



Land Use Notifications

March 24, 2025 – Work Session

Agenda



- Noticing rules
- Different noticing types
- Exploration of enhanced options
- Recap & questions



CITY of
TUALATIN

Why provide land use notices?



Local Perspective. Community members have intimate knowledge of the places they live, work, shop, and recreate. A balanced analysis of public comments and approval criteria, helps to justify the outcome and decisions made.

Increased Knowledge. Public involvement provides opportunities for community members to increase their understanding of places that matter to them and the development process.



What are state noticing rules?



Statewide Planning Goal 1 Requires all cities in Oregon to have a public involvement program.

ORS 197.195(3) Provides specific guidance on how to achieve public involvement.

Who and how to notice:

- Property owners within 100 feet of project site
- List compiled from most recent tax assessment roll
- Mailing is required as opposed to other means of notice

Informational requirements:

- Length of comment period
- Summary of local decision-making process
- Approval criteria
- How to obtain application materials
- Basis for an appeal

What are local noticing rules?

Tualatin Development Code Chapter 32

Who to notice:

- Property owners within 1,000 feet of project site and entire platted residential subdivisions
- Designated representatives of Community Involvement Organizations
- Government agencies and special districts, utilities and other interested parties



NOTICE OF HEARINGS AND OPPORTUNITY TO COMMENT
CASE FILES: IMP 24-0001 and AR 24-0002— LAM Research — TUX Development

NOTICE IS HEREBY GIVEN that public hearings will be in-person at:
Location: Tualatin Service Center
10699 SW Herman Road, Tualatin, OR 97062

The hearings can also be attended virtually via:
Zoom Teleconference: log-in available at www.tualatinoregon.gov/meetings 7 days before each hearing

INDUSTRIAL MASTER PLAN (IMP) 24-0001
Planning Commission Hearing: March 19, 2025 at 6:30 pm
Mackenzie, on behalf of LAM Research Corporation, is requesting an Industrial Master Plan (IMP) amendment to setback and building height standards for a 75.96 acre site zoned Manufacturing Park (MP).

ARCHITECTURAL REVIEW (AR) 24-0002
Architectural Review Board Hearing: April 2, 2025 at 6:30 pm
Mackenzie, on behalf of LAM Research Corporation, is requesting approval to construct a two phase project consisting of three buildings for office, research laboratory, and utilities, totaling 423,470 square feet, expansion of an existing bulk gas storage yard, and associated landscaping, parking, and public/site improvements on a 75.96 acre site zoned Manufacturing Park (MP).

To view the applications, visit: www.tualatinoregon.gov/projects

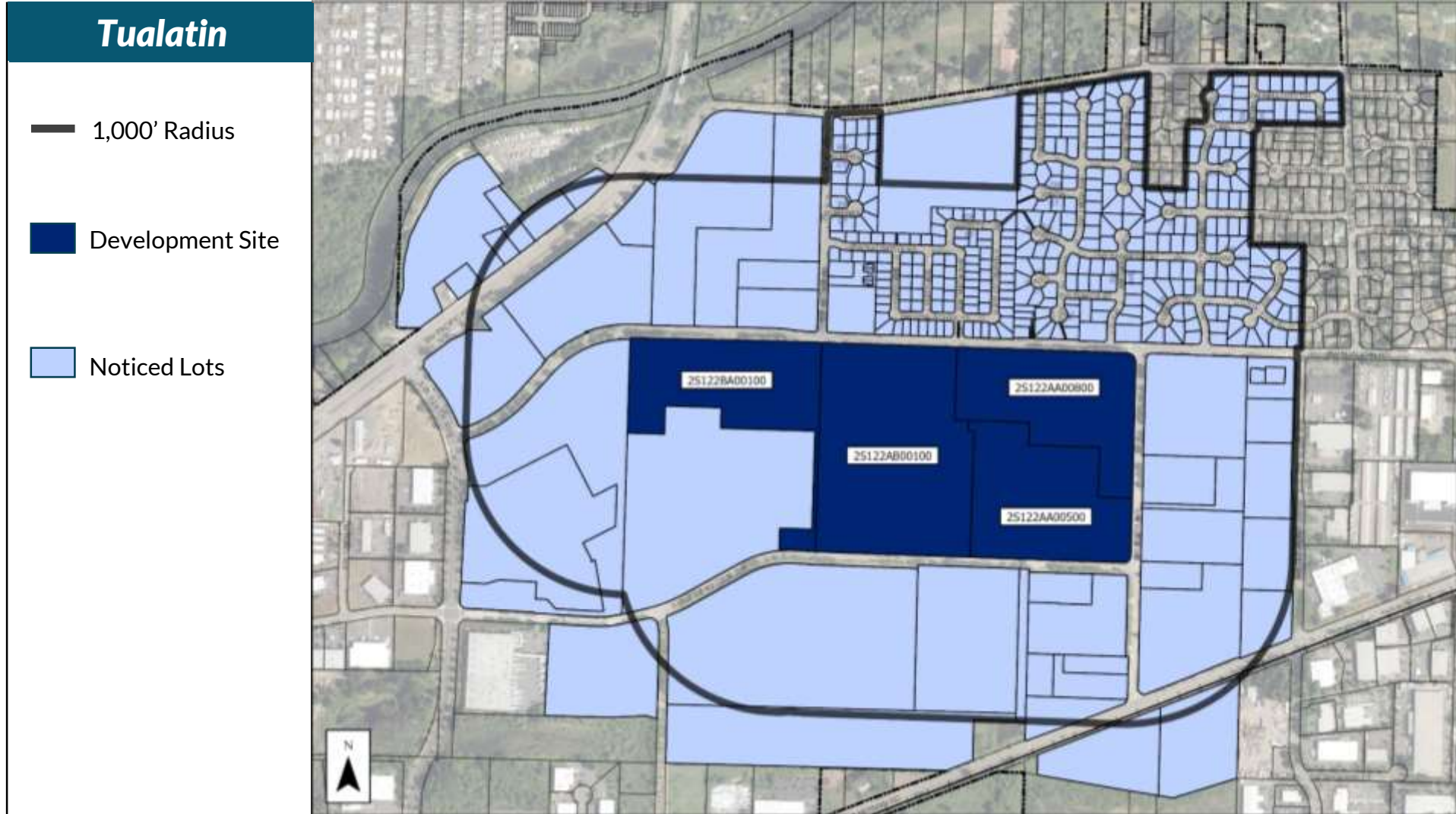
TO PROVIDE COMMENTS:
First Class Mail: Planning Division
Attn: Keith Leonard
10699 SW Herman Road
Tualatin, OR 97062
Email: kleonard@tualatin.gov
Phone: 503-691-3029



Property location for both applications: 11155-11361 SW Lewiston Drive
(Tax Lots: 25122AA500 & 800, 25122AB 100, 25122BA00100)

Industrial Master Plan Criteria: TDC Chapters: 32, 33, 62
Architectural Review Criteria: TDC Chapters: 32, 33, 62, 63, 73A-D, 74, 75

Comparison of noticing rules



How does Tualatin provide notice?

TDC Chapter 32

- Site Posting
- First Class Mailing
- Email
 - Government Agencies & Special Districts
 - Community Involvement Organizations
- Website
- Newspaper (hearings)



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Property location for both applications: 11555-11361 SW Leyston Drive
(Tax lots: 051224050 & 800, 0512240100, 05122402000)

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Projects
View Completed Projects

Department: Status: Project Type: Search by title:

Title	Project Type	Project Status	Location
PAR24-0002 - 19480 YW 97th Avenue	Land Use, Partition (PAR)	Under Review	19480 SW 97th Avenue Tualatin, OR 97062 See map: Google Maps
PAR24-0003 - 9555 SW Potano Street	Land Use, Partition (PAR)	Under Review	9555 SW Potano Street Tualatin, OR 97062 See map: Google Maps
Essex General Construction Conditional Site Permit CUP24-0002	Conditional Use Permit (CUP)	Approved	18520 SW 108th Ave. Tualatin, OR 97062 See map: Google Maps

What are some other options?

Enhanced Mailing



- Property owner addresses from tax assessment roll; and
- Occupant address for all properties within notice radius including condominium and apartment units

Enhanced Notice Sign



- Larger format notice sign, similar to those in Portland and Seattle

Enhanced Website



- Website option for interested parties to subscribe to land use notification emails

What are examples of recent mailing lists?



LAM Mailing (IMP 24-0001)

- 389 Addresses from tax assessment roll in mailing radius
- 34 Property owner addresses outside of Tualatin
- Apartment/Condo properties in mailing radius:
 - Woodridge (264 units)
 - Rivercrest Meadows (341 units)
 - Tualatin Woods Townhomes (45 units)

Norwood Mailing (PMA 24-0004)

- 759 Addresses from tax assessment roll in mailing radius
- 33 Property owner addresses outside of Tualatin
- Apartment/Condo properties in mailing radius:
 - Plambeck Gardens not occupied at time of noticing (116 units)

What do mailings cost?



Using the Lam mailing as an example

Code Requirement	OPTION: Enhanced Mailing
All property owners within 1,000 ft of subject property boundary including platted subdivision	Mailing to include: <ul style="list-style-type: none">• <i>All property owners from latest tax assessment roll <u>and</u></i>• <i>Occupant address for all properties within notice radius (“double” mailing) <u>and</u> all condominium and apartment units</i>
Notices Mailed: 391	Notices Mailed: 1,432
In-house Cost: \$304.98	In-house Cost: \$1,116.96
In-house Cost: 2.5 hours	In-house Labor: 5.25 hours
Outsourced Cost: \$570	Outsourced Cost: \$1,169

Enhanced Mailing

Arguments for

- Notifies tenants in addition to property owners
- Helps to corrects inequality
- More diverse perspectives in public comments

Arguments against

- No easy way to identify individual tenants, so many addresses will receive duplicate notices
- Tendency to ignore non-individualized mail and feel “spammed” by the city
- Tenant who receives notice may not be living there when development happens
- Increased cost to city
- Increase labor reduces notice timelines

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Notice Signs



Current Practice



Considerations:

- Minimum size requirement of 18" x 24" (3 sf)
- Economical and available at most print shops
- Noticeable but hard to read
- Flimsy

Enhanced Signs



Considerations:

- Expand size up to 32 sf
- Additional expense to developer
- More noticeable & easier to read
- Sturdier

Examples

4' x 5'



4' x 8'



4' x 6'

Enhanced Notice Sign



Arguments for

- More obvious and legible to those passing by
- Even more diverse perspectives from people who drive or walk by the site but may not live in or near notice radius
- Applicant responsible for cost of producing and posting the sign

Arguments against

- Signs may be difficult to read in a moving vehicle
- Reliance on the applicant to correctly post the site

Enhanced Website



Arguments for

- Allows interested parties to stay informed regardless of where they live
- Interested parties can self subscribe and unsubscribe
- Email noticing costs less than postage

Arguments against

- The person has to know that they care about land use and sign up before a project is submitted
- Each person has to read email updates regularly to stay informed
- Firewalls may block delivery or send to spam folder

Conclusion



Recap

- State regulations set minimum standards for public noticing
- Local government can exceed these standards
- Enhanced noticing options can expand reach beyond property owners, but each has pros and cons

Questions for Council

- Are you interested in any of the noticing options presented?
- Are there additional options that you'd like us to explore?

