

**CITY OF TIGARD
PLANNING COMMISSION
Meeting Minutes
June 7, 2010**

1. CALL TO ORDER

President Walsh called the meeting to order at 7:02 pm. The meeting was held in the Tigard Civic Center, Town Hall, at 13125 SW Hall Blvd.

2. ROLL CALL

Present: Commissioner Anderson;
Commissioner Doherty;
Commissioner Fishel;
Commissioner Gaschke;
Commissioner Hasman;
Vice President Vermilyea; and
President Walsh (7).
Alternate Commissioner Schmidt; and
Alternate Commissioner Shavey (2)

Absent: Commissioner Caffall; Commissioner Muldoon (2)

Staff Present: Ron Bunch, Community Development Director;
Sean Farrelly, Redevelopment Project Manager; and
Doreen Laughlin, Senior Administrative Specialist

Others Present: Marland Henderson, City Councilor
Carolyn Barkley

3. COMMUNICATIONS

There will be a first meeting of the Urban Forestry Master Plan Citizen's Advisory Committee (UFMPCAC) on Wednesday, June 9th. Alternate Commissioner Don Schmidt will be in attendance.

It was noted that a short discussion regarding the possible removal of a commissioner will occur at the end of the agenda under "other business".

4. CONSIDER MEETING MINUTES

May 17th Meeting Minutes: President Walsh asked if there were any additions, deletions, or corrections to the May 17th minutes; there being none, Walsh declared the minutes approved as submitted.

5. WORK SESSION – DOWNTOWN DESIGN BOARD DISCUSSION

Redevelopment Project Manager, Sean Farrelly, said he was here to ask for the commissioner's help. He noted that in February, 2010, the Downtown Design Regulations took effect. The regulations included two paths.

1. An application could be approved with clear and objective standards – which would be a staff decision.
2. An alternate path – Type 3 discretionary decision – the review body would be a new review body called the Downtown Design Review Board.

Farrelly said the Downtown Design Review Board would have the authority to issue final orders, conditions of approval, etc. In the next 3 to 5 years staff believes the most efficient way would be to set up a sub-committee of the Planning Commission. The long-term goal would be to have an independent design review board but staff believes it's not likely to be necessary in the next 3 to 5 years so a sub-committee would most likely be the best way to go. Commissioner Fishel, Commissioner Shavey, and Commissioner Schmidt have expressed a willingness to participate on the board. Meetings would be scheduled on Monday nights when the Planning Commission is not in session. He asked that any other commissioners who may be interested in serving on this committee identify themselves, as they would be more than welcome. This review board would be designated as an advisory committee.

There was some discussion as to the Review Board protocol. Farrelly noted this group will meet a few times in the summer to go over the process and review the design criteria and be ready in the event an applicant chooses to use this path.

The question was asked whether Farrelly was looking for a motion and a formal recommendation to Council or if the Planning Commission has the authority to create an advisory committee. Farrelly answered that they have the power to create an advisory committee. If the Planning Commission is comfortable with this direction then they could declare the Advisory Committee tonight and then staff would go to Council and ask them to allow the Planning Commission to delegate review authority to this committee, in which case, it would no longer be an advisory committee but would be a sub-committee with review authority. It was decided they would do this.

6. WORK SESSION – PACIFIC HIGHWAY VISION PRESENTATION

Sean Farrelly explained that he was going to present to the commissioners the study “Pacific Highway to a Sustainable Future,” which is an urban design vision for the future of the Pacific Hwy/99W Corridor. It was inspired by the City’s desire to have High Capacity Transit (HCT) in the Corridor but not totally dependent on that. The idea is to improve the look of the Corridor regardless of whether HCT comes in or not. He pointed out a model that he’d set up which was only ¼ of the model (it’s in four sections). He expects the model will get a lot of use this summer when public outreach regarding the HCT land use plan will be starting up. At this point, Farrelly went over a PowerPoint presentation on the “Pacific Highway to a Sustainable Future” (**Exhibit A**). The presentation is an Executive Summary of the Tigard 99W Corridor Urban Design Vision.

There was a brief time of questions and comments in which both Sean Farrelly and Ron Bunch responded. It was pointed out by one commissioner that history supports that real estate value is attached or determined by how close the property is to transportation.

The question was asked “What does staff want from the Planning Commission regarding this?” Farrelly answered, “We want your continuing involvement in this project. We’ll be coming back to brief you on the High Capacity Transit Land Use Plan as it develops. We’ll keep you up-to-date on what’s going on as important stakeholders in the process.”

7. OTHER BUSINESS

President Walsh reminded the commissioners that they’d all received a questionnaire to help in developing the pertinent training from Elaine Cogan of CoganOwensCogan (COC), and encouraged them to return the questionnaires to Elaine Cogan. He asked Doreen Laughlin to send a “gentle reminder” to the commissioners via email to help this happen.

Walsh reminded the commissioners that the next meeting would include a public hearing on the Transportation System Plan.

Commissioner Vermilyea gave a heads up that he *may* need to resign from the Planning Commission due to him possibly moving outside the City of Tigard. He said it wasn’t certain but that he’d keep the commissioners posted. [Note: After the meeting, Laughlin double-checked the Planning Commission membership requirements and found that Tigard Municipal Code 2.08.020 **Appointment-Membership** states “The City Planning Commission shall consist of nine members, not more than two of whom may be nonresidents of the City, to be appointed by the Council to serve a term of four years.” So, since everyone presently on the commission are residents, his moving out of the jurisdiction wouldn’t be a problem.]

There was a short discussion about the Planning Commission personnel issue. President Walsh said he was pleased with the [email] recap from Craig Prosser/Susan Hartnett. He

thought they covered it well. He asked if anyone had questions about the process. There were none.

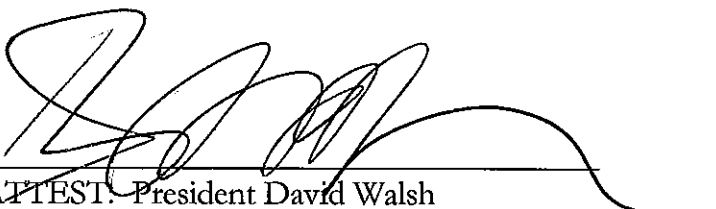
Ron Bunch, Community Development Director, gave a brief talk about how members of boards and commissions are representatives of the City and the City very much values its reputation. He noted that a more detailed code of conduct for boards, commissions, and committees will soon be drafted and presented.

8. ADJOURNMENT

President Walsh adjourned the meeting at 8:15 pm.



Doreen Laughlin, Planning Commission Secretary



ATTEST: President David Walsh