



OFFICIAL

Tualatin Planning Commission

MINUTES OF September 17, 2020

TPC MEMBERS PRESENT:

William Beers, Chair
Mona St. Clair, Vice Chair
Commissioner Alan Aplin
Commissioner Janelle Thompson
Commissioner Daniel Bachhuber
Commissioner Ursula Kuhn

STAFF PRESENT

Steve Koper
Tabitha Boschetti
Erin Engman
Lynette Sanford

TPC MEMBERS ABSENT: Commissioner Mitch Greene

GUESTS:

1. CALL TO ORDER AND ROLL CALL:

Chair Beers called the meeting to order 6:30 PM and reviewed the agenda. Roll call was taken.

2. ANNOUNCEMENTS AND PLANNING COMMISSION COMMUNICATION

None.

3. REVIEW OF MINUTES:

Chair Beers asked for approval of the TPC minutes dated August 20, 2020. Commissioner Bachhuber noted that his name was misspelled. MOTION by Commissioner St. Clair SECONDED by Commissioner Beers to approve the minutes as amended. MOTION PASSED 6-0.

4. COMMUNICATION FROM CITY STAFF:

This meeting is the second of three meetings at which the Tualatin Planning Commission is being asked to give feedback on draft updates to the Comprehensive Plan, centered on an update to housing and residential growth policies of the Plan (Exhibit 1), and based on the 2019 Housing Needs Analysis and Housing Strategies. The updates to the Plan also include application of the City's current branding standards (Exhibit 2) and reorganization of its chapters and text (Exhibits 3 and 4).

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

Steve Koper, Planning Manager, stated that this meeting is the second of three meetings at which the Tualatin Planning Commission is being asked to give feedback on draft updates to the Comprehensive Plan, centered around an update to housing and residential growth policies of the Plan, based on the 2019 Housing Needs analysis and Housing Strategies.

Mr. Koper noted that updates to the plan also include application of the City's current branding standards and reorganization of its chapters and text. Mr. Koper added that the housing element will be presented in final draft format. Added a purpose section, simplified goals and policies consistent with housing needs analysis. Added a category under goals call strategic actions to clarify where additional evaluation or development needed to create a policy.

Commissioner Bachhuber wanted clarification on the differences between goals, policies and strategic actions. Mr. Koper replied that goal is general, overall – policy is action perhaps will take to destination. In technical sense, if interest in policy development, we can also do that. Commissioner Bachhuber asked if it is a legal format. Mr. Koper replied that goals and policies is best practice for a comprehensive plan. The Strategic Action category mirrors Tigard's Comp Plan, went through a similar process to ours. They later on changed their development code.

Commissioner Kuhn wanted specific language for multi-family intent. The idea was affordable housing is multi-family housing. Mr. Koper said high density residential zones are mostly intended for multi-family. Although we have those existing zones, the HNA suggested rezoning of other areas of the city as well, which would need additional study, including a density analysis of where they can occur.

Mr. Koper said the remainder of the Comp Plan is intended to keep existing policy intact. Other questions we heard were where in the Comp Plan is community identity and tree preservation. Goal 2.1 speaks to aspirational ideas regarding community. Goal 2.2 promotes preservation of trees. The Development Code is light on follow through on the goals and policies, a theme that is repeated in other areas of the Comp Plan.

Erin Engman, Associate Planner, went through the branding and graphics. She noted that the branding and colors that were developed in 2015 were used. She carried over elements from the Tualatin 2040, Tualatin orange, and opening pages. Ms. Engman went through the individual chapter layout, purpose, and goals and policies. Showed the design – supplemental graphics, examples were pulled.

Tabitha Boschetti, Assistant Planner, went through the Comp Plan reorganization. The Goals are: to reorganize related topics into a single chapter, consolidate and simplify content without changing underlying policy, reorganize content into Goals and Policies, consistent with Housing element, and best practices.

Ms. Boschetti went through the chapters by topic – 10 chapters easier to find policy areas. She also provided examples of where content was consolidated or simplified.

Mr. Koper noted that the next steps include a Planning Commission work session to review and provide feedback on final changes on October 15, 2020. A City Council work session will be held on October 26, 2020 to update Council on the Planning Commission's work. The Planning Commission meeting on November 19, 2020 is to make a recommendation on a Plan Text Amendment to be provide to City Council on December 14, 2020. Mr. Koper mentioned that if the Commission members have a conflict with November 19th, city staff is flexible.

Commissioner Aplin asked what happens if there are new council members. Mr. Koper replied that we have a Council that we have worked with and prefer to present the Planning Commission's recommendation before the end of the year. There are 3 Council seats up for reelection. Commissioner Thompson asked why text was pertaining to telephone and land lines struck. Ms. Boschetti responded that the telephone data was outdated – referenced switchboard. Mr. Koper added that the idea of the purpose statement is to make it so someone can read the Comp Plan and understand what each chapter would cover.

Commissioner Bachhuber stated that he was involved with Tualatin Tomorrow. Pre-Tualatin 2040 – couple cycles each one produced a document of strategic actions, showing his screen with an example for emphasis. It was a community exercise – one of the challenges with the Tualatin Tomorrow Plan was a lot of these actions were not clear whether progress was made. They included policy goals and open ended language but nothing changed as a result. How the Comp Plan is laid out – this language is similar. Mr. Koper responded that one of the things in hindsight – Tualatin Tomorrow should have been used to make amendments to the Comp Plan, though an update based on Tualatin Tomorrow and additional community feedback could happen in the future. Mr. Koper said that the City was going to, in the future, create a housing production strategy which will look at some of the strategic actions in the Comp Plan and determine viability and future study. Then the actions will have to be put into the department work plan and be evaluated.

Commissioner Bachhuber noted that the framing as strategic actions was vague and that perhaps a timeline should be added.

Commissioner Kuhn asked if the revised plan has a statement to update and review every so often since the 70's. Mr. Koper replied that the Comp Plan is a guiding document – aspirational. It can be hard to foresee the future regarding budget and staffing. Measurable outcomes on a specific timeline can be challenging. Commissioner Kuhn believes it should be updated at least every 20 years.

Mr. Koper asked the Commission members could recommend to the Council that the remainder of the Comp Plan could be updated in the future. Commissioner Kuhn agreed.

Commissioner Bachhuber inquired about the policy points. On policy 3.1.1 density – what existing areas is affected and can that number be increased. Mr. Koper said that the minimum of 8 dwelling units per acre comes from state law and our specific Oregon Administrative Rule for Tualatin and other medium sized cities. Ms. Boschetti added that we will be held to a policy.

Commissioner Bachhuber inquired about 3.1.3 commercial activity – is it intended to increase commercial activity? Mr. Koper said it's an existing policy in the Comp Plan and part of the direction was to maintain existing Comp Plan Policies that did not conflict with the 2019 HNA. Allow businesses in homes. Commissioner Bachhuber asked if the policies are meant to be policy neutral and whether this was Housing related? Mr. Koper responded that goals and policies are an adaptation of Tualatin 2040.

Commissioner Kuhn said under housing policies, commercial is very specific. Ms. Boschetti said it was added to current code in the 90's and that there is a long section in the Development Code, based on the concept the residents should be able to have small businesses in homes without the need for rezoning. This is enables small home businesses like salons, legal office in home. Mr. Koper added that the appropriate function of comprehensive plan policies is that they are supposed to be broad and then refined through more specific language in the Development Code.

Commissioner Bachhuber inquired about Policy 3.2 - Housing for All and what could be done to encourage affordable housing while at the same time preserving housing stock. Mr. Koper responded that there could be a conflict between these two goals, but that it would be possible to do both.

Commissioner Aplin recommended not listing a specific income amount for households.

Commissioner Bachhuber inquired about Policy 3.4 - Redevelopment – one observation is RV Park of Portland, shut the RV Park down, and was vacant for years. Is there something that could have been done to speed up the process? Mr. Koper responded that with the creation of mixed-use commercial Planning District, the Commission took a step to increase redevelopment opportunities by recommending approval of the district to Council. The RV park of Portland was a unique situation, however, it has now received permit approval, at grading process.

Commissioner Bachhuber said Basalt Creek will take years, why not grade land and put up a mobile home park or RV park until worked out. Mr. Koper responded that it is private property and is up to them. The Basalt Creek process took a long time due to

political factors.

Mr. Koper said he appreciates the insight from the commission members. Mr. Koper said they will present in final version at the next Commission meeting on October 15, 2020.

5. FUTURE ACTION ITEMS

Mr. Koper provided the Commission with an updated on the Plan Text Amendment for single-family homes in the Basalt Creek area that the Planning Commission had provided a recommendation on in September. Mr. Koper noted that the applicant will be proposing to keep the submittal requirements for a small lot subdivision, which would result in a Conditional Use Permit that would be held by the Commission. At this point, the application is still pending until the Council makes a decision. Mr. Koper also reminded the Commissioners that the City received a consultant assistant grant to provide assistance to work with the City, and specifically the Planning Commission, on House Bill 2001 work, which will begin with an audit of the existing Development Code. Mr. Koper also noted that there is the opportunity for DLCDC staff to come and present information on HB 2001 and 2003, and asked that the Commissioners let him know if there is interest.

6. ADJOURNMENT

MOTION by Commissioner Thompson, SECONDED by St. Clair to adjourn at 7:51PM.

Lynette Sanford, Office Coordinator