



City of Tualatin

2023 ANNUAL REPORT

TUALATIN PLANNING COMMISSION

February 21, 2024

Planning Commissioners:

Bill Beers, Chair
Janelle Thompson, Vice Chair
Daniel Bachhuber
Ursula Kuhn
Randall Hledik
Zach Wimer
Brittany Valli

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BACKGROUND

The Tualatin Planning Commission, formerly the Tualatin Planning Advisory Committee, was established on July 26, 1976 (Ord. 1339-12 and Ord. 342-76). The Planning Commission's membership, organization and duties are prescribed in Tualatin Municipal Code Chapter 11-1. The Planning Commission is the official Committee for Citizen Involvement in accordance with Statewide Land Use Planning Goal 1, Citizen Involvement. This annual report covers activities conducted by the Planning Commission in 2022.

This report will address a section of the Tualatin Municipal Code Chapter 11-1.

11-1-080: Not later than April 1 of each year, the Commission shall file its annual report of the activities of the Commission with the City Council. The annual report shall include a survey and report of the activities of the committee during the preceding year, in addition to specific recommendations to the City Council not otherwise requested by the City Council, relating to the planning process, plan implementation measures within the City, or the future activities of the Committee. The report may include any other matters deemed appropriate by the Committee for recommendation and advice to the Council.



2023 Planning Commission

Left to Right: William Beers, Ursula Kuhn, Janelle Thompson, Daniel Bachhuber, Randall Hledik, Zach Wimer, and Brittany Valli (not pictured)

CITIZEN INVOLVEMENT AND INPUT

The Planning Commission is Tualatin's official Committee to fulfill Goal 1: Citizen Involvement of Oregon's statewide land use planning program. The purpose of Goal 1 is to develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the land use planning process. Goal 1 is specific to land use and involving citizens in land use decisions. The Planning Commission serves two functions in Tualatin's land use planning program. Their first and original function is to serve as an advisory committee to the City Council by reviewing and making recommendations on comprehensive plan amendments. Plan amendments implement policy direction and are essentially legislative decisions. The second function of the Planning Commission is decision-making authority over a specified set of quasi-judicial land use decisions. In other words, the Planning Commission has the authority to approve or deny projects tied to specific properties.

At all Planning Commission meetings, community members are given the opportunity to make comments either in writing or verbally at the public meeting prior to the Planning Commission making a recommendation to the City Council. All Planning Commission meetings regardless of the agenda items are published on the City website and notices of the meetings are posted in two different locations in City buildings. Lastly, the Planning Commission provides room on each agenda for community members to make comments related to items not on the agenda that are within the Planning Commission's purview. Additionally, the Community Development staff meets with the Citizen Involvement Organization Land Use Officers as topics arise. The purpose of the meetings is to provide updates on land use items such as projects under construction, upcoming decisions and long-range planning. These meetings are held directly before the Planning Commission meetings, and they provide a forum for CIO officers to ask questions and get more information about community development processes.

PLANNING COMMISSION MEETINGS:

In 2023, the Planning Commission met 7 times during the calendar year. 1 meeting was canceled.

PLANNING COMMISSION RECOMMENDATIONS

The Planning Commission's role as an Advisory Committee to City Council involves it making recommendations to the Council on Comprehensive Plan amendments such as Plan Map and Plan Text Changes. In 2023, the Planning Commission made a recommendation to the City Council on the following items:

- Creation of the Basalt Creek Employment Zoning District and corresponding updates to Tualatin Comprehensive Plan (PTA22-0001 and PMA22-0001). The Planning Commission recommended (5-0) that the Council adopt the proposed amendments, finding them in conformance with the Tualatin Comprehensive Plan.
- Medium- Low Density Residential (RML) and Institutional (IN) to High-Density High Rise (RH-HR) (PMA23-0001 and PTA23-0001). The Planning Commission recommended to (7-0) the Council to deny the proposed amendments.
- Water Master Plan update and corresponding updates with the Tualatin Comprehensive Plan (PTA23-0002 and PMA23-0002). The Planning Commission recommended (5-0) to the Council to approve the proposed amendments finding them in conformance with the Tualatin Comprehensive Plan.

PLANNING ACTION ITEMS:

In 2023, the Planning Commission did not review any quasi-judicial land use applications.

STAFF UPDATES TO THE PLANNING COMMISSION

- Update to the Tualatin Planning Commission on the current status of statewide Climate Friendly and Equitable Communities rules
- Informational presentation on Tualatin's Equitable Funding Action Plan
- Metro Regional Transportation Plan (RTP) 2023 Update
- Informational presentation on the Climate Action Plan (CAP)
- Legal Training
- Informational update on the Tualatin's Housing Needs Analysis