

## Tualatin Planning Commission

**MINUTES OF February 19, 2025 (UNOFFICIAL)****TPC MEMBERS PRESENT:**

William Beers, Chair  
 Janelle Thompson, Vice Chair  
 Allan Parachini, Commissioner  
 Randall Hledik, Commissioner  
 Ursula Kuhn, Commissioner  
 Zach Wimer, Commissioner

**STAFF PRESENT:**

Steve Koper, Asst. Community Development Director  
 Lindsey Hagerman, Office Coordinator  
 Keith Leonard, Associate Planner

**TPC MEMBERS ABSENT:**

Brittany Valli, Commissioner

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:30 p.m., and roll call was taken. All commissioners were present with the exception of Commissioner Valli.

**ACTION ITEMS**

- 1. Consideration of a Conditional Use Permit (CUP24-0002) for “building, heating, plumbing and electrical contractor's offices, with on-site storage of equipment or materials” on a 1.44 acres site in the Light-Manufacturing (ML) zone and specifically located at 18520 SW 108th Avenue (Tax Lot: 2S122AD 00100).**

Chair Beers declared that he is a casual acquaintance of Morris Torset the Engineering Director of Essex General Construction. He stated that the relationship did not create a conflict of interest and that he would be able to fully participate in the decision-making process.

Keith Leonard, Associate Planner, presented an overview of the project. He provided background information about the proposal. He explained that CIDA, on behalf of Ascentec Engineering, is requesting approval of a Conditional Use Permit (CUP) to allow a “building, heating, plumbing, and electrical contractor’s offices, with on-site storage of equipment or materials.”

Mr. Leonard outlined the applicable approval criteria, noting the procedures listed in Section 33.020 Tualatin Development Code. He noted the site developed would improve the site to be more in line with the surrounding properties. He went through the recommended conditions of

approval including five conditions that would ensure the proposal meets the requirements of the Tualatin Development Code.

Mr. Leonard asked The Planning Commission to make a decision on CUP24-0002 for approval either as proposed or with modifications, denial or to continue the hearing to a later date for further consideration.

Commissioner Parachini asked for clarification as to whether the applicant plans to do fabrication and metalwork. Mr. Leonard explained that conditions of approval would limit the proposed use specifically to a contractor's establishment.

Bo Oswald with Essex General Construction and Eric Winter with CIDA briefly shared their background and discussed their project including the site map showing where the existing and proposed buildings would be.

Commissioner Hledik asked for clarification of what type of business plan to have at the property space. Mr. Oswald answered they are building contractor for general construction.

Commissioner Hledik asked for clarification on the anticipated traffic counts and threshold. Mr. Oswald answered they expect 25 office staff and worked with city transportation staff to determine the applicable threshold.

Vice Chair Thompson asked for clarification on the types of vehicles, they expect at the site. Mr. Oswald answered that their vehicles would be limited to regular passenger trucks and cars.

Steve Koper, Assistant Community Development Director further addressed the Commissioners' concerns about traffic.

Commissioner Kuhn asked clarification on the flow of traffic currently at the intersection of Leveton and 108<sup>th</sup>. Mr. Koper answered the intersection is presently un-signalized but that there is a stop sign on the east leg of the Leveton/108<sup>th</sup> intersection.

Commissioner Hledik made a MOTION to approve the request with conditions recommended by city staff and SECONDED by Commissioner Kuhn. The Commissioners unanimously voted to approve CUP24-0002. (6-0).

#### **COMMUNICATION FROM CITY STAFF**

Mr. Koper briefly shared information about the city's legislative priorities and provided information about the city's contract lobbyist, Thorn Run Partners. He also touched on the city's State and Federal legislative priorities and shared insights from the League of Oregon Cities' legislative priorities, which were created based on input from cities across Oregon.

**ADJOURNMENT**

Commissioner Hledik made a MOTION to adjourn. Commissioner Parachini seconded this motion. The Planning Commissioners voted unanimously to adjourn the meeting at 7:30 PM (6-0).