**Statewide Planning Goal 9: Economic Development**

The purpose of Goal 9 planning is to make sure cities and counties have enough land available to realize economic growth and development opportunities.

Finding: The proposed text amendments would continue to allow development and redevelopment of property. Therefore, the proposed amendments meet the intent of Goal 9, Economic Development.

**Statewide Planning Goal 10: Housing**

The purpose of this Goal is to make sure that a community has adequate housing supply for the twenty-year planning period through a range of densities to choose from and serves people at a variety of income levels.

Finding: The proposed text amendments will allow housing to continue to be supported, and should not further prohibit opportunities for additional housing. Therefore, the proposed amendments meet the intent of Goal 10, Housing.

**Statewide Planning Goal 11: Public Facilities and Services**

It is the purpose of this Goal to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Finding: The proposed amendments are consistent with the City's Comprehensive Plan and, therefore, this goal.

**Statewide Planning Goal 12: Transportation**

This Goal requires cities, counties, and the state to create a transportation system plan that considers all relevant modes of transportation: mass transit, air, water, rail, highway, bicycle and pedestrian.

Finding: The City has an adopted Transportation System Plan (TSP), and the proposed amendments are not applicable to the to the State's Transportation Goal.

**Statewide Planning Goal 13: Energy**

This Goal requires local governments to consider the effects of its comprehensive planning decision on energy consumption.

Finding: The proposed amendments are consistent with the City's Comprehensive Plan and, therefore, this goal.

**Statewide Planning Goal 14: Urbanization**

The purpose of this goal is to ensure land inside a UGB, is considered urbanizable. A city must plan to include a twenty-year supply of land for housing, employment, industry, open space and recreational needs. A UGB should also provide plans for transition from urban to rural land uses to avoid conflicts and encourage efficient use of the land to provide more livable, walkable, and densely built communities.

Finding: The proposed amendments are consistent with the City's Comprehensive Plan and, therefore, this goal.

**The following State Land Use Goals are not applicable to this proposal:**

**Goal 3: Agricultural,**

**Goal 4: Forest Lands,**

**Goal 15: Willamette River Greenway,  
Goal 16: Estuarine Resources,  
Goal 17: Coastal Shorelands,  
Goal 18: Beaches and Dunes; and  
Goal 19: Ocean Resources**

**Metro Regional Framework Plan**

The Functional Framework Plan Six Outcomes are statements adopted by the Metro Council that synthesize the 2040 Growth Concept and regional policies.

1. People live, work, and play in vibrant communities where their everyday needs are easily accessible.
2. Current and future residents benefit from the region's sustained economic competitiveness and prosperity.
3. People have safe and reliable transportation choices that enhance their quality of life.
4. The region is a leader in minimizing contributions to global warming.
5. Current and future generations enjoy clean air, clean water, and healthy ecosystems.
6. The benefits and burdens of growth and change are distributed equitably.

Finding: The proposed amendments are consistent with the City's Comprehensive Plan; therefore, the amendment is consistent with the 2040 Growth Concept and regional policies.

#### IV. ALTERNATIVES

The Planning Commission may recommend that the City Council approve the proposals as submitted, approve them with modifications, or the Commission may continue deliberations to a date certain.

#### V. RECOMMENDATION

Based on the findings above, staff recommends approval of the proposed amendments listed in attached Exhibits A-E, as well as any revisions found appropriate by the Planning Commission.

#### VI. LIST OF EXHIBITS

The following exhibits were received, marked, and entered into the record as evidence for this application at the time this staff report was written. Exhibits received after the date of this report will be marked beginning with the next consecutive letter and will be entered into the record at the time the public hearing is opened, prior to oral testimony.

|                  |                                               |
|------------------|-----------------------------------------------|
| <b>Exhibit A</b> | <u>Industrial Zone Development Standards</u>  |
| <b>Exhibit B</b> | <u>Residential Development Code Revisions</u> |
| <b>Exhibit C</b> | <u>Non-Residential Use Regulations</u>        |
| <b>Exhibit D</b> | <u>Non-Residential Development Standards</u>  |
| <b>Exhibit E</b> | <u>Mandatory Adjustments</u>                  |

## Exhibit “A”

### § 17.3.530 INDUSTRIAL ZONE DEVELOPMENT STANDARDS.

| Table 3-13: Industrial Zone Dimensional Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                             |                                                                             |                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------|
| STANDARD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | LI                                                                          | GI                                                                          | BIP                                                         |
| Table 3-13: Industrial Zone Dimensional Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                             |                                                                             |                                                             |
| STANDARD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | LI                                                                          | GI                                                                          | BIP                                                         |
| Minimum Lot Size                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 10,000 square feet                                                          | 10,000 square feet                                                          | 20,000 square feet                                          |
| Minimum Lot Width                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100 feet                                                                    | 100 feet                                                                    | 100 feet                                                    |
| Minimum Lot Depth                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | None                                                                        | None                                                                        | None                                                        |
| Minimum Yard Setbacks [1]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <del>None</del> Front : 10 feet<br>Interior side: 10 feet<br>Rear : 10 feet | <del>None</del> Front : 10 feet<br>Interior side: 10 feet<br>Rear : 10 feet | Front : 20 feet<br>Interior side: 10 feet<br>Rear : 10 feet |
| Maximum Building Height [2] [3]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <del>None</del> 45 feet                                                     | <del>None</del> 45 feet                                                     | 45 feet                                                     |
| Maximum Building Coverage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                             |                                                                             | 50%                                                         |
| Minimum Landscaping                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                             |                                                                             | 15%                                                         |
| Footnotes:<br>[1] A setback and buffer may be required where a LI or GI boundary abuts a less intensive zone. See screening and buffering standards in Article 8. <del>When an industrial site is separated from a residential zone by either a dedicated public street, or a railroad main line or spur track, no setback shall be required in that yard adjacent to the residential zone.</del><br><b>Additionally, all buildings shall maintain a minimum setback of 50 feet from any residential zone.</b><br>[2] Building height unlimited per the Building Code with the installation of a sprinkler system approved by the Forest Grove Fire Department in all buildings over two stories.<br>[3] <b>The maximum height of 45 feet may be increased with increased setbacks (1 foot additional height per 1 additional foot of building setback)</b> |                                                                             |                                                                             |                                                             |

## Exhibit “B”

### § 17.3.130 RESIDENTIAL DEVELOPMENT STANDARDS.

E. *Building height.* Building height standards are used to establish a compatible building scale. This can help to create a harmonious visual setting and helps to bring about a successful mixing of diverse housing types.

1. Buildings in the SR, R-7, R-5 and RM Zones are limited to a maximum height of ~~two and one-half stories or 35 feet, whichever is less.~~ Accessory buildings are limited to a maximum height of ~~one and one-half stories or 25 feet, whichever is less.~~
2. Buildings in the RH Zone are limited to a maximum height of ~~three stories or 45 feet, whichever is less.~~ A step-down in building heights may be required for multi-family building(s) that abut a lower density residential zone. The need for a step down in building heights to provide privacy, access to sunlight and a transition between zones shall be evaluated in the Design Review Process.
3. A chimney, radio or television antenna , or device designed for the collection and/or generation of energy from the sun and/or wind may exceed the building height limit by a maximum of 15 feet.
4. Church steeples may exceed 35 feet in height through a Type II process. The maximum height is 15 feet above the building height limit in any location allowed by other requirements of the zone district. Church steeples may go to a maximum total height of 75 feet provided that setbacks of one foot for each one foot in height from the property line are maintained.

### § 17.3.130 RESIDENTIAL DEVELOPMENT STANDARDS.

| Table 3-5: Minimum Setback Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                        |                                    |                                                                          |                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|--------------------------------------------------------------------------|-------------------------------------------|
| Housing Type                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Front Yard to Dwelling | Front Yard to Garage/ Parking Area | Interior Side Yard                                                       | Rear Yard                                 |
| Duplex                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 14 feet                | 20 feet                            | 5 feet                                                                   | 15 feet                                   |
| Single-unit Attached/townhouse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 12 feet                | 20 feet                            | 0 feet common wall construction 5 feet exterior wall at end of structure | 0 feet adjacent to alley 10 feet no alley |
| Triplex and quadplex                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 12 feet                | 20 feet                            | 5 feet                                                                   | 10 feet                                   |
| Cottage clusters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 12 feet                | 20 feet                            | 5 feet                                                                   | 10 feet                                   |
| Courtyard housing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 12 feet                | 20 feet                            | 5 feet                                                                   | 10 feet                                   |
| Multi-unit structures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 12 feet                | 20 feet                            | 5 feet                                                                   | 10 feet                                   |
| [1] The side yard setback for attached single-unit dwellings /townhomes shall be a minimum of zero feet at common walls and five feet <del>or one foot for each three feet of building height</del> at the eave line, from the end of the unit series. Unless approved by the Director, the dwellings shall be arranged on lots in a manner that the non-zero setback portion for one lot shall be adjacent to the non-zero setback portion on the adjoining lot in order to provide greater continuous open space. |                        |                                    |                                                                          |                                           |

### ACCESSORY DWELLING UNITS

#### § 17.7.010 PROCEDURE.

An ~~Applicant~~ application for an accessory dwelling unit shall be reviewed by the Director under the Type I procedure.

#### § 17.7.015 STANDARDS.

One accessory dwelling unit may be allowed in conjunction with a single-family dwelling by conversion of an existing space, by means of an addition, or as an accessory structure - including a manufactured home - on the same lot with an existing dwelling, subject to the following standards and limitations:

- A. Manufactured home ADUs are not allowed in historic districts;

## Exhibit “B”

B. Any addition shall not increase the gross floor area of the original dwelling by more than ~~40%~~ **20%**;

C. The ~~gross~~ **ground** floor area of the accessory dwelling unit shall not exceed 720 square feet. However, accessory dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the accessory dwelling would exceed 720 square feet;

D. ADUs may not be constructed from portable metal structures that require no assembly, such as shipping containers;and

E. The accessory dwelling unit shall comply with applicable fire and life safety codes.

### § 17.3.110 LIST OF RESIDENTIAL ZONES.

A. Suburban Residential SR. The SR zone is intended for development of housing at a target density of 1.0 dwelling unit per net acre . Detached single-family housing will be the predominant housing type in this zone. Accessory dwelling units are also permitted subject to the density limitations of the zone. A limited range of compatible non-residential uses such as parks and schools are permitted or allowed with conditional use permit approval.

B. Residential R-7. The R-7 zone is intended for development of a variety of housing types including single-unit detached, accessory dwelling units , duplexes , threeplexes, quadplexes , townhomes and cottage clusters, **with a target density of 6.22 dwelling units per net acre.** Detached single-family housing will likely be the predominant housing type in this zone. A limited range of compatible non-residential uses such as parks and schools are also permitted or allowed with conditional use permit approval.

C. Residential R-5. The R-5 zone is intended for development of a variety of housing types including single-unit detached, accessory dwelling units , duplexes , threeplexes, quadplexes , townhomes and cottage clusters, **with a target density of 6.22 dwelling units per net acre.** Detached single-family housing will likely be the predominant housing type in this zone. A limited range of compatible non-residential uses such as parks and schools are also permitted or allowed with conditional use permit approval.

D. Residential Medium RM. The RM zone is intended for development of single-unit detached, single unit attached and small multi-unit dwellings . homes on small lots, **with a target density of 12 dwelling units per net acre.** A limited range of compatible non-residential uses such as parks and schools are also permitted or allowed with conditional use permit approval. The RM zone functions as a transition zone between the lower density residential zones and the higher intensity residential and non-residential zones.

E. Residential High RH. The RH zone is intended for development of multi-unit residential buildings, **with a target density of 20.28 dwelling units per net acre.** This zone also allows small lot single-unit homes. RH zoning is generally applied near transit streets and adjacent to commercial districts. The RH zone also allows a limited range of non-residential uses to help provide services for residents and enhance the quality of the higher density neighborhood.

### § V FOCUS AREA HISTORIC DISTRICT DESIGN GUIDELINES OUTBUILDINGS AND GARAGES TRACK 1 STANDARDS

#### Related Code Standards

- New garages and accessory buildings shall be historically consistent with the primary building in style, size, materials, and roof.
- Replacement garages: Retain and repair over replacement for both structure and materials.
- Location and Orientation: Where an alley exists, locate the garage for alley access. Garages and outbuildings shall be located in the rear where possible. Garages may be located in the side yard or may be attached if recessed behind the primary building face by a minimum of six feet and if meeting the side yard setback and spacing requirements.

## Exhibit “B”

- Garage Doors: Total width is limited to  $\frac{2}{3}$  of the primary building face width if facing a street. Height is limited to eight feet. Construction, style and materials shall be consistent with the main building. A maximum of one double garage door or two single doors facing the street is allowed per 50 feet of lot width. No width constraint if facing the alley.
- Carports and Breezeways: Carports are allowed where consistent with the building style and age. Breezeways may be used for connection to garages, carports or out-buildings. Design of these structures must be consistent with the primary building in style, size, construction, materials, detail and color.
- Gazebos and Pergolas are not allowed on the front or in the front yard. See §17.7.020.
- Materials and Types Not Allowed: Flush, open grate-mesh, and mostly glass garage doors.

### § 17.8.1000 COVENANTS, CONDITIONS AND REQUIREMENTS.

Where proposed, Covenants, Conditions and Requirements (CC & Rs) shall:

A. Be reviewed and approved by the Community Development Director prior to approval of a final partition , final plat, final planned development review or, if none of the above, prior to the approval of the first planning permit required for the development. **The City does not enforce CC & R's.**

B. The CC & Rs shall not violate any city ordinance requirements unless modified by city approval of the project and shall include at a minimum:

1. Where applicable, summary of any hazard analysis performed as part of the project approval pursuant to §§17.8.300 et seq. and any recommendations or requirements from that analysis to obtain a building permit ;
2. Provisions to adequately maintain any common area including but not necessarily limited to identification of the party responsible for maintaining the area and sufficient annual funding to conduct necessary maintenance;
3. Any other provisions required by conditions of approval; and
4. A section that states those provisions in the CC & Rs required by the city can't be changed or deleted without approval by the Community Development Director.

## Exhibit “C”

### § 17.3.320 USE REGULATIONS.

| <i>Table 3-8 Commercial and Mixed-Use Zones Use Table</i> |       |           |            |
|-----------------------------------------------------------|-------|-----------|------------|
| USE CATEGORY                                              | NC    | CC        | NMU        |
| <b>COMMERCIAL</b>                                         |       |           |            |
| Commercial Lodging                                        | N     | L [5][20] | L [15][20] |
| Eating and Drinking Establishments                        | L[6]  | P         | L[15]      |
| Entertainment – Oriented:                                 |       |           |            |
| - Major Event Entertainment                               | N     | C         | N          |
| - Outdoor Entertainment                                   | N     | C         | N          |
| - Indoor Entertainment                                    | N     | P         | L[15]      |
| General Retail:                                           |       |           |            |
| - Sales-Oriented                                          | L[7]  | L[7]      | L[15]      |
| - Personal Services                                       | P     | P         | L[15]      |
| - Repair-Oriented                                         | P     | P         | L[15]      |
| - Bulk Sales                                              | N     | P         | N          |
| - Outdoor Sales                                           | L[8]  | L[8]      | L[15]      |
| - Animal-Related                                          | N     | P         | N          |
| Medical Centers                                           | N     | L[12]     | N          |
| Motor Vehicle Related:                                    |       |           |            |
| - Motor Vehicles Sale/Rental                              | N     | L[9]      | N          |
| - Motor Vehicle Servicing/Repair                          | N     | P         | L[16]      |
| - Motor Vehicle Fuel Sales                                | P[10] | P         | N          |
| Non-Accessory Parking                                     | N     | P         | N          |
| Office                                                    | L[17] | L[17]     | L[16][17]  |
| Self-Service Storage                                      | N     | C         | N          |

### § 17.12.210 MEANING OF SPECIFIC WORDS AND TERMS.

B8. ***BUILDING.*** ~~That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.~~ **A walled and roofed structure including a gas or liquid storage tank that is principally above ground.**

S10. ***STRUCTURE.*** ~~A walled and roofed building including a gas or liquid storage tank that is principally above ground.~~ **That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner**

## Exhibit “D”

### § 17.8.425 BUFFERING AND SCREENING STANDARDS.

| Table 8-2: Buffer Matrix Proposed Use                                                     |                                            |                                                             |                                                  |                                                        |                                         |                                 |
|-------------------------------------------------------------------------------------------|--------------------------------------------|-------------------------------------------------------------|--------------------------------------------------|--------------------------------------------------------|-----------------------------------------|---------------------------------|
| Development Site -> Abutting Use                                                          | Single Units, Detached; Manufactured Units | Attached Single Units and Multifamily , 1-5 Units; Duplexes | Attached Single Units and Multifamily , 5+ Units | Commercial and Institutional Zones (NC, CC, INST) Uses | <del>Town Center Zones (TCC, TCT)</del> | Industrial Zones (LI, GI,) Uses |
| Detached Single Units; Manufactured Units                                                 | -                                          | A                                                           | C                                                | D                                                      | G                                       | E                               |
| Attached Single Units and Multi-family , 1-5 Units, Duplexes                              | A                                          | -                                                           | B                                                | D                                                      | G                                       | E                               |
| Attached Single Units and Multi-family , 5+ Units                                         | A                                          | A                                                           | -                                                | D                                                      | G                                       | E                               |
| Commercial Zones (NC, CC) and Institutional Uses                                          | C                                          | C                                                           | C                                                | -                                                      | -                                       | D                               |
| <del>Town Center Zones (TCC, TCT)</del>                                                   | G                                          | G                                                           | G                                                | -                                                      | -                                       | D                               |
| Industrial Zones (LI, GI) Uses                                                            | D                                          | D                                                           | D                                                | B                                                      | -                                       | -                               |
| Note: See Table 8-3 for alternative combinations for meeting these screening requirements |                                            |                                                             |                                                  |                                                        |                                         |                                 |

| Table 8-3 Buffer Combinations for Landscaping and Screening [1] |         |                      |                                   |                         |                         |
|-----------------------------------------------------------------|---------|----------------------|-----------------------------------|-------------------------|-------------------------|
|                                                                 | Options | Minimum Width (feet) | Trees (per linear feet of buffer) | Shrubs or Groundcover   | Screening               |
| A                                                               | --      | 10                   | --                                | Lawn/living groundcover | --                      |
| B                                                               | --      | 10                   | 20' min/30' max spacing           | Lawn/living groundcover | --                      |
| C                                                               | 1       | 10                   | 15' min/30' max spacing           | Shrubs                  | 4' hedges               |
|                                                                 | 2       | 8                    |                                   | Shrubs                  | 5' fence                |
|                                                                 | 3       | 6                    |                                   | Shrubs                  | 6' wall                 |
| D                                                               | 1       | 20                   | 10' min/20' max spacing           | Shrubs                  | 6' hedge                |
|                                                                 | 2       | 15                   |                                   | Shrubs                  | 6' fence                |
|                                                                 | 3       | 10                   |                                   | Shrubs                  | 6' wall                 |
| E                                                               | 1       | 30                   | 10' min/20' max spacing           | Shrubs                  | 6' hedge or fence       |
|                                                                 | 2       | 25                   |                                   | Shrubs                  | 5' earthen berm or wall |

[1] Buffers are not required between abutting uses that are not of a different type when the uses are separated by a street .Adjustments from these requirements can be obtained; see Article 2.

[2] 17.8.425(b)3) applies in addition to the buffer combinations within Table 8-3.

## Exhibit “D”

### § 17.8.620 SIDEWALKS.

A. Sidewalks required. Sidewalks shall be constructed, replaced or repaired to city design standards as set forth in the standard specifications manual and located as follows:

1. On both sides of arterial and collector streets to be built at the time of street construction, **unless determined by the City Engineer to be installed on a later date certain**;
2. On both sides of all other streets and in pedestrian easements and rights-of-way, except as provided further in this section, to be constructed along all portions of the property designated for pedestrian ways in conjunction with development of the property; and
3. On one side of any industrial street to be constructed at the time of street construction or after determination of curb cut locations.

### § 17.8.1100 GENERAL STANDARDS FOR ALL CANNABIS FACILITIES.

A. The application shall demonstrate compliance with the locational requirements of O.R.S. Chapter ~~475B~~ **475C** and must maintain State certification at all times.

B. Cannabis-related activities are prohibited on publicly-owned lands.

C. Entrances and off-street parking areas shall be well-lit and not visually obscured from public view/right-of-way. Landscaping shall be continuously maintained to provide clear lines of sight from public rights-of-way to all building entrances. Interior building lighting, exterior building lighting and parking area lighting shall be of sufficient foot-candles and color rendition so as to allow the ready identification of any individual at a distance of no less than 40 feet. Exterior lighting shall be provided in accordance with required security measures and shall be continuously maintained.

D. The facility must provide for secure disposal or render impotent cannabis remnants or byproducts, or items with cannabis residue of any kind.

E. All hazardous materials shall be stored and processed in a manner approved by the City Fire Marshal. Hazardous waste shall be disposed of properly through a properly licensed solid waste disposal or recycling facility.

F. A pre-application conference and conditional use approval (§§ 17.1.200 et seq.) is required for any cannabis producer , processor , wholesaler or testing laboratory. A neighborhood meeting may be required as part of the pre-application process pursuant to §§ 17.1.220 et seq.

G. The city shall not issue any other permit for development until final Conditional Use approval has been granted.

H. Any person or property in violation of §§ 17.8.1100 et seq. is subject to abatement and assessment by the city under the abatement procedures set forth in §§ 91.050 through 91.054.

## Exhibit “E”

### ADJUSTMENT § 17.2.110 PROCEDURE.

**A. Excluding mandatory adjustments for housing development projects,** Requests for changes of less than 10% of the setback, height or lot coverage standard shall follow the Type I process.

**B. Excluding mandatory adjustments for housing development projects,** Requests for changes from 10% to 20% of the setback, height or lot coverage standard shall follow the Type II process.

**C. Mandatory adjustments for a housing development project shall be approved if:**

1. An adjustment is requested up to 10% of a rear or side setback;
2. An adjustment is requested up to 25% of a minimum common area, minimum open space, and/or landscaping area requirement;
3. An adjustment is requested to minimum parking requirements;
4. An adjustment is requested for minimum lot sizes, not more than a 10 percent adjustment, and including not more than a 10 percent adjustment to lot widths or depths;
5. An adjustment is requested for maximum lot sizes, not more than a 10 percent adjustment, including not more than a 10 percent adjustment to lot width or depths and only if the adjustment results in:
  - (A) More dwelling units than would be allowed without the adjustment; and
  - (B) No reduction in density below the minimum applicable density.
6. An adjustment is requested for building lot coverage requirements for up to a 10 percent adjustment;
7. An adjustment is requested for manufactured dwelling parks, middle housing as defined in ORS 197A.420, multifamily housing and mixed-use residential housing;
  - (A) Requirements for bicycle parking that establish:
    - (i) The minimum number of spaces for use by the residents of the project, provided the application includes at least one-half space per residential unit; or
    - (ii) The location of the spaces, provided that lockable, covered bicycle parking spaces are within or adjacent to the residential development;
  - (B) For uses other than cottage clusters, as defined in ORS 197A.420 (1)(c)(D), building height maximums that:
    - (i) Are in addition to existing applicable height bonuses, if any; and
    - (ii) Are not more than an increase of the greater of:
      - (I) One story; or
      - (II) A 20 percent increase to base zone height with rounding consistent with methodology outlined in city code, if any;
  - (C) Unit density maximums, not more than an amount necessary to account for other adjustments under this section; and
  - (D) Prohibitions, for the ground floor of a mixed-use building, against:
    - (i) Residential uses except for one face of the building that faces the street and is within 20 feet of the street; and
    - (ii) Nonresidential active uses that support the residential uses of the building, including lobbies, day care, passenger loading, community rooms, exercise facilities, offices, activity spaces or live-work spaces, except for active uses in specifically and clearly defined mixed use areas or commercial corridors designated by local governments.
8. An adjustment is requested for the following design standards:
  - (A) Façade articulation, materials, color, or pattern
  - (B) Roof forms and materials
  - (C) Entry and Garage Door Materials
  - (D) Garage Door Articulation, unless the building is adjacent to or across from a public park
  - (E) Window materials, except for bird-safe glazing requirements
  - (F) Total window area, for up to a 30 percent adjustment, provided the application includes at least 12 percent of the total facade as window area.
  - (G) For manufactured dwelling parks, middle housing as defined in ORS 197A.420, multifamily housing and mixed-use residential:
    - (i) Building orientation requirements, not including transit street orientation requirements.
    - (ii) Building height transition requirements, not more than a 50 percent adjustment from the base zone.

## Exhibit “E”

### (iii) Requirements for balconies and porches

### (iv) Requirements for recesses and offsets

~~C.D. Requests for changes to standards other than the provisions of this section setback, height or lot coverage, or which are for more than 20% of the setback, height or lot coverage standard are processed as variances under § 17.2.700.~~

#### § 17.2.120 REVIEW CRITERIA.

##### A. Type I Adjustment Process.

1. The requested adjustment is for less than 10% of the setback, height or lot coverage standard; and
2. Granting an adjustment shall be consistent with the purpose of the affected zoning.

##### B. Type II Adjustment Process.

1. The requested adjustment is from 10% to 20% of the setback, height or lot coverage standard;
2. Granting the adjustment will be consistent with the purpose of the affected zoning district or meet or exceed the purpose of the standard to be modified;
3. If in a residential zone, the adjustment will not significantly detract from the livability or appearance of the residential area. If in a commercial or industrial zone, the adjustment will be consistent with the desired character of the area;
4. If more than one adjustment is requested, the cumulative effect of the adjustments shall result in a project which is consistent with the overall purpose of the zone; and
5. Any impacts resulting from the adjustment are mitigated to the extent practical.

#### § 17.12.210 MEANING OF SPECIFIC WORDS AND TERMS

**H3. HOUSING DEVELOPMENT PROJECT.** In relation to SB1537 Section 38 Mandatory Adjustments, a housing development project is a proposed residential project with a minimum net density of 6 units per acre.



# Development Code Updates

Planning Commission  
Meeting 12/15/25

Matt Johnson, AICP  
Senior Planner

# PURPOSE

- To consider text amendments (Exhibits A-E) to the Forest Grove Development Code about establishing height and setback limitations for industrial zones, revisions to residential and non-residential standards, and a State mandate regarding mandatory adjustments.
- 2040 Vision Plan: Continue to implement and revise local standards that support the community's long-term goals for sustainable growth, livability, and thoughtful development that reflect the vision and priorities identified by Forest Grove residents.

# BACKGROUND

- The Planning Commission held a work session to discuss proposed code revisions on September 15, 2025.
- Post Acknowledgement Plan Amendment (PAPA) notice of this proposal was provided to the Department of Land Conservation and Development (DLCD) on October 13, 2025.
- Measure 56 notice was mailed to industrial zoned property owners on October 28, 2025.
- Notice of this meeting and the succeeding City Council meeting was published in the NewsTimes on November 7, 2025.
- There have been no formal comments or responses from the public.

# SPECIFIC PROVISIONS

## Exhibit A- Industrial Zone Development Standards:

- Creates new height restrictions and setbacks where there are currently none.

## Exhibit B- Residential Development Code Revisions:

- Revised definition of building height, clarification of Townhome setback requirements, revisions to ADU standards, addition of comprehensive plan target densities, and clarification of historic review garage standards.

# SPECIFIC PROVISIONS

## Exhibit C- Non-Residential Use Standards:

- Allow office uses within a Neighborhood Mixed Use (NMU) zone, and revised definitions for “Building” and “Structure”.

## Exhibit D- Non-residential Development Standards:

- Revise and clarify landscape and buffer and screening standards, Update state-revised statute number for cannabis facilities, and revise sidewalk construction standards.

# SPECIFIC PROVISIONS

## Exhibit E- Mandatory Adjustments:

- Revise Adjustments to incorporate State-required Mandatory Adjustments.

# CONCLUSION

Staff recommendation of approval is based on the approval criteria and staff findings found within the Staff Report.

Questions?



# **2025 SEVERE RENT BURDEN WORK SESSION**

Dan Riordan | Senior Planner  
Planning Commission Meeting 12|15|25

# AGENDA

Work Session Purpose

---

Definitions

---

City Council Goal & Forest Grove Forward Vision

---

Definitions & Severe Rent Burden Overview

---

Causes and Consequences of Severe Rent Burden

---

Barriers to Reducing Rent Burden

---

Possible Solutions for Reducing Severe Rent Burden

---

Housing Capacity Analysis

---

Discussion

---

# WORK SESSION PURPOSE

---

3

**HB 4006, approved by the Oregon legislature in 2018, requires that a city with a severe rent burden must discuss three aspects of severe rent burden during a public meeting:**

- The causes and consequences of severe rent burden**
- Barriers to reducing severe rent burden**
- Possible solutions for resolving severe rent burden**

**This work session will also update the Commission on work related to preparing a Housing Capacity Analysis (HCA) for Commission review and City Council adoption.**

# CITY COUNCIL GOAL

---

4

**Addressing the City's housing needs is a City Council priority as reflected in the City Council's goal objectives for 2025:**

**Goal: Address long-term growth, support housing, and economic stability.**

**Objective: Update, adopt and implement the Comprehensive Plan.**

**Objective: Develop and publish ADU toolkit.**

# FOREST GROVE FORWARD

---

5

**Forest Grove forward is a community vision that describes the way we want our community to look, feel and function over the next fifteen years.**

**The Forest Grove Forward includes a community vision and goals, objectives and actions for:**

- Economy**
- Community Growth**
- Health & Active Community**
- Community Connections**

# FOREST GROVE FORWARD

---

6

**Community Growth addresses rent burden. The related action is:**

**Action 2.2 Address rent burden in the community by expanding opportunities for affordable housing development.**

# DEFINITIONS

---

7

**Comprehensive Plan:** Defined by state statute and means a generalized, coordinated land use map and policy statement of the governing body of a local government that interrelates activities relating to the use of land with sewer and water systems, transportation systems, educational facilities, recreational facilities, and natural resources

**Gross rent:** the total amount a tenant pays for property and usually includes base rent, utilities, and property operating expenses charged by a property owner.

# DEFINITIONS

---

8

**Housing Capacity Analysis:** An assessment of the number of needed housing units that can be developed on buildable lands within the 20-year planning period based on the land's comprehensive plan designations and land capacity for housing development and redevelopment.

**Overall rent burden:** A household is considered rent burdened when a household pays more than 30% of household income on gross rent.

# DEFINITIONS

---

9

**Severe rent burden: A household is considered to be rent burdened when a household pays more than 50% of household income on gross rent.**

**A city is severely rent burdened when 25% or more of renter households in the city spend more than 50% of household income on gross rent.**

# SEVERE RENT BURDEN OVERVIEW

---

1  
0

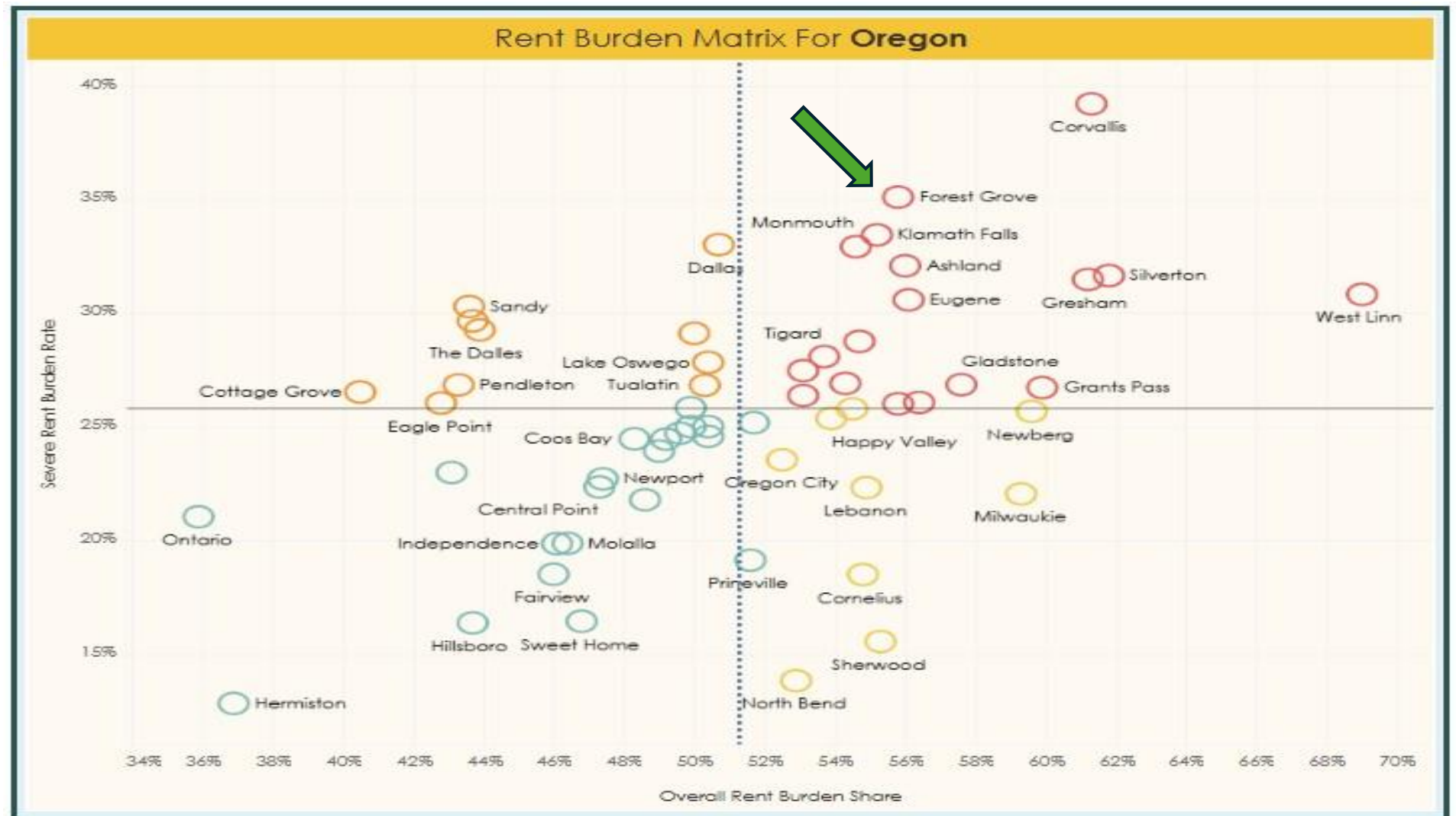
**FG severe rent burden rate is estimated at 35%. This is the second highest severe rent burden in the state.**

**The overall Rent Burden Share in Forest Grove is about 56%.**

**Source: Oregon Department of Housing and Community Services Equity Indicators  
Dashboard: [OHNA Housing Equity Indicators Dashboard\\_V1 | Tableau Public](#)**

# SEVERE RENT BURDEN OVERVIEW

1  
1



Source: Oregon Department of Housing and Community Services Online Equity Indicators Dashboard

# CAUSES & CONSEQUENCES

1  
2

## Demographic and Socio-Economic Factors

| Factor             | Forest Grove | Washington County | Oregon   |
|--------------------|--------------|-------------------|----------|
| Median Age         | 34.6         | 38.5              | 40.8     |
| Median Gross Rent  | \$1,393      | \$1,898           | \$1,597  |
| Median Income      | \$81,998     | \$107,378         | \$85,998 |
| Poverty Percentage | 13.4%        | 8.4%              | 11.8%    |
| Employment Rate    | 61.0%        | 66.5%             | 59.8%    |

Source: US Census Bureau, American Community Survey, 2023

# CAUSES & CONSEQUENCES

---

1  
3

**Some other factors currently contributing to high level of severe rent burden include, but are not limited to:**

**Land Cost:** Land is expensive, and construction costs for materials are high.

**Housing Production:** The private sector builds the vast majority of homes that are priced at whatever the market will bear. Housing production does not meet demand.

**Investment Expectations:** Real estate is considered an investment with the expectation that real estate values will continue to rise.

# CAUSES & CONSEQUENCES

---

1  
4

Some consequences of severe rent burden include but are not limited to:

Limited Housing Choice: Some families may be forced to less desirable housing options.

Financial Pressure: Individuals and families facing severe rent burden must reduce spending on other needs such as food, medical care or education.

Displacement: Some individuals and families may be displaced. Some may not find adequate shelter.

# BARRIERS

---

1  
5

**Some barriers to solving the severe rent burden situation**

**Income: Household incomes are not keeping pace with the increasing cost of housing. This is especially an issues since the median income in Forest Grove is low relative to Washington County.**

**Capacity: There's limited capacity to build and manage enough regulated affordable housing units.**

# BARRIERS

---

1  
6

**Some barriers to solving the severe rent burden situation**

**Lead Time: There are long timelines for securing needed funding housing projects. This is especially true for affordable housing projects.**

**Funding: The City doesn't receive federal housing funds directly and must compete with other cities and agencies for limited resources.**

# SOLUTIONS

---

1  
7

**The City has implemented a variety of measures to promote housing production including affordable housing**

**Adoption of the Non-Profit Corporation Low Income Housing Property Tax Exemption Program.**

**Deferring payment of utility system development charges to issuance of a certificate occupancy for regulated affordable housing instead of building permit issuance.**

# SOLUTIONS

---

1  
8

**Allowing middle housing types (townhouses, duplexes, triplexes, quadplexes & cottage clusters) allowed in all residential zones.**

**Density bonus for residential projects in the City's Town Center zones.**

**Reducing fees and restrictions for accessory dwelling units (ADUs).**

# HOUSING CAPACITY ANALYSIS

---

1  
9

**To address housing needs, the City applied for and received a grant from the Oregon Department of Land Conservation and Development to prepare a Housing Capacity Analysis (HCA).**

**A consultant for the project has been selected.**

**The scope of services is being negotiated.**

# HOUSING CAPACITY ANALYSIS

---

2  
0

**An HCA identifies whether a local Comprehensive Plan map and implementing zoning map identifies enough land for residential development for identified needs for the next twenty years.**

**City adoption of an HCA is a requirement of state law. The HCA must be completed by June 2027. City adoption is required by December 2027.**

# HOUSING CAPACITY ANALYSIS

---

2  
1

**An HCA is part of the City's Comprehensive Plan and provides a policy basis for making land use decisions related to residential development including zoning map amendments.**

**The HCA also provides the foundation for preparing a Housing Production Strategy also required by state law.**

# HOUSING CAPACITY ANALYSIS

---

2  
2

The Oregon Administrative Rules establishes requirements for an HCA. To comply with state rules an HCA must include the following:

A section incorporating housing targets for needed housing prepared by the Oregon Department of Housing and Community Services (OHCS).

A section that describes the City's housing needs. Under the rules this is called contextualizing housing needs.

A Buildable Land Inventory (BLI) that identifies the amount of land that is designated on the City's Comprehensive Plan map and is developable.

# HOUSING CAPACITY ANALYSIS

---

2  
3

**The Oregon Administrative Rules establishes requirements for an HCA. To comply with state rules an HCA must include the following:**

**A Development Ready Land Inventory that identifies land that is near needed infrastructure and could be developed in the next six years.**

**Recommendations for measures to promote housing to assess further in the required HPS. The HPS must be adopted by the City within one year after the HCA is adopted.**

# DISCUSSION



*A place where families and businesses thrive.*

**Planning Commission Meeting Minutes  
Community Auditorium and Zoom  
1915 Main Street, Forest Grove, OR  
Monday, June 2nd, 2025, 7:00 pm**

---

**CALL TO ORDER AND ROLL CALL:**

Commissioner Sanderson called the Planning Commission meeting to order at 7:00 p.m.

The meeting was held in person in the Community Auditorium and remotely via video conferenced by Permit Technician Shannon Reynolds. To view the recorded meeting, please visit the City of Forest Grove website. The public was allowed to attend via Zoom or observe in the Community Auditorium.

**Roll Call:**

**Present in Person:** Commissioners Dave Anderson, Tim Farrell, Seth Berdahl, Nicole Ellis and Chair Ginny Sanderson.

**Present on Zoom:**

**Planning Commission Absent:** Commissioner Culbertson and Commissioner Stenberg

**Staff Present:** Matt Johnson; Senior Planner, Bryan Pohl, Director; Shannon Reynolds; Permit Technician and Suzie Curtis; Permit Coordinator

**PUBLIC MEETING:**

**1. PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

No public comment

**2. PUBLIC HEARING:**

File Number 311-25-000009-PLNG – Major modification Conditional Use Permit (CUP) regarding installation of athletic field lighting located at Neil Armstrong Middle School.

**STAFF REPORT:**

City of Forest Grove Senior Planner, Matt Johnson provided a Power Point presentation on the proposed Conditional Use Permit outlining zone and code requirements and site development details. Mr. Johnson provided staff recommended conditions of approval.

Melissa Slotemaker from AKS Engineering; 12965 SW Herman Rd. Suite 100, Tualatin, OR 97062, provided a presentation with additional information for the Neil Armstrong school CUP project. She highlighted field operations and management specifics as well as

lighting design plans. She closed with the mention that the school district agreed to the proposed staff recommended conditions of approval.

No comments in opposition or neutrality were present.

The public hearing was called to close at 7:23 p.m.

**COMMISSIONER DISCUSSION:**

Commissioners asked a few clarifying questions of staff.

Chair Sanderson asked for a motion to recommend to the City Council regarding the items outlined in section B of the public hearing.

Commissioner Anderson motioned to affirm the recommendation to the City Council. Commissioner Farrell seconded the motion.

**Roll Call Vote on Motion:**

AYES: Commissioners Anderson, Berdahl, Ellis, Farrell, and Chair Sanderson

NOES: None

ABSTAIN: None

ABSENT: Commissioner Culbertson and Stenberg

**MOTION CARRIED**

File Number 311-24-000031-PLNG – Multifamily Design Review & Site Review for 17-unit multifamily development located at 1930 23<sup>rd</sup> Street.

Commissioner Sanderson read through the public hearing procedures and questioned commissioners to disclose conflicts of interest. None were disclosed.

Senior Planner Matt Johnson provided a PowerPoint presentation of the proposed design and site review. The presentation covered zoning and project standards and guideline details for the multifamily apartment project.

Public notice of the of the proposed development was mailed to surrounding property owners within 300 feet of this addresses as well as published in the Forest Grove News Times. No comments or responses have been received.

The applicant, Scott McDonald, 275 Quart Street, Salem Oregon 97301. Mr. McDonald did not have anything to add to the proposal but responded to questions.

Commissioners asked clarifying questions of both the applicant and staff. There were no attendees wishing to speak in favor, opposition or provide neutral testimony.

The Public Hearing for File Number 311-24-000031-PLNG was closed at 7:58 p.m.

**COMMISSIONER DISCUSSION:**

Commissioners continued to discuss issues such as maximum building height and possible future parking issues this development may encounter. Further zoning clarification questions were answered.

Chair Sanderson asked for a motion from the Commissioners.

Commissioner Berdahl made a motion to affirm the staff recommended conditions of approval for the multi-family development to the City Council. Commissioner Farrell seconded the motion.

**Roll Call Vote on Motion:**

AYES: Commissioners Anderson, Berdahl, Ellis, Farrell, and Chair Sanderson

NOES: None

ABSTAIN: None

ABSENT: Commissioner Culbertson and Stenberg

MOTION CARRIED

**BUSINESS MEETING:**

**1. Approval of Minutes:**

The April 21<sup>st</sup>, 2025 minutes were approved by acclamation

**2. Director's Report:**

Bryan provided a director's report giving a brief overview of the 2040 Vision Lab results. Summarizing a few of the main themes that emerged from the community were; keeping a small-town feel, enjoying the rural setting and historical character as well as importance of city services. The Forest Grove Vision statement was discussed as well.

The Oregon Government Ethics Commission released an opinion that any boards or commissions, staff, council, etc. are not able to receive items such as food or gifts unless the City has a policy in place on how those items are received. Going forward, the City will be working to draft a specific policy for the receipt of taxable type gift items for staff or board members of the city.

**3. Announce next meeting: TBD**

**ADJOURNMENT:** The meeting was adjourned at 8:22 p.m.

Respectfully submitted by:

---

Shannon Reynolds  
Permit Coordinator



*A place where families and businesses thrive.*

**Planning Commission Work Session Minutes  
Community Auditorium and Zoom  
1915 Main Street, Forest Grove, OR  
Monday, September 15th, 2025, 7:00 pm**

---

**CALL TO ORDER AND ROLL CALL:**

Commissioner Sanderson called the Planning Commission Work Session meeting to order at 7:00 p.m.

The meeting was held in person in the Community Auditorium and remotely via video conferenced by Permit Technician Shannon Reynolds. The public was allowed to attend via Zoom or observe in the Community Auditorium.

**Roll Call:**

**Present in Person:** Commissioners Dave Anderson, Tim Farrell, Seth Berdahl, Brandon Culbertson and Chair Ginny Sanderson,

**Present on Zoom:**

**Planning Commission Absent:** Commissioner Ellis

**Staff Present:** Matt Johnson; Senior Planner, and Shannon Reynolds; Planning Coordinator

**WORK SESSION:**

**1. Call or Order:**

Roll was called

**2. Work Session – Forest Grove Development Code (FGDC):**

Senior Planner Matt Johnson discussed proposed Development Code updates with the commissioners. Proposed updates included major and minor changes along with clerical changes. The purpose of the work session is to obtain feedback and direction for the FGDC revisions.

City of Forest Grove Senior Planner, Matt Johnson provided a Power Point presentation on the proposed FGDC updates. Updates will be submitted to Planning Commission with a recommendation given to City Council. City Council will require a first and second reading.

Discussion was held on the possible major change for height maximums and building setbacks within Industrial zones. Consideration for new uses and associated standards such as food trucks, and short-term rentals. Several other major changes were discussed on the following: SB 974, SB 1537, HB 3136, HB 3560, HB 4064, OAR 660-046.

Minor revisions such as residential building height for primary and accessory structures was discussed along with a few definition updates.

**COMMISSIONER DISCUSSION:**

Commissioners asked a clarifying question of staff and provided their feedback for proposed revisions to the FGDC.

**ADJOURNMENT:** The meeting was adjourned at 8:36 p.m.

Respectfully submitted by:

---

Shannon Reynolds  
Permit Coordinator