

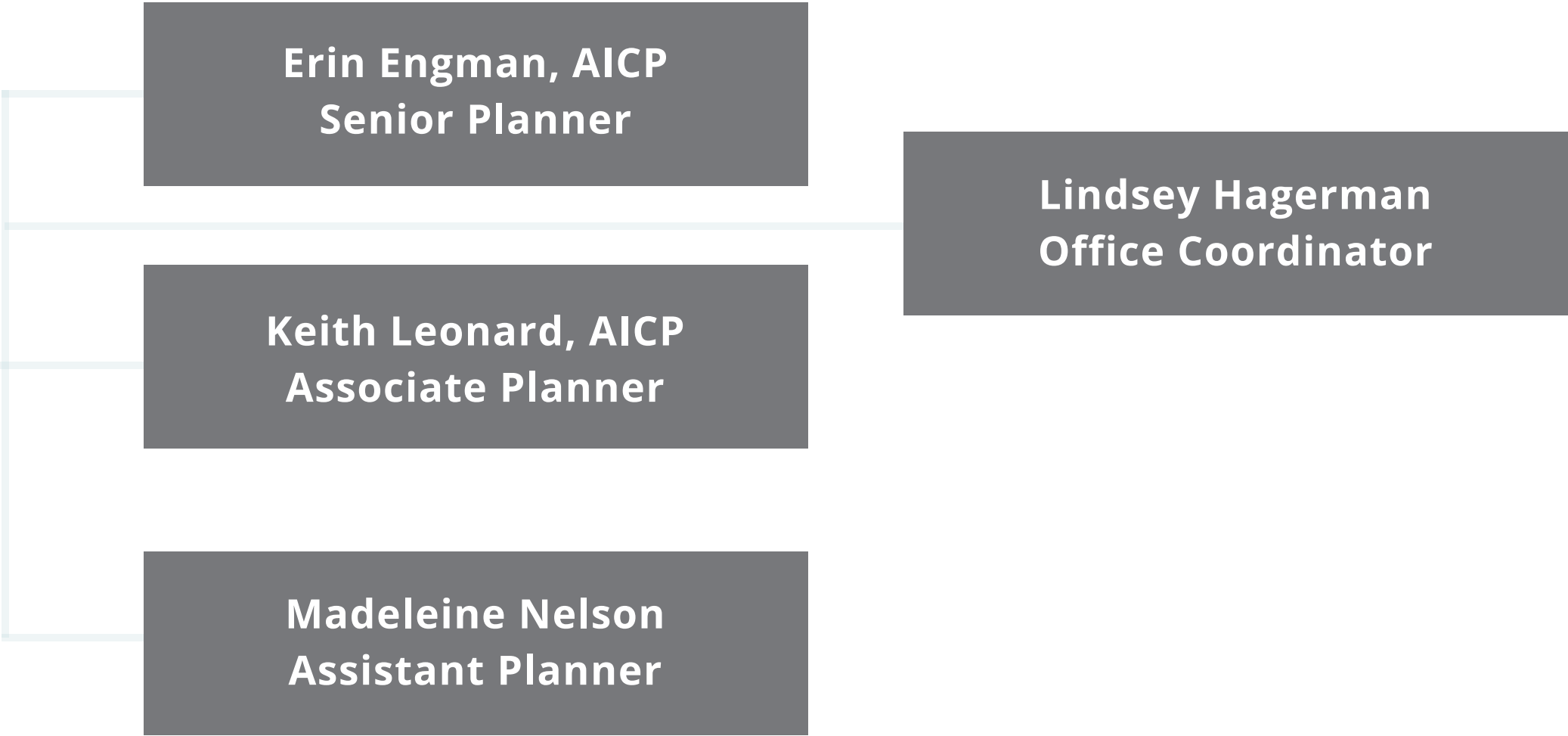


PLANNING DIVISION WORK PROGRAM

January 22, 2024 | CITY COUNCIL MEETING

WHO WE ARE

Steve Koper, AICP
**Assistant Community
Development Director**



WHAT DO WE DO?

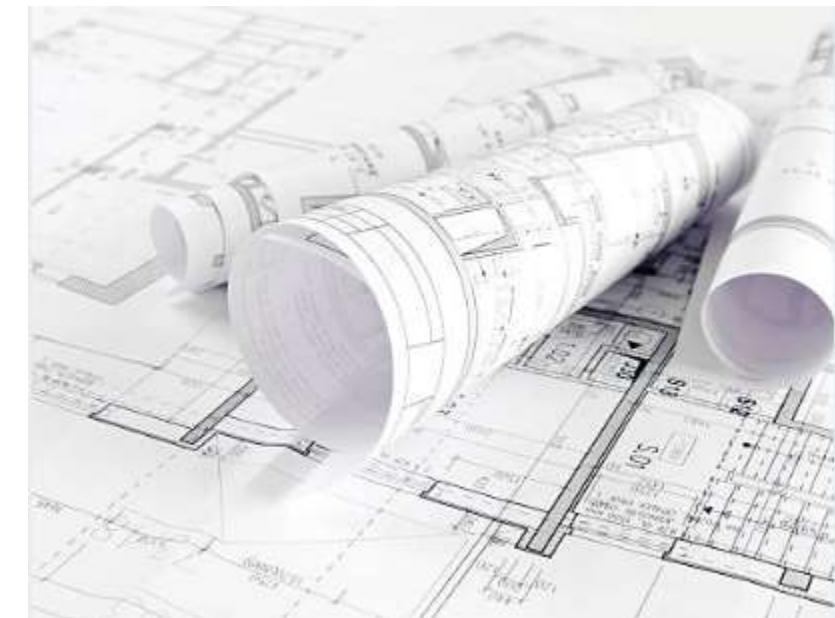
- **Current Planning** – review development applications for compliance against local code and state regulations; respond to questions about potential land development
- **Long range planning** – maintain policy documents through periodic update to the Comprehensive Plan, Development Code, Transportation System Plan and other Master Plans
- **Housing policy** – support Council’s goals around housing diversification and affordability; implementation of State Housing rules
- **Public Outreach** – support state goals for citizen involvement through the Planning Commission, Architectural Review Board, and Community Involvement Organization Land Use Officers



LAND USE APPLICATIONS FY 22/23

- **219 Total Applications**

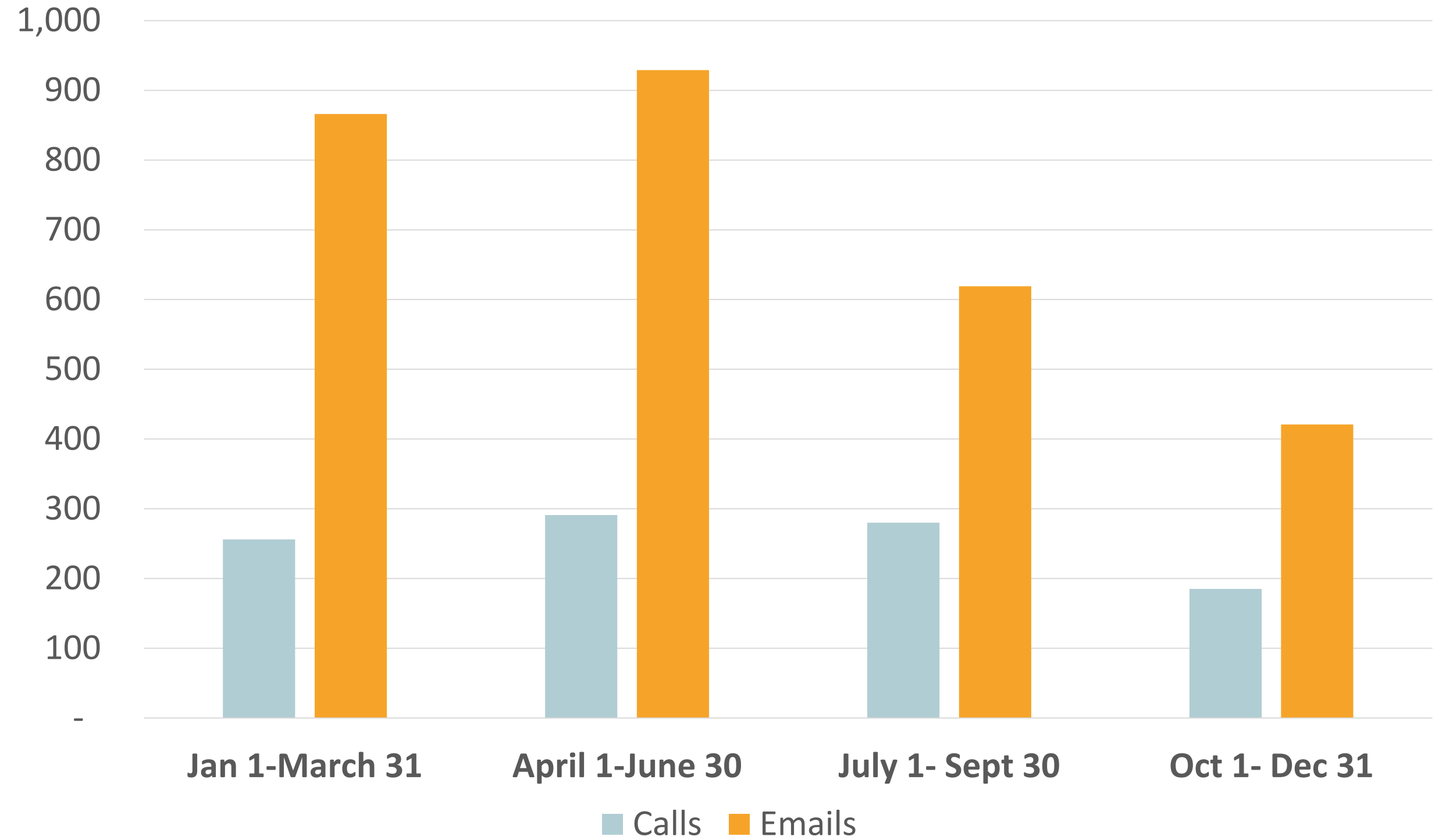
- 1 Annexations
- 3 Plan Text Amendments
- 3 Plan Map Amendments
- 11 Architectural Reviews
- 35 Minor Architectural Reviews
- 83 Sign Permits
- 26 Pre-Application Meetings
- 6 Chicken Licenses
- 2 Temporary Use Permits
- 1 Industrial Master Plan
- 2 Property Line Adjustments
- 45 Single Family Home Architectural Reviews
- 1 Subdivision



RECEIVED CALLS & EMAILS 2023



2023	Calls	Email
Jan 1 – March 31	256	866
April 1 – June 30	291	929
July 1 – Sept 30	280	619
Oct 1 – Dec 31	185	421
Total	1012	2835



COUNCIL PRIORITIES



LONG RANGE PROJECT LIST

PROJECT	FY 2023-2024			FY 2024-2025				FY 2025-2026				
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
ONGOING												
Housing Production Strategy Implementation	Less demand	Less demand	Moderate demand	Moderate demand	Legal Deadline	Less demand	Less demand	Less demand	Less demand	Less demand	Less demand	>
Transportation System Plan	Moderate demand	Moderate demand	Moderate demand	Legal Deadline	Adoption							
LEGALLY REQUIRED												
CFEC Parking Code		Legal Deadline	L/A									
CFEC Land Use Code			Moderate demand	Legal Deadline	L/A							
ADOPTION READY												
Stormwater Master Plan					Moderate demand	Legal Deadline	Adoption					
Parks Master Plan: Basalt Creek Area					Moderate demand	Legal Deadline	Adoption					
POTENTIAL PROJECTS TO IDENTIFY												
Short-Term Priority		Bundle										
Mid-Term Priority								TBD				
Long-Term Priority										TBD		

CAPACITY NEEDED:

- Greater demand
- Moderate demand
- Less demand

LEGEND:

- L = Legal Deadline
- A = Adoption
- > = Project continues
- Q1: July – September
- Q2: October – December
- Q3: January – March
- Q4: April – June

SHORT-TERM PROJECTS

Package of projects includes:

- Pickleball Use in General Commercial
- Cannabis Hours of Operation
- Durable Goods Sales in Central Commercial
- Electric Vehicle Sales in Mixed Use Commercial



Timeline and steps:

- 4-6 months
- Council work session, public notice period, Planning Commission meeting, and City Council hearing(s).

EXAMPLE TIMELINE

SHORT-TERM PROJECT

Cannabis Code + Map Update (2020) - 4 months

- August – Council direction to staff
- September – Public Open House (virtual)
- October – Planning Commission meeting
- November – City Council Adoption

Staff Involved – Community Development Director, Assistant Community Development Director, Associate Planner, Assistant Planner, City GIS (Mapping) Staff, and Office Coordinator



FUTURE MID-TERM PROJECTS



Food Carts:

- Meets **Comprehensive Plan Policy 4.1.1** “allow commercial development in a manner that increases access to goods and services while minimizing traffic impacts.”



Tree Code Update:

- Meets **Comprehensive Plan Policy 2.2.2** “promote the protection and establishment of trees during the development.”
- Meets draft **Climate Action Plan Action 5.2**.



Increasing Density:

- Meets **Comprehensive Plan Strategic Action** “Evaluate opportunities to increase development densities...”
- Meets draft **Climate Action Plan Action 5.1**.

EXAMPLE TIMELINE

MID-TERM PROJECT

Mixed Use Commercial Zone Code + Map (2018) – 10 months

- September – Project Scope Development
- October – Initial Property Owner and Stakeholder Outreach
- November to March – Code, Transportation Planning, & Outreach Work
- April – Planning Commission Recommendation
- June – City Council Adoption

Staff Involved – Community Development Director, Assistant Community Development Director, Associate Planner, City GIS (Mapping) Staff, Office Coordinator, and Traffic Consultant

FUTURE LONG-TERM PROJECTS



Downtown Vision and Planning:

- Meets **Core Opportunity and Reinvestment Area** goals to “strengthen the social, cultural, environmental, and economic vitality of central Tualatin by funding projects that improve property values, eliminate existing and future blight, and create an active civic core.”

Development Code Overhaul:

- Updates the Development Code to achieve better alignment with the **Tualatin Tomorrow Community Vision**, as adopted in the **Tualatin | 2024 Comprehensive Plan**, as well as actions identified in the draft **Climate Action Plan**.

EXAMPLE TIMELINE

LONG-TERM PROJECT

Tualatin 2040 Code Update (2018) 2+ years

- November 2016- Council Direction
- May 2017 – Code Audit
- September 2017 – Public Open House
- April 2018 – Draft Code for review
- November 2018 – Planning Commission Recommendation
- December 2018 – City Council Adoption

Staff Involved – Consultant Team, City Manager, Community Development Director, Planning Manager, Economic Development Manager, City Engineer, Legal Counsel, Senior Planner, Management Analyst, Associate Planner, City GIS (Mapping) Staff, and Office Coordinator

CONCLUSION AND NEXT STEPS

- **Staff respectfully requests Council acceptance of the Planning Division Work Plan (Fiscal Years 2023-24 and 2024-2025).**
- **Next Steps:**
 - Staff would return at a future work session, tentatively on February 26, 2024, to map out the process, timelines, and other details for the Short-Term Projects.
 - Staff would return in early 2025 to update the Council on the 2024-2025 Work Plan progress and to map out the next 2-year Work Plan period (Fiscal Years 2025-2026 and 2026-2027).