

CITY COUNCIL MONTHLY MEETING CALENDAR

February-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Annual Town Mtg 8:30 am - Comm Aud
2	3	4	5 Municipal Court RWPC-CB 7pm Cover OR 6:30pm Comm Au Rural Fire Bd 7pm	6	7	8
	Planning Comm 7pm			EDC Noon	FGS&CC 1st Friday 5pm	
				OCCMA Bd Retreat - Silver Falls		
9	10 CITY COUNCIL 6:00 PM - WORK SESSION (CEP) 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	11 Red Cross Blood Drive 1pm - 6pm - Comm Aud Library 6:30pm	12	13 FG Fire&Rescue 120th BD 4pm PAC 5pm Ford Ambassadors 6pm Comm Aud	14	15 Ford Institute Leadership - Comm Aud
16	17 City Hall Open Sister Cities Comm Mtg 4:45 Comm Aud FGS&CC Bd Mtg 6:30pm Planning Comm 7pm	18	19 Municipal Court CFC 5:15pm CWAC 5:30pm P&R 7pm (TimeChg)	20	21	22 Fernhill Wetlands Planting 8:45am
23	24 Chamber Luncheon - Noon Mayor's State of City Address CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	25 Metro Council Mtg 5pm Comm Aud Metro Social 7pm 1910 Main HLB 7:15pm	26	27	28	
			MPAC 5pm PSAC 7:30am	WEA Bkft Forum 7:30 am	LOC Board Mtg WC Mayors' Luncheon	

March-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Council Goal-Setting Retreat - TBA
2	3	4	5 Municipal Court Council Jt Work Sess Rural Fire Bd 7pm	6	7	8
	Planning Comm 7pm			EDC Noon	FGS&CC 1st Friday 5pm	NLC Conference
9	10 CITY COUNCIL REGULAR MEETING MOVED TO MARCH 17th	11 Red Cross Blood Drive 1pm - 6pm - Comm Aud Library 6:30pm	12	13 WEA Bkft Forum 7:30 am State of Wash Cty Address PAC 5pm	14	15 Ford Institute Leadership - Comm Aud
16	17 CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM Chamber Luncheon - Noon FGS&CC Bd Mtg 6:30pm Planning Comm 7pm - No Mtg	18	19 Municipal Court P&R 7am CFC 5:15pm CWAC 5:30pm	20	21	22
		Fernhill Wetlands 5pm		CCI 5:30pm Dairy Creek Food Web 7:30pm		
23	24 NO CITY COUNCIL MEETING SCHEDULED	25	26	27	28	29
		HLB 7:15pm	MPAC 5pm PSAC 7:30am	WEA Bkft Forum (Moved 13th)	WC Mayors' Luncheon	
30	31					

April-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			RWPC-EC 5:30pm Rural Fire Bd 8pm	5	6	7
				Fernhill Mtg 2pm Comm Aud EDC Noon	FGS&CC 1st Friday 5pm	
6	7	8	9	10	11	12
	Red Cross Blood Drive 1pm - 6pm - Comm Aud Planning Comm 7pm	Library 6:30pm	MPAC 5pm	PAC 5pm	JTWC Noon OMA Mtg (Conf Call)	
13	14 CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	15	16	17	18	19
		Fernhill Wetlands 5pm	P&R 7am CFC 5:15pm CWAC 5:30pm	CCI 5:30pm Dairy Creek Food Web 7:30pm Ford Ambassadors 6pm Comm Aud	Ford Institute Leadership - Comm Aud	
20	21 Chamber Luncheon - Noon FGS&CC Bd Mtg 6:30pm Planning Comm 7pm	22	23	24	25	26
		HLB 7:15pm	MPAC 5pm		WC Mayors' Luncheon OAM Mtg-Salem	
27	28 CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	29	30			



FOREST GROVE CITY COUNCIL

Monday, February 10, 2014

Meeting Agenda

6:00 PM – Work Session (Community Enhancement Program)
7:00 PM – Regular Meeting

Community Auditorium
1915 Main Street
Forest Grove, OR 97116

Forest Grove City Council Meetings are televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming, Ch 30. To obtain the programming schedule, please contact TVCTV at 503.629.8534 or visit <http://www.tvctv.org/government-programming/government-meetings/forest-grove>.

PETER B. TRUAX, MAYOR

Thomas L. Johnston, Council President
Richard G. Kidd III
Victoria J. Lowe

Camille Miller
Ronald C. Thompson
Elena Uhing

All meetings of the City Council are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

➔ Public Hearings – Public hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in for any Public Hearing prior to the meeting. The presiding officer will review the complete hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Public Hearing testimony is limited to three minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Council action.

➔ Citizen Communications – Anyone wishing to address the Council on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Citizen Communications is limited to two minutes unless the presiding officer grants an extension.

The public may not address items on the agenda unless the item is a public hearing. Routinely, members of the public speak during Citizen Communications and Public Hearings. If you have questions about the agenda or have an issue that you would like to address to the Council, please contact the City Recorder at 503-992-3235.

City Council meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder at 503-992-3235, at least 48 hours prior to the meeting.

<p>Paul Downey Administrative Services Director Michael Sykes, City Manager</p>	<p>6:00</p>	<p><u>WORK SESSION: CEP</u> The City Council will convene in the Community Auditorium – Conference Room to conduct the above work session(s) and take an offsite tour at the Fire Department. The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).</p>
	<p>7:00</p>	<p>1. <u>REGULAR MEETING:</u> Roll Call and Pledge of Allegiance</p> <p>2. <u>CITIZEN COMMUNICATIONS:</u> Anyone wishing to speak to Council on an item <u>not on the agenda</u> may be heard at this time. <i>Please sign-in before the meeting on the Citizen Communications form posted in the foyer.</i> In the interest of time, please limit comments to two minutes. Thank you.</p> <p>3. <u>CONSENT AGENDA:</u> See Page 4</p> <p>4. <u>ADDITIONS/DELETIONS:</u></p> <p>5. <u>PRESENTATIONS:</u></p>
<p>Paul Downey Administrative Services Director Michael Sykes, City Manager</p>	<p>7:05</p>	<ul style="list-style-type: none"> • <i>Annual Financial Audit Report for Year Ending June 30, 2013, Boldt, Carisle & Smith</i>
<p>Jon Holan, Community Development Director Dan Riordan, Senior Planner Michael Sykes, City Manager</p>	<p>7:25</p>	<p>6. <u>CONTINUE PUBLIC HEARING FROM JANUARY 27, 2014: SECOND READING OF ORDINANCE NO. 2014-03 ADOPTING THE CITY OF FOREST GROVE TRANSPORTATION SYSTEM PLAN UPDATE AND REPEALING ORDINANCE NO. 2010-09</u></p>
<p>Jon Holan, Community Development Director Dan Riordan, Senior Planner Michael Sykes, City Manager</p>	<p>7:35</p>	<p>7. <u>ORDER NO. 2014-02 ADOPTING FINAL FINDINGS OF FACT RELATED TO THE UPDATE OF THE CITY OF FOREST GROVE COMPREHENSIVE PLAN REQUIRED UNDER OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT PERIODIC REVIEW ORDER 001786 PURSUANT TO THE ADOPTION OF ORDINANCE NO. 2014-01</u></p>
<p>Jon Holan, Community Development Director Dan Riordan, Senior Planner Michael Sykes, City Manager</p>	<p>7:45</p>	<p>8. <u>ORDER NO. 2014-03 ADOPTING FINAL FINDINGS SUPPORTING POST-ACKNOWLEDGMENT PLAN AMENDMENTS TO THE CITY OF FOREST GROVE COMPREHENSIVE PLAN PURSUANT TO THE ADOPTION OF ORDINANCE NO. 2014-02; FILE NO. CPA-13-01369</u></p>

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| Jon Holan, Community
Development Director
Dan Riordan, Senior Planner
Michael Sykes, City Manager | 7:55 | 9. <u>PUBLIC HEARING AND ORDER NO. 2014-04
REZONING CERTAIN TRACTS OF LAND
CONSISTENT WITH THE UPDATE TO THE
COMPREHENSIVE PLAN MAP (FILE NO. CPA-13-
01369); FILE NO. ZNC-14-00008</u> |
| Paul Downey, Administrative
Services Director
Michael Sykes, City Manager | 8:10 | 10. <u>RESOLUTION NO. 2014-28 AUTHORIZING THE CITY
MANAGER TO ENDORSE THE ADDENDUM TO THE
AGREEMENT BETWEEN THE CITY OF FOREST
GROVE AND FOREST GROVE RURAL FIRE
PROTECTION DISTRICT</u> |
| Paul Downey, Administrative
Services Director
Michael Sykes, City Manager | 8:20 | 11. <u>RESOLUTION NO. 2014-29 AUTHORIZING
APPROVAL OF A SETTLEMENT AGREEMENT IN
THE CITY OF FOREST GROVE VERSUS JORDAN
RAMIS P.C. AND AUTHORIZING THE CITY
MANAGER TO EXECUTE THE SETTLEMENT
AGREEMENT ON BEHALF OF THE CITY OF
FOREST GROVE</u> |
| Michael Sykes
City Manager | 8:30 | 12. <u>CITY MANAGER'S REPORT:</u> |
| | 8:45 | 13. <u>COUNCIL COMMUNICATIONS:</u> |
| | 9:00 | 14. <u>ADJOURNMENT</u> |

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3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).
- A. Approve City Council Regular Meeting Minutes of January 13, 2014.
 - B. Approve City Council Work Session (B&C Interviews) Meeting Minutes of January 21, 2014.
 - C. Approve City Council Work Session (B&C Interviews) Meeting Minutes of January 27, 2014.
 - D. Accept Historic Landmarks Board Meeting Minutes of October 29 and November 26, 2013.
 - E. Accept Planning Commission Meeting Minutes of December 16, 2013.
 - F. Accept Public Safety Advisory Commission Meeting Minutes of December 17, 2013.
 - G. Community Development Department Monthly Building Activity Informational Report for January 2014.
 - H. **RESOLUTION NO. 2014-21 MAKING APPOINTMENT TO COMMITTEE FOR CITIZEN INVOLVEMENT (Appointing Stephanie Keys and Kathryn Karppinen, Terms Expiring December 31, 2015).**
 - I. **RESOLUTION NO. 2014-22 MAKING APPOINTMENT TO ECONOMIC DEVELOPMENT COMMISSION (Appointing James Draznin, At-Large, Term Expiring December 31, 2015; Zach Barrer, Primary, McMenamins, Term Expiring December 31, 2015; and Mark Nakajima, Small Manufacturer/Business, Term Expiring December 31, 2016).**
 - J. **RESOLUTION NO. 2014-23 MAKING APPOINTMENT TO HISTORIC LANDMARKS BOARD (Appointing Jennifer Brent, Term Expiring December 31, 2014).**
 - K. **RESOLUTION NO. 2014-24 MAKING APPOINTMENT TO LIBRARY COMMISSION (Appointing Nickie Augustine, Term Expiring December 31, 2014).**
 - L. **RESOLUTION NO. 2014-25 MAKING APPOINTMENT TO PLANNING COMMISSION (Appointing Sebastian Bannister Lawler, Term Expiring December 31, 2017).**
 - M. **RESOLUTION NO. 2014-26 MAKING APPOINTMENT TO PUBLIC SAFETY ADVISORY COMMISSION (Appointing Glenn VanBlarcom, At-Large, Term Expiring December 31, 2016).**
 - N. **RESOLUTION NO. 2014-27 MAKING APPOINTMENT TO SUSTAINABILITY COMMISSION (Appointing Brian Schimmel, At-Large, Term Expiring December 31, 2014; Dale Feik, At-Large, Term Expiring December 31, 2014; Robin Lindsley, At-Large, Term Expiring December 31, 2015; Hope Kramer, Economic, Term Expiring December 31, 2015; Elaine Cole, Educator, Term Expiring December 31, 2016; Karin Pfeiffer-Hoyt, Ethnic/Cultural, Term Expiring December 31, 2016; John Hayes, Forest Grove School District, Term Expiring December 31, 2017; Mitch Taylor, Non-Profit/Public Service, Term Expiring December 31, 2017; Deke Gunderson, Pacific University, Term Expiring December 31, 2017; and Leslie Applegate-Lanzar, Sustainable Business, Term Expiring December 31, 2017).**
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February 10, 2014

**REPORT ON PROCESS FOR COMMUNITY ENHANCEMENT
PROGRAM FOR FY 2014-15**

PROJECT TEAM: Paul Downey, Administrative Services Director
Beverly Maughan, Executive Assistant to City Manager
Michael J. Sykes, City Manager

ISSUE STATEMENT: Each fiscal year the City Council authorizes a schedule and process to designate Community Enhancement Projects (CEP). The process establishes clear expectations for both the public and the City Council on how projects will be selected.

BACKGROUND: In August 1989, Council authorized the City Manager to sign the Enhancement Fee Agreement with Metro. In October 1989, Metro signed the Enhancement Fee agreement. Based on the agreement, the City receives \$.50 from Metro for each ton of solid waste transferred through the Forest Grove Transfer Station. Following execution of the agreement, the Council established a boundary designating the area eligible for enhancement and the eligibility criteria.

As required in the Enhancement Fee agreement, the boundary and criteria were approved by Metro and specified in Resolution 90-2. The boundary for eligible projects is the City's Urban Growth Boundary. Eligible projects must meet one or more of the following criteria:

1. Enhance appearance and cleanliness of the area within the boundary.
2. Preserve or improve natural, cultural or recreational resources for public enjoyment within the boundary.
3. Improve public safety within the boundary.
4. Improve transportation including pedestrian and bike routes within the boundary.
5. Improve viability of commercial, industrial, and residential areas within the boundary.

If the City wants to change the boundary or any of the criteria, the Council must formally adopt the changes which then must be approved by Metro.

For the current fiscal year, if the project met one or more of the above criteria, the following factors were considered in the evaluation process:

- The amount of matching funds.
- The number of benefiting residents.
- Future costs associated with the project.
- The amount of public support.
- The correlation between the project and the Vision Statement and the City Councils Goals.

DISCUSSION: The City of Forest Grove has been approached by Metro staff about the potential of raising the tip fee at the local Transfer Station from \$.50 per ton to \$1.00 per ton. This additional revenue could be used in the same manner as the existing CEP, if the Council is so inclined. This discussion should occur by the Metro Council this spring. If approved, this would increase the CEP to approximately \$114,000 a year. Staff is projecting revenue for FY 2014-15 based on current tip fee of \$.50 per ton.

In the meantime, Staff is looking for direction from the Council about potential changes to the criteria or process used to allocate CEP funds. The Mayor and Staff have examined the City's existing policies for allocating these funds and would like to propose some changes that would give the Council more flexibility in appropriating these funds.

Recommendations:

- A) We would like to propose that CEP funds be dedicated to projects that promote sustainability. A part of the application would require the applicant to identify how their project would enhance sustainability in Forest Grove, either economically, environmentally, or socially.
- B) The CEP funds would be split into two pots of funds: 1) Commission & Boards Projects and 2) Community Projects. At current funding, that would mean each pot would have \$28,500 to allocate to projects.
- C) All projects would be reviewed by Council and scored in the same manner as presently occurs. Each Councilor would be able to allocate one-seventh of the funds available in each pot to proposed projects.
- D) A \$5,000 maximum limit would be placed on the application for funding for a particular project.

This approach would give each Committee/Board a potential funding source for projects and or action items adopted by the Council. With the amount of emphasis the Council has placed on Sustainability, this would give each City Board or Commission an opportunity to fund key City priorities.

The purpose of this work session is for Council to discuss the program and if they want to make any changes to the program so that staff can prepare the grant application packet.

In fiscal year 2013-14, the funding available to distribute, including 25% of the Fund Balance, was \$58,100 or \$8,300 per Councilor. Staff is estimating that \$57,000 or \$8,143 per Councilor will be available for FY 2014-15. If the funding is split into the two proposed pots, each Councilor would have \$4,072 to allocate in each pot. Staff will review the number at the time the Council allocates funding and revise it if updated projections change the amount of funds available.

The proposed package consisting of Application Instructions, Application, Sample Evaluation Worksheet, and Sample Agreement, and FY 2013-14 Community Enhancement Grant Funding is attached. No changes have been made to the package other than to update the dates for the next year on the Application Instructions.

FISCAL IMPACT: There is no fiscal impact to the City as this project is funded 100% by CEP fees.

STAFF RECOMMENDATION: It is recommended that the City Council discuss the CEP process and determine if any changes will be made to next year's grant process. If consensus on changes is reached, staff will prepare the final packet for Council approval at the February 24, 2014, City Council meeting.

2014-15
COMMUNITY ENHANCEMENT PROJECT
APPLICATION INSTRUCTIONS

The following is the process schedule for the Community Enhancement Projects Grant Program:

March	-	Applications for project proposals will be available. (Application form is attached)
March 31	-	Applications must be completed and returned to City Hall, 1924 Council Street, by 5 pm.
April 22	-	City Council will hold special meeting to hear sponsor presentation of proposed project. Meeting will be held in the Community Auditorium, 1915 Main Street. Presentations should be limited to 4 minutes after which the Council will have up to 5 minutes to ask questions.
April 30	-	Council's completed allocation worksheets due to staff. (Sample evaluation form is attached)
May 12		Compilation of allocations discussed at City Council Work Session.
May 27	-	Council will hold a public hearing on funding of designated projects at 7:00 pm in the Community Auditorium.
June 23	-	Adoption of City Budget
July 18		Contracts for awarded projects will be distributed to Sponsors. Contracts must be executed by September 30, 2014, or grant is forfeited. (Sample contract is attached.)

General Instructions

- Applicants must be from non-profit groups, organizations or City Advisory Committees to be eligible for a grant.
- All projects must be within the City's Urban Growth Boundary to be eligible for funding. Attached is a map with the City's Urban Growth Boundary outlined in black.
- Each project must meet one of five Metro-approved criteria listed on the City Council's evaluation (attached).
- The City's Vision Statement and City Council Goals (attached) will be used as guidelines during the evaluation process.
- Each project is evaluated by Councilors individually and reviewed by the Council together to determine funding which may be as fully funded, partly funded, or not funded.
- Sponsors are encouraged to limit question responses to the spaces provided on the application. Additional information may be provided during the presentation of the proposed project. Every question should have a response. If question does not apply to your proposed project, indicate this response in the appropriate space.

Application packets will be available on the website at www.forestgrove-or.gov or at City Hall, 1924 Council Street, from 8:00 am to 5:00 pm Monday through Friday. Any questions regarding the application should be directed to Paul Downey, Administrative Services Director, at 503-992-3200.

Applicant Information

Name of non-profit group, organization, or committee should be listed in Sponsor Information. Contact person, phone and address should be provided for notification purposes and in case further information is required. The contact person should be the person who prepared the project proposal, or is able to answer questions about the project. The person signing the proposal should be the person authorized to submit the application.

CEP - INSTRUCTION SHEET

Page 2

Project Information

- A. Project Title, Amount Requested and Funds Needed by: Sponsor should indicate when the requested funds are required as availability of funds is contingent on City's receipt of disbursements from Metro. Sponsor should identify the date the project will begin and when the project will be completed.
- B. Project Description: This should be a short description for the proposed program or project including for what purpose or how the CEP funds will be used.
- C. Estimate how many residents within the boundary area will benefit, and specify who will benefit if the project is funded. Also complete the information indicating whether or not the project and/or sponsor have received Community Enhancement grant money in past years.
- D. Project Budget: Provide total estimated costs and how these costs were estimated. Breakdown the estimated costs by source. Personnel Services should include employee salaries, salary estimates for in-kind volunteer labor and/or contractual costs. Supplies and services would include any consumable materials and supplies used to complete project or program. Examples include postage and paper products. Capital would include major expenditures greater than \$500. This would include major tools, equipment or furnishings. Compute percent of total budget provided by the sponsor.
- E. List the amounts and sources of the funding for the Sponsor's share of the project and whether the sponsor has secured funding from the other sources. **Reimbursement of project costs incurred prior to July 1, 2013 is not allowed.**
- F. List any on-going operations and/or maintenance costs associated with the project and indicate how these will be funded.
- G. Complete a brief description of how the project meets one or more of the eligibility criteria and the correlation between the project and the values in the Forest Grove Vision Statement and the City Council Goals.

Project Management

- A. Provide an outline of the major project tasks and completion dates for the tasks.
- B. Describe prior experience managing similar projects: Provide a description of project, the dollar amount of project and the date the project was completed. Include any prior Community Enhancement Projects.
- C. Explain whether this project is part of a coordinated effort involving other individuals or organizations within the community. Describe how the project activities have been coordinated with other individuals or organizations.

Community Enhancement Project Evaluation

Evaluation Process: Following presentation of the proposals, each City Councilor will evaluate the project and allocate their share of funds available. Based on funding requests and money available, Council will determine which projects receive funding. Funding may be full, partial, or none.

Criteria: Projects must meet **one or more** of the following criteria to be eligible for funding. If not, the application will not be considered further.

- Does the project enhance the appearance and cleanliness of the area within the boundary?
- Does the project improve public safety within the boundary?
- Does it improve natural, cultural or recreational resources for public enjoyment within the boundary?
- Does the project improve transportation including pedestrian and bike routes within the boundary?
- Does the project improve the viability of commercial, industrial or residential areas within the boundary?

Guidelines: Project helps achieve the values described in the Forest Grove Vision Statement and City Council Goals

COUNCIL GOALS FOR FISCAL YEAR 2013-14:

- GOAL 1 PROMOTE SAFE, LIVABLE, AND SUSTAINABLE NEIGHBORHOODS
 AND A PROSPEROUS DYNAMIC GREEN CITY
- GOAL 2 PROMOTE A PRUDENT FINANCIAL PLAN TO MAINTAIN
 EFFECTIVE SERVICE LEVELS OF A FULL-SERVICE CITY
- GOAL 3 PROMOTE THE INTERESTS AND NEEDS OF FOREST GROVE IN
 LOCAL, STATE, AND NATIONAL AFFAIRS

NOTES:

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: _____ Tax ID # _____

Contact Person: _____ Daytime Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

PROJECT INFORMATION

A. Project Title	Amount Requested:	Funds Needed by*:
_____	\$ _____	_____

*Availability of funds is contingent on City's receipt of disbursements from Metro

Proposed schedule

Project Start Date: _____ Project Completion Date: _____

B. Project Description:

B. Project Description Continued:

C. Estimate how many residents will benefit if this project is funded.

Has the sponsor received a Community Enhancement grant for this project in the past?
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year?
If so, is the project completed?

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

D. PROJECT BUDGET

Total Estimated Costs: _____ How were these costs estimated (quotes, catalog, previous projects, etc.)? _____

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services				
Supplies				
Capital				
Materials				
Other				
Total				

% of Total Budget provided by Sponsor: _____%

E. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

F. Will the project be completed with the proposed funding or will future funding be necessary?

G. Explain how this project meets one or more of the eligibility criteria and how this helps achieve the values described in the Forest Grove Vision Statement and City Council Goals?

COMMUNITY ENHANCEMENT PROJECT AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Forest Grove ("City") and «SPONSOR» ("Sponsor"). The City has designated «PROJECT» as a "Community Enhancement Project". The project will be completed as proposed in your application. **If the Project did not receive total funds requested, necessary revisions to the proposed project are described in B1 below.**

Upon execution of this agreement, the parties agree as follows:

- A. The City agrees to grant the Sponsor \$«AMT_APPROVED» to assist in completing the Community Enhancement Project.
- B. The Sponsor agrees to:
 - 1. Complete all improvements and activities within the specified time as described in Sponsor's application with the following revisions, if any, due to partial funding:
 - 2. Provide all necessary administrative support to manage the project.
 - 3. Provide upon request by the City any receipts, documents, or contracts showing use of the \$«AMT_APPROVED» in grant money.
 - 4. Provide the City with a report upon completion of the project. The report should include activities completed and indicate how the grant money has been spent. Any unspent grant money shall be remitted back to the City.
 - 5. Hold the City harmless and indemnify City from any claims or causes of action of whatever nature that may arise out of Sponsor's administration of the Community Enhancement proposal.
- C. If the sponsor fails to comply with all the provisions in this agreement within the designated time, the Sponsor shall remit back to the City the full \$«AMT_APPROVED» of grant money. The deadline for completing the Community Enhancement Project may be extended upon mutual agreement by the City and the Sponsor. Such extension shall be approved in writing.
- D. If Sponsor fails to execute and return contract to City by September 30, 2013, grant is forfeited.

Signed this ____ day of _____, 2013.

City of Forest Grove

«SPONSOR»

By _____
Michael J. Sykes, City Manager

By _____
Authorized Person To Execute Contract

EXHIBIT A

2013-14 COMMUNITY ENHANCEMENT GRANT FUNDING

PROJECT	SPONSOR	AMOUNT FUNDED
Healthy Meals for Homebound Seniors	Meals on Wheels People	\$ 2,866
Sidewalk Chalk Art Festival	Valley Art Association	\$ 2,452
Housing Rehab, Repair & Access Modifications	Rebuilding Together * Washington County	\$ 3,857
Automated Irrigation System	FG Senior & Community Center	\$ 1,422
Graffiti Abatement Coalition	FG Public Safety Advisory Commission	\$ 2,664
Art Education in Forest Grove	Valley Art Association	\$ 1,003
AT Smith House Trail, Potty & Brochures	Friends of Historic FG	\$ 1,172
Old Glory	FG Firefighters Association	\$ 2,250
Valley Art Mural Project	Valley Art Association	\$ 1,890
WESTCO	Community Action Organization	\$ 4,300
Rear View Enhancement	Theatre in the Grove	\$ 940
Youth Basketball Score Clocks & Jerseys	FG Youth Basketball	\$ 1,036
Downtown Solar Powered Trash Compactor	FG Sustainability Ad-hoc Committee	\$ 1,871
Tourism Promotion -- Guide Distribution	FG Chamber of Commerce	\$ 1,458
FG Community Garden -- Sustaining/Maintaining Resources	Community Garden Committee	\$ 1,400
Mobile Garden Carts -- DCCFW Community Expansion Project	Dairy Creek Community Food Web	\$ 1,350
Music, Movement and Growing Market Attendance	Adelante Mujeres	\$ 2,414
Early Childhood Education for Latino Immigrants	Adelante Mujeres	\$ 3,557
First Wednesday Events/Historic Downtown Brochure	City Club	\$ 3,645
Information Center	FG Chamber of Commerce	\$ 475
Building Permit Fees for Low Income Housing	West Tuality Habitat For Humanity	\$ 6,532
HLB Renovation Grant Program	Historic Landmarks Board	\$ 4,696
Art Alive in Forest Grove	Public Arts Commission	\$ 4,850
TOTAL FUNDS AWARDED FOR FY 2013-14		\$58,100

3A

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:05 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; George Cress, Light and Power Director; Tom Gamble, Parks and Recreation Director; Jon Holan, Community Development Director; Dan Riordan, Senior Planner; Janie Schutz, Police Chief; Rob Foster, Public Works Director (in the audience); and Anna Ruggles, City Recorder.

Moment of Silence:

Mayor Truax called for a moment of silence in remembrance of Retired Police Lieutenant "Duke" Vandehey who passed away recently. Vandehey began working with Forest Grove as a Police Officer in 1964 and was promoted to Police Lieutenant in 1971 and served until his retirement in 1984.

1. A. SWEARING-IN CERMONY:

Ruggles administered the Oath of Office to Shane Rogers, who was sworn-in as Police Officer, and Brandi Walstead, who was sworn-in as Community Service/Code Enforcement Officer. Police Chief Schutz read the biographies and introduced, welcomed and presented the official badges.

1. B. EMPLOYEE RECOGNITION:

Mayor Truax and City Manager Sykes presented a Certificate of Appreciation to Tom Gamble, Parks and Recreation Director, who was recognized for 25 years of service with the City.

2. CITIZEN COMMUNICATIONS:

Nathan Hughes, SW Carpenter Creek Road, addressed Council about water fluoridation, noting it is an outdated practice and citizens should have an option to choose whether they want fluoridation in their drinking water.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 2**

3. **CONSENT AGENDA**: Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).
- A. Approve City Council Work Session (IT Assessment Report) Meeting Minutes of December 9, 2013.
 - B. Approve City Council Work Session (Comp Plan and TSP Update) Meeting Minutes of December 9, 2013.
 - C. Approve City Council Regular Meeting Minutes of December 9, 2013.
 - D. Accept Library Commission Meeting Minutes of November 12, 2013.
 - E. Accept Planning Commission Meeting Minutes of December 2, 2013.
 - F. Accept Public Arts Commission Meeting Minutes of November 14, 2013.
 - G. Accept Public Safety Advisory Commission Meeting Minutes of October 23 and November 27, 2013.
 - H. Library Department Monthly Circulation Statistics Report for December 2013.
 - I. **RESOLUTION NO. 2014-01 DESIGNATING CITY OF FOREST GROVE CITY COUNCIL MEETINGS FOR YEAR 2014.**
 - J. **RESOLUTION NO. 2014-02 MAKING REAPPOINTMENTS TO THE BUDGET COMMITTEE (Reappointing Thomas Beck and Chère Sandusky, Terms Expiring December 31, 2016).**
 - K. **RESOLUTION NO. 2014-03 MAKING REAPPOINTMENTS TO COMMITTEE FOR CITIZEN INVOLVEMENT (Reappointing Stephanie Rose, Term Expiring December 31, 2017).**
 - L. **RESOLUTION NO. 2014-04 MAKING REAPPOINTMENTS TO COMMUNITY FORESTRY COMMISSION (Reappointing Mark Nakajima, Dale Wiley, and Jen Warren, Terms Expiring December 31, 2016).**
 - M. **RESOLUTION NO. 2014-05 MAKING REAPPOINTMENTS TO ECONOMIC DEVELOPMENT COMMISSION (Reappointing Mark Frandsen, Residential Developer; Don Jones, Financial; Mike Mallery, Primary, Lois Hornberger, Alternate, Higher Education; Bruce Mcvean, Food/Beverage; Howard Sullivan,**

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 3**

- Chamber; and Brian Wilbur, Small Commercial, Terms Expiring December 31, 2016).
- N. RESOLUTION NO. 2014-06 MAKING REAPPOINTMENTS TO HISTORIC LANDMARKS BOARD (Reappointing George Cushing and Holly Tsur, Terms Expiring December 31, 2017).
- O. RESOLUTION NO. 2014-07 MAKING REAPPOINTMENTS TO LIBRARY COMMISSION (Reappointing Pamela Bailey, Annelle Hicks, Dayla Smoland, and Jon Youngberg, Terms Expiring December 31, 2015).
- P. RESOLUTION NO. 2014-08 MAKING REAPPOINTMENTS TO PARKS AND RECREATION COMMISSION (Reappointing Ralph Brown, Forest Grove School District, and Michael Olson, At-Large, Term Expiring December 31, 2017, and Jonathan Faris, Student Advisor, Term Expiring December 31, 2014).
- Q. RESOLUTION NO. 2014-09 MAKING REAPPOINTMENTS TO PLANNING COMMISSION (Reappointing Carolyn Hymes, Term Expiring December 31, 2017, and Carl “Al” Miller, Interim, Term Expiring December 31, 2017).
- R. RESOLUTION NO. 2014-10 MAKING REAPPOINTMENTS TO PUBLIC ARTS COMMISSION (Reappointing Linda Taylor, At-Large, and Dana Zurcher, Pacific University, Terms Expiring December 31, 2016).
- S. RESOLUTION NO. 2014-11 MAKING REAPPOINTMENTS AND NEW APPOINTMENT TO PUBLIC SAFETY ADVISORY COMMISSION (Reappointing Tim Dierickx, Forest Grove Rural Fire Protection District; Drue Garrison, At-Large; Laura Hale, At-Large, John Rinier, At-Large, Nathan Seable; At-Large, Terms Expiring December 31, 2017, and Appointing Martin Goldman, Forest Grove School District, Non-Voting Representative).
- T. Community Development Department Building Monthly Activity Report for December 2013.

MOTION: Councilor Uhing moved, seconded by Councilor Lowe, to approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.

4. ADDITIONS/DELETIONS: None.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 4**

5. PRESENTATIONS:

5. A. Northwest Requirement Utilities (NRU) Update

Cress introduced John Saven, Chief Executive Officer, and Blake Weathers, Resources and Planning Director, Northwest Management Services (NEMS), who presented a PowerPoint presentation highlighting NEMS, Northwest Intergovernmental (NIES) and Northwest Requirement Utilities (NRU), noting Forest Grove is a member of NIES, which is supported by NEMS and is made up of public utilities districts and municipalities. Saven presented updates on power supply issues facing the Pacific Northwest power distribution utilities and addressed pending regional power supply and conservation issues, as well as wholesale power and transmission rate issues. Saven gave an overview of Bonneville Power Administration's (BPA) segmentation analysis and impacts and NRU's next steps, noting based on the preliminary analysis, Forest Grove would see a more modest increase of 5% if a direct assignment allocation was applied to its 2012 Network Service (NT) and Point-to-Point (PTP) Base Charge (or roughly \$29,637). In addition, Saven gave an overview of the Columbia River Treaty, ratified in 1964 between Canada and United States (US) with the earliest termination date of 2024, noting the purpose of the Treaty is to provide flood control and operate flood storage on the Columbia River in a way that optimizes production of downstream hydro-electric facilities. Saven reported the US wants to limit benefits paid to Canada post 2024 to 50% of actual value of Canadian Entitlement (CE), which could potentially reduce Forest Grove's costs by 90% post 2024. In conclusion of the above-noted presentation, Saven and Weathers addressed Council inquiries pertaining to transmission rates, high water mark, and potential projects that could reduce future costs.

6. RESOLUTION NO. 2014-12 EXTENDING THE TERM OF THE CABLE TELEVISION SERVICES AGREEMENT WITH COMCAST OF OREGON II, INC., TO ENABLE THE METROPOLITAN AREA COMMUNICATIONS COMMISSION (MACC) TO COMPLETE THE FORMAL RENEWAL PROCESS

Staff Report:

Downey presented the above-proposed resolution for Council consideration, noting Metropolitan Area Communications Commission (MACC) is recommending member jurisdictions to approve the proposed

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 5**

resolution extending the term of the Cable Television Services Franchise Agreement with Comcast, which is scheduled to expire January 31, 2014, to December 31, 2014, in order to allow additional time for MACC to complete its formal renewal process. In conclusion of the above-noted staff report, Downey introduced MACC representatives who were present and addressed Council inquiries pertaining to negotiations with Comcast and formal renewal process, noting all MACC member jurisdictions must adopt similar resolutions in order to extend the term of the franchise agreement.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2014-12.

Sykes read Resolution No. 2014-12 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Thompson, to approve Resolution No. 2014-12 Extending the Term of the Cable Television Services Agreement with Comcast of Oregon II, Inc., to Enable the Metropolitan Area Communications Commission (MACC) to Complete the Formal Renewal Process.

Hearing no discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

7. CONTINUE PUBLIC HEARING FROM DECEMBER 9, 2013: SECOND READING OF ORDINANCE NO. 2013-13 REPEALING AND REENACTING CHAPTER 6 OF THE FOREST GROVE CODE, ENTITLED "VEHICLES AND TRAFFIC", AND AMENDING CODE SECTIONS 3.210, 5.060, AND 9.620

The first reading of Ordinance No. 2013-13 by title and motion to adopt occurred at the Council meeting of December 9, 2013.

Staff Report:

Downey and Hudson-Rau presented an amended copy of Ordinance No. 2013-13, noting staff is proposing to add new language to Code Section 6.710(b) to allow storing a discarded vehicle on private property in a

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 6**

completely enclosed “accessory structure” pursuant to Development Code, Section 10.07.020, for enforcement-related purposes. Hudson-Rau advised the purpose of the amendment is because the Police Department has encountered situations where vehicles are being stored in “temporary” canvas canopies, tents and/or other metal carports and the proposed language will clarify the structure must be a city-permitted structure.

Sykes read Ordinance No. 2013-13 by title for second reading as amended.

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the Council meeting of December 9, 2013, and explained hearing procedures.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

In response to Kidd’s concerns pertaining to a city-permitted building and/or structure, Holan explained an accessory structure must comply with the requirements of the Development Code, Section 10.7.020, and is a Type I land use permit process (limited in size, setback requirements and cannot be located in a front yard).

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the motion made at the Council meeting of December 9, 2013.

ROLL CALL VOTE: AYES: Councilors Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: Councilor Kidd.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 7**

MOTION CARRIED 6-1.

**8. PUBLIC HEARING AND RESOLUTION NO. 2014-13 REESTABLISHING
PARKING FINES AND REPEALING RESOLUTION NO. 2005-12**

Staff Report:

Downey and Hudson-Rau presented the above-proposed resolution reestablishing the City's parking fines pursuant to the adoption of Ordinance No. 2013-13 (refer above to Agenda Item 7), reenactment of Chapter 6, Vehicles and Traffic. In conclusion of the above-noted staff report, Downey and Hudson-Rau advised the general parking violation fine remains the same at \$15; parking within 10' of a fire hydrant remains at \$30; and parking in violation of a disabled zone is reduced from \$250 to \$160 pursuant to State law.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2014-13.

Sykes read Resolution No. 2014-13 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Miller, to adopt Resolution No. 2014-13 Reestablishing Parking Fines and Repealing Resolution No. 2005-12.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 8**

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. **APPROVING ORDER NO. 2014-01 ASSIGNING A CITY OF FOREST GROVE ZONING DESIGNATION, CONSISTENT WITH THE FOREST GROVE COMPREHENSIVE PLAN MAP AS REQUIRED BY FOREST GROVE DEVELOPMENT CODE SECTION 10.2.160 AND 10.2.750, TO CERTAIN PROPERTIES ANNEXED BY THE CITY OF FOREST GROVE. FILE NO. ZNC-13-00253; AND REPEALING ORDER NO. 2013-02**

Staff Report:

Holan and Riordan presented the above-noted order for Council consideration, noting Council adopted Ordinance No. 2013-12 at the Council meeting of December 9, 2013, annexing into the City one parcel, totaling approximately 5.56 acres, located at 3351 Thatcher Road, and adopted Order No. 2013-02, assigning the R-10 zone designation consistent with the Comprehensive Plan. In conclusion of the above-noted staff report, Holan and Riordan advised during the public hearing process there was considerable deliberation regarding adequate public facilities necessary to serve future development, noting as recommended by City Attorney, Order No. 2013-02 is being repealed and replaced with the proposed order in order to clarify that adequate public facilities will be reviewed if and when development occurs and includes a minor revision reinforcing the Planning Commission's Findings of Fact, dated April 8, 2013.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Order No. 2014-01.

Sykes read Order No. 2014-01 by title.

MOTION: Councilor Miller moved, seconded by Councilor Kidd, to adopt Order No. 2014-01 Assigning a City of Forest Grove Zoning Designation, Consistent with the Forest Grove Comprehensive Plan Map as Required by Forest Grove Development Code Section 10.2.160 and 10.2.750, to Certain Properties Annexed by the City of Forest Grove. File No. ZNC-13-00253; and Repealing Order No.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 9**

2013-02.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

10. **PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2014-01 ADOPTING WORK PRODUCTS RELATED TO THE UPDATE OF THE CITY OF FOREST GROVE COMPREHENSIVE PLAN REQUIRED UNDER OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT PERIODIC REVIEW ORDER 001786 AS AMENDED AND REPEALING ORDINANCE NO. 1980-14 AND SUBSEQUENT CONFLICTING ORDINANCES AND AMENDING MUNICIPAL CODE SECTION 9.700(1) COMPREHENSIVE PLAN. FILE NO. CPA-13-01369**

Staff Report:

Holan and Riordan presented the above-noted ordinance for Council consideration, noting the proposed ordinance is accepting the Planning Commission's findings and adopting Periodic Review work products as required under the Comprehensive Plan Periodic Review Order 001768. Riordan presented a PowerPoint presentation and gave a summary of the tasks as referenced in the staff report and as outlined in Exhibit A of Ordinance No. 2014-01, Forest Grove Comprehensive Plan List of Comprehensive Plan Work Products, and Exhibit B, Planning Commission Findings and Decision to Recommend Approval of Comprehensive Plan Periodic Review and Post-Acknowledgement Plan Amendment Work Products and Transportation System Plan Update. Riordan provided a summary as outlined in Attachment A to the staff report, List of Comprehensive Plan Work Products; Attachment B, Land Use Concept for South of Pacific Avenue Area; and Attachment C, Recommended Land Use Changes. In addition, Riordan reported the Periodic Review Work Products include Citizen Involvement Program; Housing Needs, including Buildable Land Inventory; Public Facility Plan and Urban Services; Transportation System Plan; Alternative Analysis and Reconciliation of Analysis for Policy Decisions; Urbanization; and Population Forecast and Coordination with Metro Element. In conclusion

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 10**

of the above-noted staff report, Holan and Riordan advised once the City's Comprehensive Plan is acknowledged by the Oregon Department of Land Conservation and Development (DLCD), the City's Comprehensive Plan will become effective.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2014-01.

Sykes read Ordinance No. 2014-01 by title for first reading.

MOTION: Councilor Uhing moved, seconded by Council President Johnston, to approve Ordinance No. 2014-01 Adopting Work Products Related to the Update of the City of Forest Grove Comprehensive Plan Required Under Oregon Department of Land Conservation and Development Periodic Review Order 001786 as Amended and Repealing Ordinance No. 1980-14 and Subsequent Conflicting Ordinances and Amending Municipal Code Section 9.700(1) Comprehensive Plan. File No. CPA-13-01369. The second reading of Ordinance No. 2014-01 by title and final vote is scheduled to occur at the Council meeting of January 27, 2014.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony:

Riordan referenced an e-mail submitted by Kathy Corey, dated December 27, 2013 (refer below to testimony), pertaining to the proposed zone designation and development plans (Gales Creek Terrace) in the area of D Street to Ritchey Road (referenced as Attachment D to staff report).

Proponents:

Mimi Doukas, 4230 Galewood, Lake Oswego, OR 97035, testified in support of the Planning Commission's Findings as presented.

Lee Leighton, Westlake Consultants, 15115 SW Sequoia Pkwy, Suite 150, Tigard, OR 97224, representing Gales Creek Terrace, testified in support of the Planning Commission's Findings as presented.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 11**

No one else testified and no other written comments were received.

Opponents:

Kathy Corey, 1814 B Street, Forest Grove, OR 97116 (refer above to written testimony), testified in opposition of the proposed zone designation and development plans (Gales Creek Terrace) in the area of D Street to Ritchey Road, noting her main concern is building high-density housing in an area that has wetlands and flood plan and asked that the zone be changed to better match the existing housing in the area or move development to a more suitable area closer to Hwy 47 or Hwy 26. In addition, Corey displayed photographs and referenced a map showing the area of the creek, wetlands and flood plan.

No one else testified and no other written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax recessed the Public Hearing for Ordinance No. 2014-01 as noted below.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing until the next Council meeting of Monday, January 27, 2014.

11. **PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2014-02
ADOPTING POST-ACKNOWLEDGMENT PLAN AMENDMENT WORK
PRODUCTS RELATED TO THE UPDATE OF THE CITY OF FOREST
GROVE COMPREHENSIVE PLAN. FILE NO. CPA-13-01369**

Staff Report:

Holan and Riordan presented the above-noted ordinance for Council consideration, noting the proposed ordinance is accepting the Planning Commission's findings and adopting post-acknowledgement plan amendment Periodic Review work products relating to the update of the Comprehensive Plan Periodic Review Order 001768. Riordan presented a PowerPoint presentation and gave a summary of the post-acknowledgement plan amendment work products as referenced in the staff report and as outlined in Exhibit A of Ordinance No. 2014-02, Forest Grove Comprehensive Plan List of Post-Acknowledgement-Plan-

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 12**

Amendment Products; Exhibit B, City of Forest Grove Comprehensive Plan Designation; and Exhibit C, Planning Commission Findings and Decision to Recommend Approval of Comprehensive Plan Periodic Review and Post-Acknowledgement Plan Amendment Work Products and Transportation System Plan Update. In conclusion of the above-noted staff report, Holan and Riordan advised the post-acknowledgement plan text amendments to the Comprehensive Plan include Citizen Involvement Chapter; Background Chapter; Land Use Chapter and Comprehensive Plan Map/Zoning Map Changes; Community Sustainability Chapter; Natural Resources and Natural Hazards including Physical Environment; Environmental Quality; Energy Resources; and School and Education.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2014-02.

Sykes read Ordinance No. 2014-02 by title for first reading.

MOTION: Councilor Lowe moved, seconded by Councilor Kidd, to approve Ordinance No. 2014-02 Adopting Post-Acknowledgment Plan Amendment Work Products Related to the Update of the City of Forest Grove Comprehensive Plan. File No. CPA-13-01369. The second reading of Ordinance No. 2014-02 by title and final vote is scheduled to occur at the Council meeting of January 27, 2014.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony:

Referenced above, refer to Agenda Item 10.

Proponents:

Mimi Doukas, 4230 Galewood, Lake Oswego, testified in support and had nothing further to add to her testimony heard under Agenda Item 10.

Lee Leighton, Westlake Consultants, 15115 SW Sequoia Pkwy, Suite 150, Tigard, representing Gales Creek Development, testified in support and had nothing further to add to his testimony heard under Agenda Item 10.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 13**

No one else testified and no other written comments were received.

Opponents:

Kathy Corey, 1814 B Street, testified in opposition and had nothing further to add to her testimony heard under Agenda Item 10.

No one else testified and no other written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax recessed the Public Hearing for Ordinance No. 2014-02 as noted below.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing until the next Council meeting of Monday, January 27, 2014.

12. RESOLUTION NO. 2014-14 ADOPTING THE CITY OF FOREST GROVE PARKS AND RECREATION DEPARTMENT FIELD USE POLICY AND REGULATIONS

Staff Report:

Gamble presented the above-proposed resolution requesting to consider adopting a new Parks and Recreation Field Use Policy for facilities owned and operated by the City (Exhibit A). Gamble provided a summary of the proposed Field Use Policy as referenced in the staff report and as outlined in Exhibit A, noting the Parks and Recreation Department has for several years experienced an increase in field use requests, noting the increase in usage has resulted in both conflict and misuse of city fields. Gamble reported at the request of staff, the Parks and Recreation Commission study a variety of policies and focused its discussions on developing a policy that includes a priority list of which user groups receive top priority of field use; a clear allocation process; a process that considers historical use; and a clear set of rules and regulations for use of field space. In conclusion of the above-noted staff report, Gamble advised the policy has been reviewed by the City Attorney and City's insurance provider and was approved by the Parks and Recreation Commission at its November 20, 2013, meeting.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 14**

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2014-14.

Sykes read Resolution No. 2014-14 by title.

MOTION: Council President Johnston moved, seconded by Councilor Kidd, to adopt Resolution No. 2014-14 Adopting the City of Forest Grove Parks and Recreation Department Field Use Policy and Regulations.

Council Discussion:

Low commended staff and Parks and Recreation Commission for developing a clear set of guidelines, noting she wholeheartedly supports the proposed resolution.

Mayor Truax advised he would like to expand on a policy addressing smoking and tobacco use, to which Gamble noted the Parks and Recreation Commission will be discussing the topic at their next meeting.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

Councilor Miller excused herself at approximately 9:28 p.m.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, and Mayor Truax. NOES: None. ABSENT: Councilor Miller. MOTION CARRIED 6-0.

13. RESOLUTION NO. 2014-15 APPOINTING THE DIRECTOR OF ADMINISTRATIVE SERVICES AS THE PLAN COORDINATOR FOR THE CITY'S ICMA-RC SECTION 457 DEFERRED COMPENSATION PLAN

Due to the time, Sykes asked to postpone the above-noted resolution until the next Council meeting of January 27, 2014.

14. RESOLUTION NO. 2014-16 ADOPTING SUPPLEMENTAL BUDGET AND INCREASING MUNICIPAL COURT AND POLICE DEPARTMENT APPROPRIATIONS WITHIN THE GENERAL FUND FOR FISCAL YEAR 2013-14

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 15**

Due to the time, Sykes asked to postpone the above-noted resolution until the next Council meeting of January 27, 2014.

15. **RESOLUTION NO. 2014-17 AUTHORIZING THE EXPENDITURE OF WASHINGTON COUNTY STRATEGIC FRAMEWORK STATE INCENTIVE GRANT FUNDS IN THE POLICE DEPARTMENT AND INCREASING APPROPRIATIONS FOR THE GENERAL FUND FOR FISCAL YEAR 2013-14**

Due to the time, Sykes asked to postpone the above-noted resolution until the next Council meeting of January 27, 2014.

16. **RESOLUTION NO. 2014-18 CREATING AN INFORMATION TECHNOLOGY MANAGER POSITION WITHIN THE GENERAL FUND FOR FISCAL YEAR 2013-14 AND ADOPTING THE SALARY RANGE FOR THE POSITION OF INFORMATION TECHNOLOGY MANAGER**

Staff Report:

Downey presented the above-proposed resolution requesting to adopt the new salary range for the newly-established position of Information Technology (IT) Manager. Downey reported at the Council work session held on December 9, 2013, staff briefed Council on the recommendation of hiring a full-time IT Manager based on an IT assessment conducted by the consultant. In conclusion of the above-noted staff report, Downey advised staff is recommending a non-represented salary range for \$6,106 to \$7,793 per month, noting the Administrative Services Department should be able to absorb the additional costs of the new position using savings from several positions that turned over during the fiscal year, and at most, a transfer (not exceeding \$10,000) from the General Fund Contingency may be needed to help fund the position.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2014-18.

Sykes read Resolution No. 2014-18 by title.

MOTION: Council President Johnston moved, seconded by Councilor Uhing, to adopt Resolution No. 2014-18 Creating an Information Technology Manager Position within the General Fund for Fiscal Year 2013-14 and Adopting the Salary Range for the Position of Information Technology Manager.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 13, 2014 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 16**

Council Discussion:

In response to Uhing's concern pertaining to the new position, Downey advised the IT Manager would be a regular staff position not a temporary position, noting staff has developed the job description with assistance of the consultant.

In response to Council President's inquiry pertaining to the new position, Downey noted the IT Manager would report to the City Manager.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, and Mayor Truax. NOES: None. ABSENT: Councilor Miller. MOTION CARRIED 6-0.

17. CITY MANAGER'S REPORT:

Due to the time, Sykes distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and upcoming city-wide events.

18. COUNCIL COMMUNICATIONS:

Due to the time, Mayor Truax, with consensus of the Council, postponed Council Communications to the next Council meeting of January 27, 2014.

19. ADJOURNMENT:

Mayor Truax adjourned the meeting at 10:05 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
JANUARY 21, 2014 – 5:00 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Mayor Peter Truax called the Work Session to order at 5:00 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **COUNCIL ABSENT:** Camille Miller. **STAFF PRESENT:** Michael Sykes, City Manager, and Anna Ruggles, City Recorder.

2. WORK SESSION: BOARDS, COMMITTEES, AND COMMISSIONS (B&C) INTERVIEWS

The following applicants were interviewed for the following positions:

- Glenn VanBlarcom, Public Safety Advisory Commission
- Sebastian B. Lawler, Planning Commission
- Michele Trembly, withdrew her application
- Stephanie Keys, Committee for Citizen Involvement
- Jennifer Brent, Budget Commission, Economic Development Commission, Historic Landmarks Board, Library Commission, Planning Commission, Public Arts Commission, and Sustainability Commission
- Kathryn Karppinen, Committee for Citizen Involvement, Economic Development Commission, Planning Commission, Public Safety Advisory Commission and Sustainability Commission
- Leslie Applegate-Lanzar, Community Forestry Commission and Sustainability Commission
- Hope Kramer, Sustainability Commission
- John Hayes, Sustainability Commission
- Robin Lindsley, Sustainability Commission
- Elaine Cole, Sustainability Commission
- Mitch Taylor, Sustainability Commission
- Dale Feik, rescheduled to January 27, 2014
- Brian Schimmel, Sustainability Commission
- Karin Pfeiffer-Hoyt, Sustainability Commission
- Deke Gunderson, Sustainability Commission

In conclusion of the above-noted B&C interviews, Ruggles advised additional applications were received; as a result, interviews will continue

**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
JANUARY 21, 2014 – 5:00 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 2**

to the Council meeting of January 27, 2014, at which, Council will be asked to conduct deliberation and make recommendation of the appointments.

Council took no formal action nor made any formal decisions during the above-noted work session.

3. ADJOURNMENT

Mayor Truax adjourned the work session at 8:03 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
JANUARY 27, 2014 – 5:30 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Mayor Peter Truax called the Work Session to order at 5:35 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager, and Anna Ruggles, City Recorder.

2. WORK SESSION: BOARDS, COMMITTEES, AND COMMISSIONS (B&C) INTERVIEWS

The following applicants were interviewed for the following positions:

- James Draznin, Budget Committee, Economic Development Commission (pending appointment to EDC)
- Dale Feik, **Sustainability Commission, At-Large, Term Expiring December 31, 2014**
- Nickie Augustine, **Library Commission, Term Expiring December 31, 2014**

The following B&C applicants were interviewed for the following positions in Council work session held on January 21, 2014:

- Glenn VanBlarcom, **Public Safety Advisory Commission, At-Large, Term Expiring December 31, 2016**
- Sebastian B. Lawler, **Planning Commission, Term Expiring December 31, 2017**
- Michele Trembly, withdrew her application
- Stephanie Keys, **Committee for Citizen Involvement, Term Expiring December 31, 2015**
- Jennifer Brent, Budget Commission, Economic Development Commission, **Historic Landmarks Board, Term Expiring December 31, 2017**, Library Commission, Planning Commission, Public Arts Commission, and Sustainability Commission
- Kathryn Karppinen, **Committee for Citizen Involvement, Term Expiring December 31, 2015**, Economic Development Commission, Planning Commission, Public Safety Advisory Commission and Sustainability Commission

**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
JANUARY 27, 2014 – 5:30 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 2**

- Leslie Applegate-Lanzar, Community Forestry Commission and **Sustainability Commission, Sustainable Business, Term Expiring December 31, 2017**
- Hope Kramer, **Sustainability Commission, Economic, Term Expiring December 31, 2015**
- John Hayes, **Sustainability Commission, Forest Grove School District, Term Expiring December 31, 2016**
- Robin Lindsley, **Sustainability Commission, At-Large, Term Expiring December 31, 2015**
- Elaine Cole, **Sustainability Commission, Educator, Term Expiring December 31, 2016**
- Mitch Taylor, **Sustainability Commission, Non-Profit/Public Service, Term Expiring December 31, 2017**
- Dale Feik, **Sustainability Commission, At-Large, Term Expiring December 31, 2014**
- Brian Schimmel, **Sustainability Commission, At-Large, Term Expiring December 31, 2014**
- Karin Pfeiffer-Hoyt, **Sustainability Commission, Ethnic/Cultural, Term Expiring December 31, 2016**
- Deke Gunderson, **Sustainability Commission, Pacific University, Term Expiring December 31, 2017**

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the above-noted B&C applicant interviews. After Council deliberation, Council collectively made recommendation to appoint members as noted above in **Bold**. Due to no vacancies currently on the Budget Committee and Economic Development Commission (EDC), Council asked staff to consider moving one of existing EDC At-Large members to fill one of the vacancies for Small Manufacturing or Large Manufacturing so that James Draznin could be appointed At-Large on the EDC, to which staff concurred. Resolutions making formal appointments noted above in **Bold** will be considered at the next regular Council meeting of February 10, 2014.

Council took no formal action nor made any formal decisions during the above-noted work session.

**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
JANUARY 27, 2014 – 5:30 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 3**

3. **ADJOURNMENT**

Mayor Truax adjourned the work session at 6:35 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
October 29, 2013 – 7:15 P.M. Page 1 of 2

3D

Members Present: George Cushing, Neil Poulsen, Holly Tsur, Larry Wade (three vacancies)
Staff Present: James Reitz
Council Liaison: Richard Kidd was present
Citizens Present: 01

1. **Call to Order:** Poulsen opened the meeting at 7:20 p.m. **The minutes of the September 24, 2013 meeting were approved as submitted.**

2. **Citizen Communication:** Bryan Corke was present. Although not currently on the Board due to his resignation, he is considering reapplying.

3. **Action Items / Discussion:**

A. **Newsletters – 2014:** Poulsen was praised for a job well done for his work on the most recent issue. The text was very informative and the photos were visually interesting.

Reitz reported that he had spoken with Kerry VanderZanden about doing an article and Kerry had agreed. There was discussion about the needed word count; if slightly over the copy could be edited down but if extremely over then the article would need to be printed over two issues. Tsur noted that photo size as well as type size could be adjusted, but major editing was very labor intensive.

A discussion followed of potential articles for 2014:

- Winter - promotion and sales of historic homes. Tsur said she would approach local Realtor Katya Duncan for assistance.
- Spring – painting. Corke expressed some interesting in this.
- Summer – house envelope. Cushing tentatively offered to write an article on siding and roofing.
- Fall - accessory and outbuildings; author to be determined.

Other topics suggested included landscaping; and historic trees of historic homes.

B. **Holiday Retreat Date:** After discussion it was decided to have a standard meeting on December 17th to go over the presentation for the boards and commissions recognition dinner, and perform any other business. Prior to that meeting Poulsen will send a draft presentation out to everyone for review. An email will be sent out to determine another date for a holiday party.

C. **Website Update RFP:** Wade said that the Board could have a work session to determine which property descriptions needed updating. The RFP would be strictly for development of additional content; once the content is developed it would be relatively easy for he or Tsur update the website with the training they had recently received. Wade offered to outline the scope of work for the RFP and forward it for concurrence to the Board and then send it to Reitz to prepare the RFP.

D. **2014 Preservation Fair:** It was noted that the 2013 event was not as successful as the 2012 fair. Corke thought more promotion was required but it was noted that our budget was limited. A different format was suggested, such as a workshop (similar to 2011's window workshop) rather than the trade show format used the last two years. Workshop topics suggested included carpentry, painting, roofing, siding, and sustainability. Another suggestion was a tour of remodeled historic homes. Other ideas suggested to help increase turnout included getting sponsors to help with the advertising costs, and freebies such as gifts, discount coupons and free food.

But to be a real draw, the Board must determine - what do homeowners want? Corke stressed that contractors want to reach as many people as possible and so promotion should include Hillsboro, Gaston, and Banks as well as Forest Grove. In addition to the question of who we are trying to reach, the Board generally agreed we really don't have the manpower and time to promote the event except in Forest Grove.

It was suggested that we try and partner with other groups such as the Friends of Historic Forest Grove, the Library or other organizations interested in promoting Forest Grove. Also suggested was a change of venue such as the old train station, depending on the type of event.

Wade/Tsur to forgo the 2014 Fair. He noted that the Board has several vacancies and multiple tasks to complete, including updating the website and adoption of the Design Guidelines. Cushing reluctantly concurred, noting that not having an event would be disappointing. **Motion carried unanimously.** Cushing said he will contact vendors early next year to advise them of our decision.

- E. Renovation Grants- Alternate funding sources:** This item was again tabled to the next meeting.
- F. Site Review - Procedures:** Kidd went through the procedures for non-public as well as public hearings. He noted that the staff report will contain a recommendation for action that would comply with the review criteria. The Board could opt for a different decision (supported by findings), but if the Board followed staff's recommendation it would probably be backed up by the City Council.

4. Old Business / New Business

- Council Liaison Report: Kidd had nothing to report.
- Renovation Grant Review Process: Tsur noted that both Wade and Reitz had provided review comments. Due to her heavy work load as well as personal commitments, she would not be able to commit time to completing the draft. Poulsen and Cushing offered to do so, as it was almost complete; Kidd said he would be happy to help as well. Tsur will forward the current draft to them, and they will coordinate a time to complete the draft.
- Staff Update: Reitz reported that the gutter project at 2338 18th Avenue was slowly proceeding; and that the consultant had begun work on the design standards.
- Wade said that his term would up in December 2014 and that he would not be seeking reappointment. He recommended that the Board start looking at long-term goals for the next 20 to 30 years. As the Board has been very successful with the creation of three districts, the website, and the design guidelines, the question now is: what's next?
- November 26 agenda: Newsletter, preservation month planning, alternate funding sources, boards and commissions presentation, renovation grant review process.

- 5. Adjournment:** The October 29, 2013 meeting adjourned at 9:48 p.m.

These minutes respectfully submitted by George Cushing, Secretary

APPROVED

Members Present: George Cushing, Neil Poulsen, Larry Wade (three vacancies)
Member Excused: Holly Tsur
Staff Present: James Reitz
Council Liaison: Richard Kidd was present
Citizens Present: -0-

1. **Call to Order:** Poulsen opened the meeting at 7:17 p.m. As a quorum was not present, approval of the October 29, 2013 meeting minutes was postponed to a later date.
2. **Citizen Communication:** None.
3. **Action Items / Discussion:**
 - A. **Renovation Grant Review Process:** Cushing and Poulsen had not yet met to finalize the draft. Cushing offered to do a cut and paste of the revisions for further consideration by the Board.
 - B. **Website Update RFP:** Wade offered his suggestions for the RFP. It was the consensus of those present that, in addition to the three historic districts, three other webpages should be created. These would include: significant structures not in a district, such as the A. T. Smith House, the Grand Lodge, and the David Hill Winery house; significant historic buildings on the Pacific University campus; and downtown. These pages would include information that is currently available; corrections and updates could be done in the future. The primary need is to develop content; the technical aspect of adding the content to the website would be performed by the Board. Wade noted he and Tsur had received training on website updating procedures and would be able to do that. Reitz will incorporate the outcome of this discussion into the RFP, send it out for one last review by the Board, and then send it out to prospective consultants.
 - C. **Boards and Commission Presentation (January 30, 2014):** The reception is only a few days after our January meeting so the presentation PowerPoint will have to be completed and turned into the city recorder before then. Suggested topics included the preservation fair, website, newsletter, Stewart Award, renovation grant program, design guidelines, and the Board's long-term commitment to Forest Grove. Poulsen said with his knowledge of previous presentations and these suggestions, he could prepare the presentation. It was suggested that photos and other graphics were more visually interesting than mere words, and that the presentation should be short.
 - D. **Fall Newsletter:** Reitz said that Kerry VanderZanden was working on the article and it appeared to be more far-ranging than anticipated. The Board agreed that could be acceptable but the title would have to be adjusted accordingly. Some concern still existed about the length of the article, but it was felt it could be adjusted for publication.
4. **Old Business / New Business**
 - Council Liaison Report: Kidd reported that Forest Grove is the sixth fastest growing in Oregon. He also noted that gang activity was considered the highest in Washington County possibly due to reporting methods but is still a reason to be concerned.
 - Staff Update: Reitz reported that the gutter project at 2338 18th Avenue was proceeding. He also reported that the Robb-Roberts house porch project was nearing completion and was very attractive; the balconettes were installed and were not overpowering.
 - December Meeting: Due to personal schedules and the likelihood of there being no quorum for the next meeting, it was the consensus of those present that the December meeting should be canceled.
5. **Adjournment:** The November 26, 2013 meeting adjourned at 8:37 p.m.

These minutes respectfully submitted by George Cushing, Secretary

APPROVED

3E

1. **CALL TO ORDER:**

Chairman Beck called the meeting to order at 7:00 p.m.

Planning Commission Present: Tom Beck, Al Miller, Lisa Nakajima, Dale Smith and Phil Ruder.

Absent: Carolyn Hymes,

Staff Present: Jon Holan, Community Development Director; Dan Riordan, Senior Planner; Rob Foster, Engineering/Public Works Director; Marcia Phillips, Assistant Recorder.

2. **PUBLIC MEETING:**

2.1 **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:** None.

2.2 **PUBLIC HEARING:**

Approving comprehensive plan/periodic review work products, Metro household and employment growth projections, background chapter of the Comprehensive Plan, final preferred land use concept map, Transportation System Plan update, and forwarding all work products to the Oregon Department of Land Conservation & Development for acknowledgement.

Chairman Beck opened the public hearing, and explained that this was the fourth in a series of public hearings on the Comprehensive Plan Update, and called for the staff report.

Mr. Riordan gave a PowerPoint presentation. Riordan stated that the purpose tonight was to discuss and accept the proposed Commission changes to the Comprehensive Plan (CP) and Transportation System Plan (TSP) work products as previously discussed, and to review and accept the background chapter of the CP and to review and accept Metro's Household and Employment Growth projections. In the Commission's packet Mr. Riordan included correspondence received from Gales Creek Development, LLC, Mark and Tripti Kenser, ODOT, and Tammi McLaughlin.

Mr. Riordan gave an overview of the staff report which included: a summary of the edits to the CP and TSP, an analysis of the 19th Avenue extension street classification, staff's response to concerns about Pacific avenue as a collector west of E Street, confirmation of the Commission's recommendation to remove a new collector street near Fern Hill wetlands, and a further analysis of the preferred land use concept.

Chairman Beck instructed staff to add verbiage to the Metro Growth Projections stating that we need to keep an eye on the population projections to see if we are close to Metro's projection. Metro does the projections every five years. Beck also

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013–7:00 P.M. **PAGE 2 of 8**

said on Page #2 there needs to be a place marker in the TSP for a future transit station. He instructed staff to add a note on Page # 3 that Forest Grove is disconnected from the Portland area, so the transition in their goals is different than ours.

Commissioner Ruder asked if this needs to go elsewhere in the CP.

Mr. Riordan suggested it could go in the Land Use Section.

Chairman Beck suggested it could go to in the Transportation Section also. He stated that we need to emphasize how unique we are.

Commissioner Miller thought that it could go in the Opportunities Section on Page # 4 as well.

Chairman Beck agreed that it could be emphasized there. Beck said the difficulty is if you apply Metro's Household and Employment projections to us, we are probably going to go over our twenty year supply, and this highlights our uniqueness.

Mr. Riordan explained that the City has issued approximately 100 permits per year in the past four years, but this year we have issued 170, so we are well above the past four year's average.

Mr. Holan stated that the City needs a balanced growth in residential and employment to meet costs.

No one in the audience chose to testify at this time.

Regarding the 19th Avenue extension, Mr. Riordan stated that the consultants found that 19th Ave. west of "B" Street was not critical to overall circulation.

In response to a question from the Commission, Mr. Holan stated that if 19th Avenue is designated as a collector street, it needs to connect to Richey Road, but topographically it does not make a good intersection.

Mr. Foster stated that 19th Avenue is too close to Pacific Ave. to have a significant east-west function. He explained that the proposed project, Gales Creek Terrace, has two north-south connections to Pacific Avenue.

In response to a question from Chairman Beck, Mr. Foster said this could make for a very long cul-de-sac, which is an interesting concept.

Mr. Holan explained that City code allows a maximum of 330-feet for a cul-de-sac.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013-7:00 P.M.

PAGE 3 of 8

The Commission concurred that 19th Avenue west of “B” Street should be designated a neighborhood street not connected to Richey Road, and Pacific Avenue should be designated as a collector.

Mr. Riordan reviewed the land use concept, and stated that staff has proposed three new alternatives. He said Alternative # 3 modifies the Commission’s preferred land use alternative by extending the RMH zone further to the west, which decreases the area designated RML and R-7. Riordan explained that Alternative # 4 is similar to Alternative # 3, except the property at the west end would be designated R-5. He stated that Alternative # 5 would make the property at the west end RML.

Commissioner Nakajima reiterated that this is a unique piece of the community, and wants the City to be very careful here. Nakajima preferred Alternative # 1 or # 2.

Commissioner Smith said he was leaning towards Alternative # 3 due to traffic.

Commissioner Ruder said he was torn and could see Commissioner Nakajima’s point but would like to hear more.

Commissioner Miller agreed that this is a unique area.

Chairman Beck said he was strongly in favor of keeping R-7 at the west end, but was not sure how to designate the rest. He stated that if this comes in as a PRD the rules change, and the applicant can propose transitioning the whole thing. Beck said we need to set this up the way we think it should be. He said if they propose something different and the Commission likes it that is alright, but if the Commission does not like it we can say no.

Mr. Riordan explained that the Silverstone parcel along David Hill Road is constrained, and the developer is concerned about designating part of the property commercial. He said there are other areas in the City that could serve that purpose.

Commissioner Ruder stated that it seems the Thatcher Road/David Hill Road area is more suitable for commercial. The Commission concurred.

Mr. Riordan concluded the staff report.

PROPONENTS:

Mimi Doukas, 4230 Galewood St., Lake Oswego, OR, 97035. Ms. Doukas stated that she is with Venture Properties, the developer of the Silverstone property. She thanked the Commission for pulling the commercial designation from the property.

PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM

December 16, 2013-7:00 P.M.

PAGE 4 of 8

Leland Leighton, Westlake Consultants, 15115 SW Sequoia Parkway # 150, Tigard, OR 97224.

In response to the Commission's request, Mr. Leighton pointed out the properties controlled by Gales Creek Terrace, LLC. He explained that connectivity to Pacific Avenue to the north is good. Leighton said they believe the cul-de-sac is the answer due to the topography along Richey Road, and they may have to request an exception for the cul-de-sac length. He stated that there will be a pedestrian connection to Richey Road. Leighton said the applicant is moving towards an integrated plan for the whole area as a single-family PRD of approximately 255 lots. He said they have done a traffic study that shows all the proposed intersections work. Leighton explained that with the PRD there will be a blending of zoning to make the density work overall, and gave the Commissioners a handout (Handout #2) with several tables showing density that compares with the City's alternatives. He said the City's proposed zoning causes the developer to come up short with the number of lots they need. Leighton stated that their preference would be Alternative # 3 or #4. He explained that his client does not intend to apply for the incentive densities.

Chairman Beck stated that if the Commission uses the City's Alternative # 3 the density would be 250 dwelling units.

Mr. Leighton said that staff has gone out of their way to listen to his client, and wanted to thank them.

Tammi McLaughlin, 1140 Pacific Avenue, Forest Grove, 97116. Ms.

McLaughlin explained that she lives in the big yellow house near Richey Road, and is in favor of changing the zoning at the west end of these properties to R-7. She said this is a beautiful and unique area.

Trip Kenser, 1334 Pacific Avenue, Forest Grove, OR 97116. Ms.

Kenser said she submitted a letter in favor of the Gales Creek Terrace development, and strongly opposes zoning that would prevent the sale of her property to the developer. She stated that this is an area within walking distance of downtown and high density would work well. Kenser said a blended development would be more attractive.

Chairman Beck closed the public hearing at 8:45 pm. He asked staff what flexibility the Commission will have over these densities.

Mr. Holan said a PRD is to allow for good design, so it boils down to what the Commission considers good design. He said the developer does have the opportunity to average out the densities, and the Commission will decide if they have designed it well.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013–7:00 P.M.

PAGE 5 of 8

COMMISSION DISCUSSION:

Chairman Beck stated that he prefers Alternative # 3. He said Alternative # 4 pushes the density too high.

Commissioner Miller said many times the Commission looks at zoning without knowing if it is going to happen, and stated he was uncomfortable saying this property should be one zone all the way through. Miller said he prefers Alternative #3.

Commissioner Ruder said he is concerned that an uncertainty may be introduced that may prevent the development from happening. He said he leans towards Alternative # 3.

Chairman Beck said it is our city, and we need to set down what we want and developers have to work with it.

Commissioner Ruder pointed out that Alternative # 3 is a big concession from Alternative # 2, and with high density (which is pretty dense) traffic becomes an issue.

Commissioner Nakajima stated that if you go back to what we have done in working with other developers, Alternative # 3 seems like the best one.

The Commission agreed to Alternative # 3, to designating 19th Avenue as a local street, and the Silverstone property to remain R-5.

Chairman Beck brought the meeting back to staff's memorandum on policy for city services (Handout # 1), and called for the staff report.

Mr. Holan explained that the most recent annexation reviewed by the City brought up the issue of whether new development must connect to public services or should the City allow the installation of private services. He said this issue appears to focus around sewer and water services. Holan said the applicant for the recent annexation indicated that upon being brought into the City, they would pursue a development that would use a private sanitation system and possibly a well to provide domestic water (subsequently they indicated they would connect to City water).

Mr. Holan explained that currently the policy is not to require sewer service unless it is a failing system (presumably from an existing system) and sewer is physically available based on state requirements. He said there is no policy direction for water service connection. Holan read Section 4.405 of the Municipal Code and stated that sewer connection is only required where there is a sewer failure and the specified provisions of the Oregon Administrative Code are met. He explained that this

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013–7:00 P.M.

PAGE 6 of 8

section does not address the need for sewers for new development.

Mr. Holan read OAR Section 340-071-0160(f)(A) and stated that physical availability is a two part test: topographic or other constraints to make physical connection impractical, and distance which increases based on the number of units. He then read Section 10.1.130 E of the City's Development Code and explained that this code section only specifies that a permit can be issued where all necessary services are available and does not require that those services be public. He said that currently the City has allowed the construction of one single family dwelling on a private sanitation system at the west end of Pacific Avenue.

Mr. Holan explained that there is no policy or requirement to require the connection to public sewer (or water), and without such a requirement a proliferation of an urban form of development could occur without public services. Holan explained that once these uses are established it may be difficult to require connection to a public facility in the future, even if such a connection was specified as part of the initial permit approval. He said this is a particular concern where those public services may not occur for several years and different parties are involved.

Mr. Holan suggested that the Commission may want to consider adding a general policy in the Public Facilities Chapter of the CP stating: it is the policy of City of Forest Grove to require new development within the city limits to connect to public services for access, sewer, water and storm water unless private access is approved through the issuance of a land use permit. He said the provision of such a policy provides a basis for the interpretation of the Development Code Section 10.1.130 E for the issuance of a land user or building permit, and would establish the public interest authority to either modify that section and/or Municipal Code Section 4.405.

Commissioner Miller stated that there are going to be some areas where it is difficult to put in the public services.

Chairman Beck said the challenge is that up in the hills the cost is prohibitive to put in public services. He said that by instituting this policy it could prevent the development of these hill properties. Beck said he would suggest the exception be topographic and they could get an exception through a Conditional Use Permit and that way the Commission can look at it.

Commissioner Nakajima agreed.

Chairman Beck said development is a timing issue, and we can sympathize as long as we get to look at it so the applicant needs to come before the Commission.

Mr. Foster said leap-frogging is an issue when property develops before

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013-7:00 P.M. **PAGE 7 of 8**

intermediate property does, so it may be very difficult for the City to force them to connect later.

The discussion ended and Chairman Beck asked for a motion.

Commission Ruder made a motion to recommend approval to the City Council of the comprehensive plan/periodic review work products, Metro household and employment growth projections, background chapter of the Comprehensive Plan, final preferred land use concept map, Transportation System Plan update, and the forwarding of all work products to the Oregon Department of Land Conservation & Development for acknowledgement. Commissioner Nakajima seconded. Motion passed 5-0.

Chairman Beck said that we have a new intersection at Thatcher and David Hill Roads with a speed limit of 40 MPH. Beck said the speed limit needs to be reduced.

Mr. Foster explained that it is a county road, and we can only request a reduction of speed. He also explained that the City had to use political pressure to get the County to put pedestrian crossings on their roads at the new intersection.

Commissioner Ruder stated that there is a dense housing development going in right across the road from the well-used City park - it is a dangerous situation. Ruder said the road crests right as you get to the intersection which impairs visibility.

Chairman Beck stated that it is a continuing issue how we deal with the county on county roads inside the city limits. He explained that the Commission actually wrote a letter to the County.

Mr. Foster explained that the thinking is, next time the City comes up for MSTP money, we will use it to bring Thatcher Rd. up to city standards, then we will take over the road.

2.3 ACTION ITEMS: None.

2.4 WORK SESSION ITEMS: None.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES: Commissioner Miller made a motion to approve the minutes of the December 2, 2013 meeting. Commissioner Smith seconded. Motion passed 5-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

December 16, 2013–7:00 P.M. **PAGE 8 of 8**

3.3 DIRECTOR’S REPORT:

Mr. Holan said there is nothing set for the next meeting. He explained that staff attended a training class for Coalition for A Livable Future, and they have a lot of GIS information on demographics, etc. Staff would like to show that to the Commission, and is something we might do at the second meeting in January or the first meeting in February.

3.4 ANNOUNCEMENT OF NEXT MEETING: The date for the next meeting is yet to be determined.

3.5 ADJOURNMENT: The meeting adjourned at 9:23 pm.

Respectfully submitted by:
Marcia Phillips
Assistant Recorder

APPROVED

PUBLIC SAFETY ADVISORY COMMISSION
Forest Grove Fire Station
1919 Ash Street
December 17, 2013
Page 1 of 3

34

Approved by the Public Safety Advisory Commission on January 22, 2014

1. **ROLL CALL:**

Meeting Called to Order by Chairman Mills at 8:00 am.

Members Present:

Chairman Robert Mills, Tim Dierickx, Mike Bernhardt, Drue Garrison, Laura Hale, Nathan Seable and John Rinier

Liaisons Non-Voting Representatives Present:

Tom Johnston,

Members Absent:

Liaisons Absent:

Others Present:

Fire Chief Michael Kinkade, Sharon Cox, Press Edwin Rios,

2. **INTRODUCTIONS**

Self- introductions were made

3. **CITIZEN COMMUNICATIONS**

None

4. **APPROVAL OF MINUTES**

There was a motion by Mike Bernhardt and a second by Nathan Seable to approve the minutes of the October 23, 2013 meeting as emailed.

There was a motion by Nathan Seable and a second by Mike Bernhardt to approve the minutes of the November 27, 2013 meeting as emailed.

MOTIONS CARRIED 7-0

5. **ADDITIONS/DELETIONS**

None

6. ACTION ITEMS/DISCUSSION

None

7. STAFF REPORTS

Police Department – Not in attendance

Fire Department – No report

8. OLD BUSINESS

Graffiti update – Still need to store paint and schedule to finish painting the fence.

Backyard Burning – Chief Kinkade presented the backyard burning information to the Commission. He said he was looking for a recommendation from them to take to the City Council. The discussion followed how the fire department has no authority to regulate burning. This is done by the Department of Agriculture and the DEQ. There are basically 2 time periods during the year that residents can burn. They are from March 1 thru June 15 and October 1 thru December 15. This burning is for yard debris only.

Bob Mills' concern was who would enforce a ban.

Mike Bernhardt did not see a public safety concern. He said the public would need to be educated and he did not see a reason to make a change.

John Rinier said they should consider the resources and costs to responding to nuisance fires, etc. He would suggest a ban on burning with possible permit burning for those with large lots.

Laura Hale said that no one in her neighborhood burns. The City needs to consider the resources needed to dispose of the waste that people currently burn. She said there is a mentality that "government is always taking things away from the people". She thinks there should be no change.

Nathan Seable suggested maintaining the status quo. When you try to change or manipulate human behavior there is usually a cost.

Drue Garrison and Tim Dierickx did not see a reason to change.

There was a motion by John Rinier with a second by Mike Bernhardt to vote on Option 1 – Ban Burning, Option 2 – No Change or Option 3 – Modified Burning.

Option 1 – 1 yes vote.

Option 2 – 6 yes votes

Option 3 – no votes.

PSAC recommendation is to make no changes to backyard burning.

NEW BUSINESS

Election of Chairperson – Bob Mills was nominated by Mike Bernhardt to the position of chairperson. There was a second by Nathan Seable.

MOTION CARRIED 7-0

ANNOUNCEMENT OF NEXT MEETING – January 22, 2014 @ 8:30 am.

ADJOURN

The meeting was adjourned at 8:55 am.

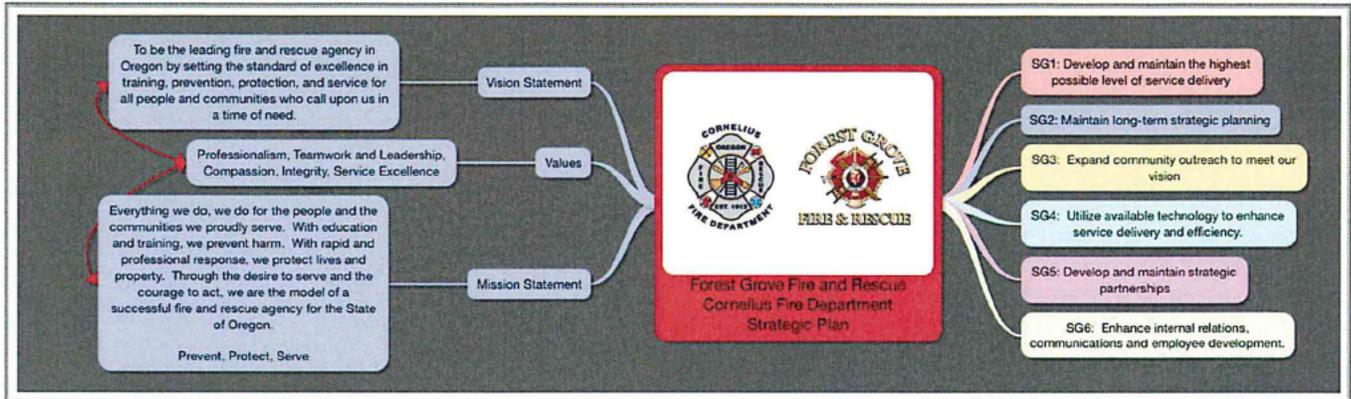
Recorded & submitted by:

Sharon Cox, Administrative Assistant



Fire Chief's Report

Reporting Period: December 9-January 12, 2013



Notable Calls and Events

- Forest Grove: On January 10 crews responded to a second alarm fire in a multi-family residence at 22nd and Main. Three people were injured, one with critical burns, in a fire that was reportedly started by a resident making hash oil.



- Forest Grove: Crews responded to a rollover accident on Goff Road caused by icy roads on January 4.

- Forest Grove: It was a bad month on Highway 47. There was a vehicle accident and fire on Highway 47 on January 1, where

one patient was transported to the local trauma center. Another rollover accident occurred on December 28, and another accident with four patients and significant extrication on December 23.





Fire Chief's Report

Reporting Period: December 9-January 12, 2013



- Forest Grove: House fire in the 2200 block of Laurel Drive on December 21, started by a malfunctioning wireless controller for remote control planes. The fire was contained to the room of origin.
- Cornelius: Motor vehicle accident on Golf Course Road, near Lafollett Road.
- Forest Grove: Crews responded on December 13 to an overturned propane truck in Gales Creek in extreme ice conditions, and stood by while the truck was righted.
- Forest Grove: House fire on December 10 on Cedar Avenue and 23rd, started by a space heater too close to combustible material.





Fire Chief's Report

Reporting Period: December 9-January 12, 2013



Projects and Administration

Links to strategic goals are indicated by the SG# at the end of each update. See chart on page 1.

- Joint: Forest Grove and Cornelius graduated their largest recruit academy ever - 22 new volunteer firefighters joined our ranks after a graduation ceremony on December 17, 2013. Currently the departments have over 80 applications for our spring academy (SG6).



- Joint: The annual Toy Drive was another success. In Cornelius over 100 families with almost 400 children were provided with toys for Christmas. In Forest Grove over 200 families and 600 children received toys (SG3).





Fire Chief's Report

Reporting Period: December 9-January 12, 2013



- Joint: Update on TVID hydrant project: I presented the draft agreement to the TVID board on December 9. The board had a few questions which have since been answered. The agreement was approved by both the Forest Grove and Cornelius Rural Fire Boards, and it goes before the TVID board on January 14. This agreement would allow us to place hydrants in their water system, dramatically improving water availability in the rural areas (SG1, SG5).
- Cornelius: Update on Type I Engine acquisition: The proposed agreement (already approved by the CRFPD) was presented to the Cornelius City Council and approved. The committee of Ty Augustine, Rob Marcoff and George Robards have been reviewing specifications and are doing a final review of the KME specs (SG1).
- Cornelius: Update on air trailer acquisition: Provided presentation to Cornelius City Council which approved the purchase of this grant funded trailer. The trailer was ordered from Seawestern in early December, with an expected arrival sometime this spring (SG1).
- Joint: Scoggins Dam Exercise: I attended a meeting and tabletop exercise where we reviewed the emergency activation plan and conducted a tabletop exercise of a potential dam failure. Several lessons were learned which will be incorporated in the next date of our EOP. The next evening Forest Grove hosted a public meeting conducted by the Bureau of Reclamation attended by over 60 people (SG2).
- Forest Grove: Continued providing training for City Council and Department Directors on use of iPads (SG3, SG4, SG5)
- Forest Grove: Lt. Will Murphy provided training to all crews in use of new video laryngoscopes, surgical cricothyrotomy and CO monitors. On January 11 Firefighter/Paramedic Rick Ilg utilized the video laryngoscope to successfully intubate a critical patient (screenshot from video of vocal cords prior to intubation) (SG5).
- Joint: Dr. Daya provided monthly EMS case reviews on December 16 (SG1, SG5).





Fire Chief's Report

Reporting Period: December 9-January 12, 2013



- Joint: Met with Forest Grove/Cornelius City Attorney to discuss design of intergovernmental agreement to simplify and coordinate the joint volunteer program (SG6, SG5).
- Forest Grove: Conditional job offer made to Volunteer Firefighter Jay Edwards. His first day is scheduled for January 27.
- Joint: Met with Fire Prevention Team and reviewed last years goals and objectives, reviewed accomplishments and outlined future goals (SG3).
- Joint: Met with Wellness/Fitness Team to review accomplishments and update goals (SG6).
- Forest Grove: Provided presentation to PSAC on backyard burning issue. PSAC recommended that there be no change to the current burning regulations (SG5).
- Joint: Fire Defense Board met at Forest Grove ODF, discussed the recent EMS system strategic planning process and reviewed ODF mutual aid resources and capabilities available during and after fire season. This presentation was uploaded to the Response folder on all iPads (SG5).
- Joint: Successfully implemented the iPad MDT program for Chief officers with TVFR (SG4, SG5).
- Cornelius: After six months of frustration dealing with the recall from Chrysler, Brush 816 was repaired and placed back in service with the assistance of Dick's Chrysler/Dodge dealership in Hillsboro.
- Joint: Received notification from State emergency management that they will fund the Continuity of Operations Plan (COOP) up to \$60,000, but project must be completed by July 30. Currently evaluating whether this can be done (SG2).
- Joint: Continued working with contractor to update the Forest Grove/Cornelius emergency operations plan. This project is funded by State emergency management (SG2).
- Cornelius: Captain Marc Reckmann successfully submitted an amendment to our 2010 SAFER grant to purchase two new sets of turnouts for interns (SG6).
- Forest Grove: Our volunteer recruitment and retention program was featured in this months edition of the Special Districts Association of Oregon newsletter (http://sdao.informz.net/z/cjUucD9taT0zNzEyMjIyJnU9MTA0Mzg1MDg4NiZsaT0yMDU2NDQwOCZsPWh0dHA6Ly9zZGFvLmluZm9ybXoubmV0L2FkbWluMzEvY29udGVudC90ZW1wbGF0ZS5hc3A_c2lkPTM1NTQ4fGJyYW5kaWQ9NDIzNXx1aWQ9MTA0Mzg1MDg4NnxtaT0zNzEyMjIyYfHB0aWQ9ODE1/index.html) (SG5, SG3).



Fire Chief's Report

Reporting Period: December 9-January 12, 2013



- Forest Grove: Public works completed the installation of the training hydrant behind Station 4 and it is now in service (SG6).
- Joint: Division Chief O'Connor is planning a NFPA 1403 Live Fire Training in Acquired Structures class for late January. This class trains firefighters to safely conduct live fire training in donated houses. A house in Cornelius will be used for this training (SG6).

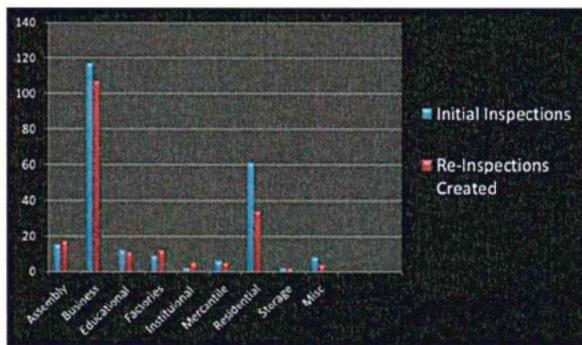
Strategic Goals

Strategic plan update here:

<https://www.dropbox.com/s/gfnog1rt4ry2tlu/Strategic%20Plan%20-%20Strategies.pdf>

Once the page opens click to zoom in, use the arrow keys on your keyboard to move around. Our progress is updated frequently. This update can also be accessed on our web site.

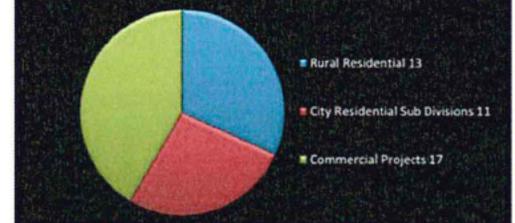
2013 Fire Inspections Table by Occupancy



This table breaks down as inspections completed by occupancy as follows:

Occupancy	Initial Inspections	Re-Inspections	Hazards Noted/Abated
Assembly:	16	18	53/47
Business:	117	66	213/214
Educational:	12	11	41/20
Factories:	11	11	43/43
Institutional:	2	2	8/7
Mercantile:	7	5	11/13
Residential	61	37	86/69
Storage	4	2	9/6

Fire Department Access and Water Supply Plan Reviews 2013





Fire Chief's Report

Reporting Period: December 9-January 12, 2013



ALARM RESPONSE	THIS MONTH			THIS YTD			LAST YEAR	
TOTAL CALLS	337			3307			273/3089	
TYPES OF ALARMS	THIS MONTH			THIS Y-T-D			THIS MONTH	LAST
	City	Dist	Total	City	Dist	Total	LAST YEAR	Y-T-D
Rescue & First Aid	186	19	205	2052	228	2280	200	2121
Cancelled EMS	27	4	31	242	44	286	12	110
Structure Fire	4	2	6	30	15	45	7	32
Vehicle Fire (mobile property)	2	0	2	8	4	12	1	10
Brush, Grass, Leaves, Trees	0	0	0	18	6	24	0	29
Trash, Rubbish	0	0	0	7	0	7	0	5
Smoke & Odor Investigation	3	0	3	29	17	46	1	50
Illegal Burn	0	0	0	33	22	55	2	50
Hazardous Mat/Situation	6	1	7	35	15	50	7	80
Public Service/Good Intent	36	11	47	236	39	275	22	306
Mutual Aid	0	0	0	0	0	105	7	100
False Alarm/Alarm Malfunctions	15	5	20	102	12	114	14	121
Cancelled Alarms	1	6	7	2	6	8	0	75
TOTAL CALLS	280	48	337	2794	408	3307	273	3089
Chaplain reports	0	0	0	2	0	2	0	0

	This Month	This Y-T-D	Last Year	Last Y-T-D
Calls occurring at same time	84	531	39	469
FIRE COSTS	This Month	This Y-T-D	Last Year	Last Y-T-D
Persons Injured by Fire	0	3	3	3
Fatalities by Fire	0	0	0	0
Estimated Loss	\$54,300	\$820,310	\$131,000	\$331,955
Estimated Savings	\$303,790	\$3,744,180	\$1,223,370	\$15,565,785
COMPANY ACTIVITIES	This Month	This Y-T-D	Last Year	Last Y-T-D
Assemblies	9	46	0	45
Businesses	16	237	0	34
Educational	2	26	0	18
Factories	5	28	0	3
High-Hazard	0	1	0	2
Institutional	0	4	0	6
Mercantile	4	14	0	5
Residential	10	115	0	15
Storage	3	7	0	0
Miscellaneous	0	13	0	0
New Smoke Alarms	0	12	0	3
Home Safety Survey	0	1	0	1
Complaints	0	15	1	8
Press Releases	0	13	3	13
Media Interviews	0	55	14	81
Investigations	3	14	4	16
Juveniles	0	5	0	3
Address Signs	18	31	0	0
Driveways	1	14	0	19
Commercial Plans	0	17	0	13
Residential Plans	0	11	0	2
Public Education Programs	2	64	0	26
PERSONNEL	This Month	Last Month	Last Year	
Total Paid Personnel (includes Temporary employees)	21	26	21	
Volunteer Support Roster	58:18	56:12	59	
REMARKS:				
Freezing temperatures during the first 2 weeks of the month				
64 Calls Occurring at the same time - 44 times 2 at same time, 8 times 3 at same time, 6 times 4 at same time and 1 time 7 calls at same time				
Fire drive helped over 213 families 625 children				



Forest Grove Police Department / January 2014

- Arranged traffic control for the Holiday Light Parade. One reserve officer worked the event. Two patrol cars with additional lighting participated in the parade.
- The department participated with Cornelius Police with Shop with a Cop at Cornelius Fred Meyers. Cornelius again made the request for help this year as they did not have enough officers to fulfill obligations to the event.
- The department received generous support from Walmart in providing toys to our officers to hand out to needy children or at random moments to encourage positive interaction between our young people and officers. Gifts were handed out at a bus stop on one day. We also handed out gifts at a neighborhood watch meeting.
- Met with grant officials in planning a DUII Saturation High Visibility Enforcement patrol this weekend. Grant officials are allowing Cornelius Police to fall under the umbrella of the Forest Grove Police Department grant requirements. Cornelius Police simply do not have the manpower for a high visibility patrol which requires a minimum of three. By joining with Forest Grove, our agency not only continues its involvement in this grant opportunity, but also assists CPD to be able to do the same by helping them meet their grant requirements.
- The department is in final stages of testing a portable camera system worn by an officer during citizen contacts and enforcement action.
- The background investigation complete for next police office candidate Shane Rogers. He is scheduled for the next phase of the process with HR and should begin in January if all goes well.
- Captain Herb and Captain Ellingsburg, along with Reserve Officer Jared, attended Officer Kimsey's academy graduation in Salem on 2/13/13. He has now begun his 12 week FTEP program.
- During the early morning hours on December 20th, Forest Grove Police Officers served a controlled substance search warrant in the 3300 block of 19th Avenue in Forest Grove. Officers located evidence that supports the possession and delivery of methamphetamine. There were 5 adult persons detained at the residence. No arrests have been made and the investigation is still active. Forest Grove officers were assisted by a Washington County Deputy and his drug canine.

- **Both captains attended a regional commanders meeting. Forest Grove hosts the next meeting in January.**
- **Chief Schutz was elected the new Vice-Chair for the Washington County Law Enforcement Commander's which meet on a monthly basis.**
- **The department assisted Cornelius Police Department with the annual Shop with a Cop at the Walmart store.**
- **The department hosted a Commanders Meeting with law enforcement leaders from throughout Washington County in attendance.**
- **The department completed a High Visibility Enforcement patrol on December 21st. Over 30 traffic stops were made with one DUII arrest, 4 MIP's, 4 citations for Driving While Suspended and arrests for drug possession and False Information to a Police Officer.**
- **A minor decoy operation for compliance checks took place on Friday January 3 in cooperation with OLCC. 14 bars/restaurants were visited with 3 failing to check ID and serving to minors. Citations were issued to employees at Momma Gia's, My Place Tavern and Jade Green Palace.**
- **Shane Rogers began employment on Monday January 6 and is in the first phase of his training.**
- **Several officers attended Active Shooter training over the holiday break.**
- **Detectives are in trial this week in the fatal Hit & Run case with the Dieter-Robinson girls back in October. The trial will likely go into next week.**
- **Forest Grove hosted the first Landlord Forum of 2014 along with the Westside Crime Prevention Coalition at the Willow Creek PCC Campus Wednesday January 8.**
- **The department is processing the final applications for upcoming 6th annual Citizen's Academy with two weeks still left to apply. We have 23 applications so far it set at 25 and there are two weeks left before applications close.**

35

Monthly Building Activity Report

January-14

2013-2014

Category	Period: January-13		Period: January-14	
	# of Permits	Value	# of Permits	Value
Man. Home Setup	1			
Sing-Family New	10	\$2,367,649	10	\$2,801,719
SFR Addition & Alt/Repair	4	\$143,661	4	\$30,386
Mult. Fam. New/At			4	\$2,928,000
Group Care Facility				
Commercial New	1	\$1,036,266		
Commerical Addition			1	\$313,674
Commercial Alt/Repair	4	\$243,100	7	\$3,326,840
Industrial New				
Industrial Addition				
Industrial Alt/Repair				
Gov/Pub/Inst (new/add)	1	\$133,491		
Signs			1	\$1,900
Grading				
Demolitions	1	\$100		
Total	22	\$3,924,266	27	\$9,402,519

Fiscal Year-to-Date

2012-2013		2013-2014	
Permits	Value	Permits	Value
125	\$18,115,744	167	\$35,881,874

Cornelius
Permits Summary by Type
CITY OF FOREST GROVE
For 01/01/2014 to 01/31/2014

Permit Type	Description	Permits	Square Feet	Valuation	Fees Paid	Custom Field Valuation
xmcotc	Cornelius Mechanical Commercial Over the Count	2	0.00	0.00	99.01	0.00
xmecrn	Cornelius Mechanical Permit Residential New	1	0.00	0.00	73.71	0.00
xmrotc	Cornelius Mechanical Residential Over the Counte	5	0.00	0.00	160.62	0.00
xplmrn	Cornelius Plumbing Permit Residential New	1	0.00	0.00	354.76	0.00
xpotc	Cornelius Plumbing Over the Counter	2	0.00	0.00	134.40	0.00
xsfal	Cornelius Single Family Alteration	1	0.00	0.00	159.65	3,307.50
xsfn	Cornelius Single Family Dwelling New	1	1,666.00	125,185.78	1,856.29	125,185.78
Grand Total		13	1,666.00	125,185.78	2,838.44	128,493.28

<u>Report Group</u>	<u>Fee Code</u>	<u>Fee Description</u>	<u>Amount</u>
bldg	bldpmt	Building Permit Fee	1,138.95
bldg	blprv	Building Plan Review Fee	740.32
bldg	mcplre	Mechanical Plan Review Equip	13.45
bldg	mcstsf	Mechanical State Surcharge Equ	23.68
bldg	mcstsr	Mechanical State Surcharge	10.61
bldg	mech	Mechanical Permit Fee/equip.	197.20
bldg	mecval	Mech.Commercial Permit Fee	88.40
bldg	plmb	Plumbing Permit Fee	436.75
bldg	plstsr	Plumbing State Surcharge	52.41
bldg	stsur	State Surcharge	136.67
		Total for Group bldg	<u>2,838.44</u>
		Grand Total:	<u><u>2,838.44</u></u>

36

RESOLUTION NO. 2014-21

**RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
COMMITTEE FOR CITIZEN INVOLVEMENT**

WHEREAS, Resolution No. 1991-57 has provided for a Committee for Citizen Involvement; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exist vacancies on the Committee for Citizen Involvement; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Committee for Citizen Involvement, and subsequently interviewed citizens making application for service on this Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Committee for Citizen Involvement for the following term (new appointment noted in **CAPS** and **BOLD**):

<u>Last Name</u>	<u>First Name</u>	<u>Term Expires</u>
Bannister-Lawler	Sebastian	December 31, 2015
KARPPINEN	KATHRYN	DECEMBER 31, 2015
KEYS	STEPHANIE	DECEMBER 31, 2015
Kronen	Jordan	December 31, 2014
Pariera	Debbie	December 31, 2014
Perrault	Michael	December 31, 2015
Rose	Stephanie	December 31, 2017

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor



Student or citizen voting member

*Interviewed
12/14 @
5:25pm*

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
DEC 11 2013
BY:

(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|---|-----------------------------------|--|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input checked="" type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Stephanie Keys

RESIDENCE ADDRESS: [REDACTED]

MAILING ADDRESS: [REDACTED] Forest Grove, OR 97116

EMPLOYER: PacU Events and Services - Work Study

HOME PHONE: [REDACTED]

BUSINESS PHONE: [REDACTED]

E-MAIL: [REDACTED]

OCCUPATION/PROFESSION: Student

Years living in Forest Grove? < 1 Live in City limits? Yes How did you hear of this opportunity? At the meetings

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? Being new to the area, I'm not sure how the city is performing yet, it seems to be doing just fine but I expect I will learn more at the upcoming ATM.

Why are you interested in serving on the Advisory Board/Committee/Commission? For a Community Politics class I took this semester, I sat in on several CCI meetings and found them to be really engaging. Citizen's Involvement is a crucial and difficult goal for a town, and to be a part of that seems like a great way to gain some political experience.

What contributions do you feel you can/will make to the Board/Committee/Commission? I hope that as someone new to the community I might be able to offer a new perspective on several issues. As a student at the University as well I might be indicative of what other new students think about Forest Grove.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I have always been good at expressing my ideas and contributing to discussions in a group setting, I am well organized and enthusiastic about helping. I have a lot of experience in the work force and know how to keep commitments.

Previous/current appointed or elected offices: None

Previous/current community affiliations or activities: None

If not appointed at this time, may we keep your name on file? Yes No

Signature: Stephanie Keys Date: 12/4/13
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

Term exp 12/31/15

1/21/14
25:35pm



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
NOV 21 REC'D
BY:

(Please complete, sign and date application form and return to:

City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|--|---|
| <u>2</u> Budget Committee | 3-4 times in May | <u>4</u> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <u>2</u> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <u>4</u> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <u>5</u> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <u>3</u> Public Arts Commission | 2 nd Thursday, 5pm |
| <u>5</u> Economic Development Commission | 1 st Thursday, Noon | <u>3</u> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <u>5</u> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <u>1</u> Sustainability Commission | |
| <u>5</u> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: KATHRYN KARPPINEN

RESIDENCE ADDRESS: [REDACTED]

MAILING ADDRESS: FOREST GROVE, OR 97116

EMPLOYER: RETIRED

HOME PHONE: [REDACTED]

BUSINESS PHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

OCCUPATION/PROFESSION: _____

Years living in Forest Grove? 8 1/2 Live in City limits? YES How did you hear of this opportunity? City Council mtg

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? We are doing good, but we can always try for improvement. Working on sustainability has shown me that there is always room to do better. Adding new members to these boards is helpful.

Why are you interested in serving on the Advisory Board/Committee/Commission? I want to help make Forest Grove a better city by giving my ideas and observations.

What contributions do you feel you can/will make to the Board/Committee/Commission? I am a citizen who has tried to help anywhere needed or asked. I have been chair of the Transportation Committee of the Ad-Hoc Sustainability Committee.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I work hard to try to bring my ideas and those of others to fruition. Organizing and writing our Transportation plan required the whole team, not just me.

Previous/current appointed or elected offices: _____

Previous/current community affiliations or activities: _____

If not appointed at this time, may we keep your name on file? Yes No

Signature: Kathryn Karppinen Date: 11/18/2013
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

Term Exp 12/31/15



RESOLUTION NO. 2014-22
RESOLUTION MAKING APPOINTMENTS TO
ECONOMIC DEVELOPMENT COMMISSION
VOTING REPRESENTATIVE

WHEREAS, Resolution No. 2007-45 has provided for an Economic Development Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exist an vacancies on the Economic Development Commission; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Economic Development Commission, and subsequently interviewed citizens making application for service on this Commission; and

WHEREAS, the City Council has received notification from businesses who desire to be appointed representatives to the Economic Development Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Economic Development Commission for the following term (new appointments noted in **CAPS** and **BOLD**):

<u>Last Name:</u>	<u>First Name:</u>	<u>Position/Representative:</u>	<u>Term Expires:</u>
Budelman	Tim	Norris-Stevens (Broker Industrial/Commercial)	December 31, 2014
Corona	Eduardo	Adelante Mujeres (Hispanic Community)	December 31, 2015
Cress	George	Forest Grove Light and Power (Utility)	
DRAZNIN	JAMES	AT-LARGE	DECEMBER 31, 2015
Duncan	Lisa	Tuality Hospital – Primary	December 31, 2014
Krautscheid	Steve	Tuality Hospital – Alternate (Health/Medical Care)	
Frandsen	Mark	Grove Properties (Residential Developer)	December 31, 2016
Barrer	Zach	McMenamins – Primary	December 31, 2015
Olivos	Hilary	McMenamins – Alternate (Large Commercial)	
Hayes	John	Forest Grove School District - Primary (Public School)	December 31, 2014
Potter	Connie	Forest Grove School District – Alternate	

Jones	Don	Bank Of The West (Financial)	December 31, 2016
Kramer	Hope	Urban Decanter (Downtown Retail Business)	December 31, 2015
Mallery Hornberger	Mike Lois	Pacific University – Primary Pacific University – Alternate (Higher Education)	December 31, 2016
Marks Scott	Kelly Cheryl	Portland Community College – Primary Portland Community College – Alternate (Workforce Development)	December 31, 2014
McVean	Bruce	New Season Foods (Food/Beverage)	December 31, 2016
Nakajima	Mark	Ace Hardware (Small Manufacturer/Business)	December 31, 2015
STEELE SCHWAN	TOM JOHN	VIASYSTEMS – PRIMARY VIASYSTEMS – ALTERNATE (LARGE MANUFACTURER/BUSINESS)	DECEMBER 31, 2016
Storms Henningsen	Guy Mike	Henningsen Cold Storage – Primary Henningsen Cold Storage - Alternate (Commercial/Industrial)	December 31, 2014
Sullivan Hundley	Howard Mike	FG/Corn Chamber of Commerce – Primary FG/Corn Chamber of Commerce - Alternate	December 31, 2016
Viera Rehrig	Christian Brett	High Tech Crating – Primary High Tech Crating – Alternate (Wood/Ag Products)	December 31, 2015
Wilbur	Brian	Pacific Insurance Partners (Small Commercial)	December 31, 2016

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

TO:

1/27/14

5:30pm



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

(Please complete, sign and date application form and return to:

City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

RECEIVED
DEC 27 REC'D
BY:

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- 1 Budget Committee 3-4 times in May
Committee for Citizen Involvement 3rd Thursday, 5:30pm
Community Forestry Commission 3rd Wednesday, 5:15pm
Economic Development Commission 1st Thursday, Noon
Historic Landmarks Board 4th Tuesday, 7:15pm
Library Commission 2nd Tuesday, 6:30pm
Parks & Recreation Commission 3rd Wednesday, 7am
Planning Commission 1st & 3rd Monday, 7pm
Public Arts Commission 2nd Thursday, 5pm
Public Safety Advisory Commission 4th Wednesday, 7:30am
Sustainability Commission

NAME: JAMES DRAZMIN

HOME PHONE: [Redacted]

RESIDENCE ADDRESS: [Redacted]
MAILING ADDRESS: [Redacted]

BUSINESS PHONE: [Redacted]

EMPLOYER: Swallowtail School

E-MAIL: [Redacted]
OCCUPATION/PROFESSION: Charitable Fundraiser

Years living in Forest Grove? 27 Live in City limits? Yes How did you hear of this opportunity? Utility bill

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance?

Why are you interested in serving on the Advisory Board/Committee/Commission? I enjoy participating in civic activities and the public sector. I am particularly interested in areas where the private, public and non-profit sectors intersect.

What contributions do you feel you can/will make to the Board/Committee/Commission? I will bring experience, a long-range perspective, and other freshness from a decade NOT serving on commissions

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? Experience on City Council is likely highest qualification for Budget Committee. For Econ. Dev. Commission my "skill" is a dedication to smart, sustainable growth.

Previous/current appointed or elected offices: Planning Commission, City Council, Parks & Rec. Comm.

Previous/current community affiliations or activities: Pacific Univ. Employee

If not appointed at this time, may we keep your name on file? Yes No
Signatures: J.W. Drazmin Date: 12/27/2013
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

AT-19 Team 12/31/15

City of Forest Grove is a Drug Free Workplace and Equal Opportunity Employer

(App 11/13)



ECONOMIC DEVELOPMENT COMMISSION
VOTING REPRESENTATIVE

(Please complete, sign and date application form and return to:

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1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

ECONOMIC DEVELOPMENT COMMISSION (EDC):

(Meets 1st Thursday at Noon)

AGENCY NAME: Viasystems

	<u>Primary:</u>	<u>Alternate:</u>
Member:	Tom Steele	John Schwan
Mailing Address:	[REDACTED]	[REDACTED]
Phone (work):	[REDACTED]	[REDACTED]
Phone (home):		
Fax:		
E-Mail:	[REDACTED]	[REDACTED]

It is the desire of the above agency to appoint/elect the above member(s) to represent the above agency as a voting representative to the Forest Grove Economic Development Commission.

Date: January 30, 2014 **Submitted by:** Tom Steele

Title: Vice-President & General Mgr

(EDC App 12/12)



RESOLUTION NO. 2014-23

RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
HISTORIC LANDMARKS BOARD

WHEREAS, the City of Forest Grove has provided for a Historic Landmarks Board pursuant to City Code; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exist vacancies on the Historic Landmarks Board; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Historic Landmarks Board, and subsequently interviewed citizens making application for service on this Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Historic Landmarks Board for the following term (new appointment noted in **CAPS** and **BOLD**):

<u>Last Name</u>	<u>First Name</u>	<u>Term Expires</u>
BRENT	JENNIFER	DECEMBER 31, 2017
Cushing	George	December 31, 2017
Poulsen	Neil	December 31, 2016
Tsur	Holly	December 31, 2017
Wade	Larry	December 31, 2014
Vacancy		December 31, 2014
Vacancy		December 31, 2016

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

1/21/14
5:30pm

RECEIVED
JAN 0 5 REC'D
BY:

(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- Budget Committee 3-4 times in May
- Committee for Citizen Involvement 3rd Thursday, 5:30pm
- Community Forestry Commission 3rd Wednesday, 5:15pm
- Economic Development Commission 1st Thursday, Noon
- Historic Landmarks Board 4th Tuesday, 7:15pm
- Library Commission 2nd Tuesday, 6:30pm
- Parks & Recreation Commission 3rd Wednesday, 7am
- Planning Commission 1st & 3rd Monday, 7pm
- Public Arts Commission 2nd Thursday, 5pm
- Public Safety Advisory Commission 4th Wednesday, 7:30am
- Sustainability Commission

NAME: Jennifer E. Brent HOME PHONE: 503-462-1716
 RESIDENCE ADDRESS: [REDACTED] BUSINESS PHONE: [REDACTED]
 MAILING ADDRESS: [REDACTED] E-MAIL: [REDACTED]
 EMPLOYER: Mid Co OCCUPATION/PROFESSION: Bus driver

Years living in Forest Grove? 2 months Live in City limits? How did you hear of this opportunity? mech Eng FYI FG
 How would you currently rate City's performance? Excellent Good Fair Poor
 What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? To explore being part of a community, pay back, its family calling

What contributions do you feel you can/will make to the Board/Committee/Commission? fresh out look, logical thinking, good communicator, time

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? Previously served on the TV parks and rec - cedar Hills advisory bd for 4-6 yrs.

Previous/current appointed or elected offices: _____
 Previous/current community affiliations or activities: _____

If not appointed at this time, may we keep your name on file? Yes No
 Signature: Jennifer E. Brent Date: 1/6/14
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed

(App 11/13)

Term exp 12/31/17

3K

RESOLUTION NO. 2014-24

**RESOLUTION MAKING APPOINTMENTS
TO THE CITY OF FOREST GROVE
LIBRARY COMMISSION**

WHEREAS, the City of Forest Grove has provided for a Library Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exist vacancies on the Library Commission; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Library Commission, and subsequently interviewed citizens making application for service on this Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Library Commission for the following term (new appointment noted in **CAPS** and **BOLD**):

<u>Last Name</u>	<u>First Name</u>	<u>Term Expires</u>
AUGUSTINE	NICKIE	DECEMBER 31, 2014
Bailey	Pamela	December 31, 2015
Hicks	Annelle (Annie)	December 31, 2015
Martin	Douglas	December 31, 2014
Poulsen	Kathleen	December 31, 2015
Smoland	Dayla	December 31, 2015
Youngberg	Jon	December 31, 2015

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

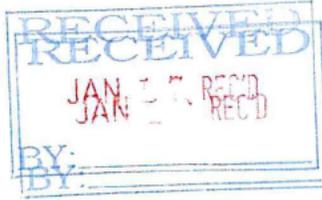
APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

1127114
2:50 pm



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



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1924 Council Street • P. O. Box 326
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Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|--|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input checked="" type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input type="checkbox"/> Sustainability Commission | |
| <input checked="" type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Nikki Augustine

HOME PHONE: [REDACTED]

RESIDENCE ADDRESS: _____

BUSINESS PHONE: _____

MAILING ADDRESS: [REDACTED]

E-MAIL: [REDACTED]

EMPLOYER: retired

OCCUPATION/PROFESSION: Retired RN

Years living in Forest Grove? 7 Live in City limits? yes How did you hear of this opportunity? for

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? I want to become more involved in the community. Serving on this committee would support my love of books

What contributions do you feel you can/will make to the Board/Committee/Commission? Working in a hospital setting with many demands means one develops many skills.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I had to first be aware of my patients needs. The challenge was the doctors and managers who made it challenging to focus on what my job demands.

Previous/current appointed or elected offices: none

Previous/current community affiliations or activities: junior league is old. Church groups

If not appointed at this time, may we keep your name on file? Yes No

Signature: Nicole Augustine Date: Jan 20, 2014
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

City of Forest Grove is a Drug Free Workplace and Equal Opportunity Employer

Team GOP 12/31/14

RESOLUTION NO. 2014-25

**RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
PLANNING COMMISSION**

WHEREAS, the City of Forest Grove has provided for a Planning Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exists vacancies on the Planning Commission; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Planning Commission, and subsequently interviewed citizens making application for service on this Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Planning Commission for the following term (new appointment noted in **CAPS** and **BOLD**):

<u>Last Name</u>	<u>First Name</u>	<u>Term Expires</u>
BANNISTER LAWLER	SEBASTIAN	DECEMBER 31, 2017
Beck	Thomas	December 31, 2015
Hymes	Carolyn	December 31, 2017
Miller	Carl "Al"	December 31, 2017
Nakajima	Lisa	December 31, 2014
Ruder	Phil	December 31, 2014
Smith	Dale	December 31, 2015

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

Interviewed
1/21/14
5:14pm



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

NOV 08 REC'D
BY:

RECEIVED
NOV 08 REC'D
BY:

(Please complete, sign and date application form and return to:

City of Forest Grove
Attn: Anna Ruggles, City Recorder
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Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------|--|-----------------------|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3rd Thursday, 5:30pm | <input checked="" type="checkbox"/> Planning Commission | 1st & 3rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4th Tuesday, 7:15pm | <input type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2nd Tuesday, 6:30pm | | |

NAME: Sebastian Bannister Lawler

RESIDENCE ADDRESS: [REDACTED]

MAILING ADDRESS: Same as above

EMPLOYER: Applying to local grad school & local jobs

HOME PHONE: [REDACTED]

BUSINESS PHONE: [REDACTED]

E-MAIL: [REDACTED]

OCCUPATION/PROFESSION: Community Volunteer

Years living in Forest Grove? 7 Live in City limits? Yes How did you hear of this opportunity? City Recorder

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? Forest Grove is a rapidly growing community. I believe we live in a critical time. Our planning needs to ensure that our community's growth does not outpace our mission of maintaining a full service town and adhering to local codes and ordinances.

What contributions do you feel you can/will make to the Board/Committee/Commission? I take service on the boards and commission very seriously. I will work hard to ensure that I make informed decisions regarding the land use and growth of Forest Grove. I am also someone who believes in the importance of compromise on important government decisions.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? As Chair of CCI, I continue to acquire valuable experience working as a team on city policy. My educational background in anthropology and sociology gives me unique insight into the impact of space and organization on communities.

Previous/current appointed or elected offices: Chair - Committee for Citizen Involvement; Former Forestry Commission Member

Previous/current community affiliations or activities: United Church of Christ; American Red Cross; Pacific University

If not appointed at this time, may we keep your name on file? Yes No

Signature: [Signature] Date: 11/8/13

I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

Team EQP
12/31/17



RESOLUTION NO. 2014-26

**RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
PUBLIC SAFETY ADVISORY COMMISSION**

WHEREAS, Resolution No. 2005-56 has provided for a Public Safety Advisory Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exists vacancies on the Public Safety Advisory Commission; and

WHEREAS, the City Council has received applications from citizens desiring to serve on the Public Safety Advisory Commission, and subsequently interviewed citizens making application for service on this Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Public Safety Advisory Commission for the following term (new appointment noted in **CAPS** and **BOLD**)

<u>Last Name</u>	<u>First Name</u>	<u>Position:</u>	<u>Term Expires</u>
Bernhardt	Mike	At-Large	December 31, 2016
Dierickx	Tim	Rural Fire	December 31, 2017
Garrison	Drue	At-Large	December 31, 2017
Hale	Laura	At-Large	December 31, 2017
Mills	Robert	At-Large	December 31, 2016
Seable	Nathan	At-Large	December 31, 2017
VANBLARCOM	GLENN	AT-LARGE	DECEMBER 31, 2016
Vacancy		Rural Fire	December 31, 2016

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

Interview
12/14
5:05pm



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
DEC 19 REC'D
BY: _____

(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|---|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input checked="" type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Glenn VanBlarcom
 RESIDENCE ADDRESS: [REDACTED]
 MAILING ADDRESS: N/A
 EMPLOYER: RETIRED

HOME PHONE: [REDACTED]
 BUSINESS PHONE: _____
 E-MAIL: [REDACTED]
 OCCUPATION/PROFESSION: POLICE OFFICER

Years living in Forest Grove? 29 Live in City limits? yes How did you hear of this opportunity? OTHER
 How would you currently rate City's performance? Excellent Good Fair Poor
 What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? A WAY OF GIVING BACK TO THE COMMUNITY, AND BEING INVOLVED.

What contributions do you feel you can/will make to the Board/Committee/Commission? AN UNDERSTANDING OF THE NEEDS OF PUBLIC SAFETY

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? 35 YRS. EXPERIENCE AS A FGD OFFICER

Previous/current appointed or elected offices: APPOINTED CHIEF OF POLICE 2004-2009, CURRENTLY

Previous/current community affiliations or activities: ON PARKS & RECREATION COMMISSION

If not appointed at this time, may we keep your name on file? Yes No
 Signature: Glenn VanBlarcom Date: 12/19/13
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Term Exp 12/31/16 (App 11/13)
 City of Forest Grove is a Drug Free Workplace and Equal Opportunity Employer



RESOLUTION NO. 2014-27

**RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION**

WHEREAS, Resolution No. 2013-69 has provided for a Sustainability Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees, and Commissions brought about by resignation or removal shall be filled by appointment to fill the term of that seat by the City Council; and

WHEREAS, there currently exists vacancies on the Sustainability Commission; and

WHEREAS, the City Council has received applications from representatives and citizens desiring to serve on the Sustainability Commission, and subsequently interviewed representatives and citizens making application for service on this Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the following person is hereby appointed to the City of Forest Grove Sustainability Commission for the following term (new appointment noted in **CAPS** and **BOLD**)

<u>Last Name:</u>	<u>First Name:</u>	<u>Position:</u>	<u>Term Expires:</u>
APPLEGATE LANZAR	LESLIE	SUSTAINABLE BUSINESS	DECEMBER 31, 2017
COLE	ELAINE	EDUCATOR	DECEMBER 31, 2016
FEIK	DALE	AT-LARGE	DECEMBER 31, 2014
GUNDERSEN	DEKE	PACIFIC UNIVERSITY	DECEMBER 31, 2017
HAYES	JOHN	FG SCHOOL DISTRICT	DECEMBER 31, 2016
KRAMER	HOPE	ECONOMIC	DECEMBER 31, 2015
LINDSLEY	ROBIN	AT-LARGE	DECEMBER 31, 2015
PFEIFFER-HOYT	KARIN	ETHNIC/CULTURAL	DECEMBER 31, 2016
SCHIMMEL	BRIAN	AT-LARGE	DECEMBER 31, 2014
TAYLOR	MITCH	NON-PROFIT/PUBLIC	DECEMBER 31, 2017
Vacancy		Pacific University Student	December 31, 2014
Vacancy		FG High School Student	December 31, 2014

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor



12/11/14
5:40pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
NOV 27 REC'D
BY:

(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|---|-----------------------------------|---|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <u>2</u> <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <u>1</u> <input type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Leslie Applegate Lanzar HOME PHONE: [REDACTED]
 RESIDENCE ADDRESS: [REDACTED] BUSINESS PHONE: [REDACTED]
 MAILING ADDRESS: [REDACTED] E-MAIL: [REDACTED]
 EMPLOYER: Recology OCCUPATION/PROFESSION: Odor Control Technician

Years living in Forest Grove? 17 Live in City limits? yes How did you hear of this opportunity? website

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? I have 2 kids and Forest Grove is the best place to raise them. I feel safe in the community and enjoy the local events.

Why are you interested in serving on the Advisory Board/Committee/Commission? I want to volunteer my time; to ensure the community continues to be a safe and thriving environment for my family and neighbors.

What contributions do you feel you can/will make to the Board/Committee/Commission? I have 2 years of experience working for a company that is focused on the environment. I can bring a fresh perspective on environmental matters.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? A Bachelor's of Science from Portland State University. I have volunteered for WolfTree.

Previous/current appointed or elected offices: none

Previous/current community affiliations or activities: Volunteered at WolfTree

If not appointed at this time, may we keep your name on file? Yes No

Signature: Leslie Lanzar Date: 11-27-13
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)



1/21/14
6:20 pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
DEC 18 REC'D
BY:

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Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|---|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input checked="" type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Elaine J. Cole HOME PHONE: [REDACTED]
 RESIDENCE ADDRESS: [REDACTED] BUSINESS PHONE: [REDACTED]
 MAILING ADDRESS: Forest Grove, OR 97116 E-MAIL: [REDACTED]
 EMPLOYER: Portland Community College-Rock Creek OCCUPATION/PROFESSION: Sustainable Practices Coc

Years living in Forest Grove? 13 Live in City limits? no How did you hear of this opportunity? Sustain. Commite
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? I believe that by integrating more sustainable practices throughout City departments will raise the profile of the city, help retain employees, increase quality of health, reduce resource use, etc. I also hope that more sustainable development and planning will be supported for future building in the city.

Why are you interested in serving on the Advisory Board/Committee/Commission? I am interested in serving on the Sustainability Comm. to help implement the strategies that were written in the Sustainable Strategic Action Plan.

What contributions do you feel you can/will make to the Board/Committee/Commission? Though I am comfortable serving in a leadership role I am an action oriented person and like to see tasks to completion. I can contribute my professional background and skills in sustainability to help with decision making and expertise as needed.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? My academic background in environmental education, science, fostering environmental behavior change and leadership & org. change provide a set of qualifications to draw on. I currently am working as a Sustainability Coord. at a college and bring this network and experien

Previous/current appointed or elected offices: none

Previous/current community affiliations or activities: Ad hoc Sustainability Committee

If not appointed at this time, may we keep your name on file? Yes No

Signature: <u>Elaine J. Cole</u>	Date: <u>12.16.2013</u>
<i>I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.</i>	

(App 11/13)

educator Term 12/31/14

1/27/14
5:45pm



I am applying to be appointed on two commissions:

- #1 Economic Development Commission: 1st Thursday, Noon
- #2 Sustainability Commission: Day and time yet to be decided

Name: Dale Feik
 Residence Address: [Redacted]
 Mailing Address: [Redacted]
 Employer: Retired
 Home Phone: 5 [Redacted]
 Business Phone, Mobile: [Redacted]

Years living in Forest Grove: 48 Live in City Limits? Yes How did you hear of this opportunity? Council meetings

How would you currently rate City's performance? Good

Why are you interested in serving on the Advisory Board/Committee/Commission? After serving on the City Ad-hoc sustainability committee from its inception about two years ago, attending Annual Town Hall meetings, Sustainability Summit meetings and interacting with Councilors, city staff and talking with community members, I am interested in becoming more involved in decision-making processes.

I also watched the video recording of the Recognition Dinner held January 17, 2013. Listening to the speeches given by the Commission chairs or representatives, Mayor Truax, and others helped me decide to apply for the two Commissions. After listening to Don Jones speak about the Economic Commission, I talked with him about the openings on the Commission and my desire to become a member. He said that there were openings and encouraged me to pursue applying for the Economic Commission as well as the Sustainability Commission.

What contributions do you feel you can/will make to the Board/Committee/Commission? Being a long-time community member, an active listener and contributor to group discussions, and follower as well as a leader, I feel I can bring my experiences and skills to help accomplish the stated goals of both Economic and Sustainability Commissions. I have a good relationship with Howard Sullivan, Chamber of Commerce Director.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? Former teacher, Ed.D., writer, reader, discussion leader, married 41 years to former teacher, two adult children born and raised in Forest Grove. Connected to many community members, business, professional and personal, and have connections outside of community.

Previous/current appointed or elected offices: City ad-hoc Sustainability Committee, Precinct Committee Person

Previous/current community affiliations or activities: I was asked by Executives of Tektronix to help them start a Toastmasters club. I agreed to become their club mentor and sponsor of a Forest Grove Toastmasters Club at their site in Forest Grove and was the first president of that club. Previously, I was the president of the Hillsboro Toastmasters Club for two years and an active member for three years. I am also an active member of the Be Earth Stewards Today Team- FGUCC.

If not appointed at this time, may we keep your name of file: yes

Signature: Dale Feik Date: December 18, 2013
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

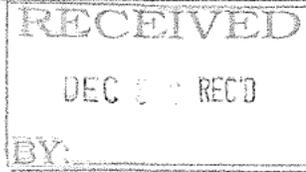
AT-Lg

Term 12/31/14



6.45pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

<input type="checkbox"/> Budget Committee	3-4 times in May	<input type="checkbox"/> Parks & Recreation Commission	3 rd Wednesday, 7am
<input type="checkbox"/> Committee for Citizen Involvement	3 rd Thursday, 5:30pm	<input type="checkbox"/> Planning Commission	1 st & 3 rd Monday, 7pm
<input type="checkbox"/> Community Forestry Commission	3 rd Wednesday, 5:15pm	<input type="checkbox"/> Public Arts Commission	2 nd Thursday, 5pm
<input type="checkbox"/> Economic Development Commission	1 st Thursday, Noon	<input type="checkbox"/> Public Safety Advisory Commission	4 th Wednesday, 7:30am
<input type="checkbox"/> Historic Landmarks Board	4 th Tuesday, 7:15pm	<input checked="" type="checkbox"/> Sustainability Commission	
<input type="checkbox"/> Library Commission	2 nd Tuesday, 6:30pm		

NAME: Deke T. Gundersen

RESIDENCE ADDRESS: [Redacted], Forest Grove, OR

MAILING ADDRESS: Same as above

EMPLOYER: Pacific University

HOME PHONE: [Redacted]

BUSINESS PHONE: [Redacted]

E-MAIL: [Redacted]

OCCUPATION/PROFESSION: Professor Environmental S

Years living in Forest Grove? 13 Live in City limits? yes How did you hear of this opportunity? was on ad hoc cc

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? Need to educate citizens of F.G. and develop a greater sense of community. Need to show how sustainability will improve their quality of life.

Why are you interested in serving on the Advisory Board/Committee/Commission? I was on the ad hoc committee and want to build on the momentum we have already achieved.

What contributions do you feel you can/will make to the Board/Committee/Commission? I am passionate about sustainability and I feel that F.G. can serve as a model community for sustainability.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I have published book chapters on sustainability and made numerous presentations at national meetings. Also my experience as director of the Pacific University environmental studies program (particularly our sustainable design major) has broadened my knowledge.

Previous/current appointed or elected offices: none

Previous/current community affiliations or activities: was on the F.G. ad hoc sustainability committee.

If not appointed at this time, may we keep your name on file? Yes No

Signature: [Signature] Date: 12/30/2013
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)



11/21/14
5:30 pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
NOV 19 2013 REC'D
BY: _____

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City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruqles@forestgrove-or.gov

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| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

FG SchDist Rep

NAME: John Hayes
RESIDENCE ADDRESS: [redacted] FG
MAILING ADDRESS: same
EMPLOYER: Pacific University

HOME PHONE: [redacted]
BUSINESS PHONE: [redacted]
E-MAIL: [redacted]
OCCUPATION/PROFESSION: University administrator

Years living in Forest Grove? 11 Live in City limits? Yes How did you hear of this opportunity? on ad hoc comm

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? To move the sustainability plan forward. Part of my job is to work with the city, non-profits, business, and individuals to make this area more sustainable.

What contributions do you feel you can/will make to the Board/Committee/Commission? Sustainability is an area of my expertise. I can represent Pacific Univ., the FG School District, and the Fernhill Wetlands Council.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? Ph.D. in chemistry; formerly, researcher in alternative energy; former vice Chair, Amer Solar Energy Soc; builder, 4 passive solar superinsulated houses; former Vermont certified energy auditor; co-author, original edition, Consumer Guide to Home Energy Savings

Previous/current appointed or elected offices: FG School Board Chair; FG School Board rep, Economic Development Commission

Previous/current community affiliations or activities: Member, Fernhill Wetlands board of directors

If not appointed at this time, may we keep your name on file? Yes No

Signature: [Signature] Date: Nov. 19, 2013
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

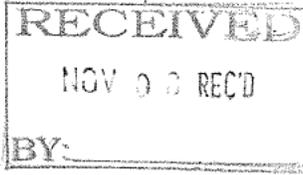
Term 12/31/14



1/11/14

5:45

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



(Please complete, sign and date application form and return to: City of Forest Grove Attn: Anna Ruggles, City Recorder 1924 Council Street • P. O. Box 326 Forest Grove, OR 97116-0326 Fax • 503.992.3207 Office • 503.992.3235 aruggles@forestgrove-or.gov

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Committee for Citizen Involvement 3rd Thursday, 5:30pm
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Historic Landmarks Board 4th Tuesday, 7:15pm
Library Commission 2nd Tuesday, 6:30pm
Parks & Recreation Commission 3rd Wednesday, 7am
Planning Commission 1st & 3rd Monday, 7pm
Public Arts Commission 2nd Thursday, 5pm
Public Safety Advisory Commission 4th Wednesday, 7:30am
Sustainability Commission x

NAME: Hope Kramer
RESIDENCE ADDRESS: Gaston, OR, 97119
MAILING ADDRESS: Forest Grove, OR, 97116
EMPLOYER: Power Systems Plus, Inc.

HOME PHONE:
BUSINESS PHONE:
E-MAIL:
OCCUPATION/PROFESSION: Owner

Years living in Forest Grove? 14 Live in City limits? no How did you hear of this opportunity? EDC

How would you currently rate City's performance? [X] Excellent [] Good [] Fair [] Poor

What ideas do you have for improving "Fair" or "Poor" performance?

Why are you interested in serving on the Advisory Board/Committee/Commission? This topic has interested me for years and I have studied it in college to some degree. I would love to see how we can do more as a City.

What contributions do you feel you can/will make to the Board/Committee/Commission? I think I would bring a business perspective to sustainability. I am also a Chemical Engineer and could provide some scientific knowledge.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? see resume attached

Previous/current appointed or elected offices: EDC vice Chair

Previous/current community affiliations or activities: 2 kids in public schools and sports, 1 former business and 2 current businesses

If not appointed at this time, may we keep your name on file? [X] Yes [] No

Signature: [Handwritten Signature] Date: 11/8/13
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

Economic/Atlg

Team 12/31/15



12/8/14
6:15pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

RECEIVED
DEC 8 REC'D
BY:

(Please complete, sign and date application form and return to:
City of Forest Grove
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| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Robin Lindsley HOME PHONE: [REDACTED] 7

RESIDENCE ADDRESS: [REDACTED] BUSINESS PHONE: [REDACTED]

MAILING ADDRESS: Forest Grove, OR 97116 E-MAIL: [REDACTED]

EMPLOYER: retired, Portland Public Schools OCCUPATION/PROFESSION: citizen activist

Years living in Forest Grove? 12 Live in City limits? no How did you hear of this opportunity? on Sus Committe

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? Broaden efforts to reach all citizens regarding matters of sustainability in our Forest Grove area. Include children and youth in decision making concerning sustainability.

Why are you interested in serving on the Advisory Board/Committee/Commission? As a parent and grandparent, as a teacher and citizen, I work toward being personally accountable in matters of sustainability, especially regarding food issues.

What contributions do you feel you can/will make to the Board/Committee/Commission? I have been both an educator and a leader in supporting local efforts to bring Forest Grove area into alignment with public and personal sustainable practices.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I have been a board member in several organizations, including Oregon Ass'n for the Education of Young Children and First Unitarian Church Portland. Also a founding member of The Teacher Paper, A Teacher-Family Place, Forest Grove Community School, and Dairy Creek CFW.

Previous/current appointed or elected offices: not City of forest Grove appointments/elected positions

Previous/current community affiliations or activities: See above

If not appointed at this time, may we keep your name on file? Yes No

Signature: <u>Robin B Lindsley</u>	Date: <u>12/08/13</u>
<i>I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.</i>	

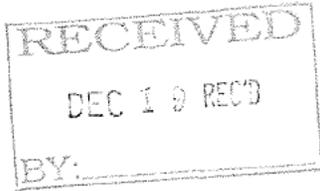
(App 11/13)

At-la Team 12/3/15



11/21/14
6:40pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



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Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|---|---|
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| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input checked="" type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Karin M. Pfeiffer-Hoyt

RESIDENCE ADDRESS: [REDACTED] Forest Grove, OR 97116

MAILING ADDRESS: same as above

EMPLOYER: Adelante Mujeres

HOME PHONE: [REDACTED]

BUSINESS PHONE: [REDACTED]

E-MAIL: [REDACTED]

OCCUPATION/PROFESSION: Marketing & Outreach Co

Years living in Forest Grove? 2 Live in City limits? Yes How did you hear of this opportunity? I was a member of

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? I am interested in serving on the Sustainability Commission because I am passionate about sustainability and I would like to continue the work that I was involved in as part of the ad hoc Sustainability Committee. I would also like to serve as a representative of Adelante Mujeres.

What contributions do you feel you can/will make to the Board/Committee/Commission? I will provide a unique perspective to the Commission through my connections to the Latino community. I will also contribute valuable ideas and practical solutions.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I have background and experience working with the Latino population and am fluent in Spanish, which would make me an asset to the Commission, particularly in regards to the efforts to increase social equity.

Previous/current appointed or elected offices: None

Previous/current community affiliations or activities: Ad hoc Sustainability Committee member (2013)

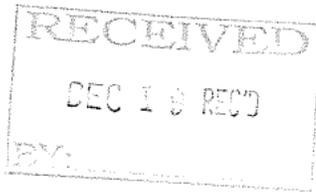
If not appointed at this time, may we keep your name on file? Yes No

Signature: <u>Karin Pfeiffer-Hoyt</u>	Date: <u>12/19/13</u>
<i>I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.</i>	

Ethnic/Cultural Center for 12/31/14



CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



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Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- Budget Committee 3-4 times in May
Committee for Citizen Involvement 3rd Thursday, 5:30pm
Community Forestry Commission 3rd Wednesday, 5:15pm
Economic Development Commission 1st Thursday, Noon
Historic Landmarks Board 4th Tuesday, 7:15pm
Library Commission 2nd Tuesday, 6:30pm
Parks & Recreation Commission 3rd Wednesday, 7am
Planning Commission 1st & 3rd Monday, 7pm
Public Arts Commission 2nd Thursday, 5pm
Public Safety Advisory Commission 4th Wednesday, 7:30am
Sustainability Commission X

NAME: Brian Schimmel
RESIDENCE ADDRESS: Forest Grove OR 97116
MAILING ADDRESS: Forest Grove OR 97116
EMPLOYER: Intel Corporation

HOME PHONE:
BUSINESS PHONE: 3
E-MAIL:
OCCUPATION/PROFESSION: Supply Chain Manager

Years living in Forest Grove? 18 Live in City limits? yes How did you hear of this opportunity? News Times
How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? A system for coordination and dissemination of social safety net services to underserved residents, and a cooperative faith community to serve needs unmet by the social safety net. Also, conduct social service community fairs to draw in and bridge perceived out of nextwork service organizations and underserved residents.

Why are you interested in serving on the Advisory Board/Committee/Commission? I have personally embarked, as a faith-based director, to seek out or create opportunities to serve in our community, and coordinate and develop teams for the opportunities. This includes coordination with city, non-profit and faith-based organizations to steward our shared aspiration, collective assets, and adequately serve residents

What contributions do you feel you can/will make to the Board/Committee/Commission? Advocacy for homebound senior community, based on a personal commitment to service local senior: Senior Center service needs and Meals on Wheels. I also lead a community project that could meet the commission's social equity strategies: define/adapt accessible social services referral resources (lan-line, print, digital).

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? Professional skills: program management; cross-organizational and cultral (global) collaboration; problem solving: narrow debate, crystalize opinions, explore disagreements. The experience of successfully navigating a son through the Forest Grove School system; and a daughter in progress.

Previous/current appointed or elected offices: none

Previous/current community affiliations or activities: Habitat for Humanity; Meals on Wheels; FG/Cornelius Community Forum; Sonrise FG

If not appointed at this time, may we keep your name on file? Yes No

Signature: Brian Schimmel Date: 12/19/13
I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

(App 11/13)

Term 12/31/14 AT-Ls



1/21/14
6:25pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS

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DEC 18 REC'D
BY:

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Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

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<input type="checkbox"/> Library Commission	2 nd Tuesday, 6:30pm		

NAME: Mitch Taylor

RESIDENCE ADDRESS: [REDACTED]

MAILING ADDRESS: same

EMPLOYER: Oregon Department of Forestry

HOME PHONE: [REDACTED]

BUSINESS PHONE: [REDACTED]

E-MAIL: [REDACTED]

OCCUPATION/PROFESSION: Forester

Years living in Forest Grove? 19 Live in City limits? yes How did you hear of this opportunity? Elaine Cole

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Fair" or "Poor" performance? I'd like to take this space to say that I am proud of Forest Grove, my town, for adopting the Sustainability Action Plan and pro-actively looking for opportunities to improve the quality of life in our community through stewardship of our conomic, social, environmental and cultural resources.

Why are you interested in serving on the Advisory Board/Committee/Commission? As a long time resident, I want to contribute to the well being of my community, to give back. My career has been in natural resources, where sustainability has been part of the discussion for many years. I am very aligned with the concept, hoping to apply my experience and enthusiasm to the effort.

What contributions do you feel you can/will make to the Board/Committee/Commission? I love this town and will be tully committed to the Sustainability Commission. I pledge active participation and involvement, offering my ideas and efforts to all the others from the commission and community. I'm a firm believer in synergy and only hope to contribute to a very worthy effort.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? My 30 year career in forestry provides me with a solid background in sustainable management of natural resources for multiple economic, social and environmental benefits. I'm a 19 year resident. I consider myself thoughtful, a good listener and communicator, and always eager to learn.

Previous/current appointed or elected offices: _____

Previous/current community affiliations or activities: 2 year member of the Community Forestry Commission 15 years ago?

If not appointed at this time, may we keep your name on file? Yes No

Signature: <u>Mitch Taylor</u>	Date: <u>12/15/2013</u>
<i>I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.</i>	

(App 11/13)

Term 12/31/17 Non-profit

ORDINANCE NO. 2014-03**ORDINANCE ADOPTING THE CITY OF FOREST GROVE
TRANSPORTATION SYSTEM PLAN UPDATE
AND REPEALING ORDINANCE NO. 2010-09**

WHEREAS, the City of Forest Grove initiated a Transportation System Plan (TSP) update in conformance with Oregon Administrative Rule (OAR 660-012-0015(3), which requires cities to prepare a TSP; and

WHEREAS, the Forest Grove TSP update is necessary for consistency with the update to Forest Grove Comprehensive Plan; and

WHEREAS, the Forest Grove TSP update is a task in Periodic Review Work Program Order 001786, as amended, issued by the Oregon Department of Land Conservation and Development; and

WHEREAS, the Forest Grove TSP update is also necessary to comply with the Metro Regional Transportation Plan and Regional Transportation Functional Plan; and

WHEREAS, the City of Forest Grove retained Parametrix and SCJ Alliance to update the 2010 TSP; and

WHEREAS, the TSP update was funded, in part, by a periodic review grant awarded to the City by the Oregon Department of Land Conservation and Development; and

WHEREAS, pursuant to ORS 197.610 and Metro Code Section 3.07.820, notice of the initial public hearing on the TSP update was provided by the City 35-days in advance of the public hearing; and

WHEREAS, the Planning Commission held duly noticed public hearings on the TSP update on November 18, 2013 and December 16, 2013; and

WHEREAS, the Planning Commission recommended adoption of the TSP update as modified based on public comment received during the public hearings; and

WHEREAS, the City Council held a duly-noticed Public Hearing on the Planning Commission recommended TSP update on January 13 and January 27 and continued the hearing to February 10, 2014.

WHEREAS, the City Council considered the staff reports, Planning Commission recommendation, and public comment on this matter; and

WHEREAS, the City Council evaluated the TSP update for conformance with the applicable Oregon Statewide Land Use Planning Goals, state, county and regional Transportation System Plans, the Oregon Transportation Planning Rule, and applicable Comprehensive Plan goals and policies; and

NOW THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:

Section 1. The City Council of the City of Forest Grove hereby adopts the 2014 Transportation System Plan Update including, text, maps and appendices attached as Exhibit A.

Section 2. Ordinance No. 2010-09 is hereby repealed in its entirety upon the effective date of this ordinance.

Section 3. This ordinance is effective 30 days following its enactment by the City Council.

PRESENTED AND PASSED the first reading the 27th day of January, 2014.

PASSED the second reading the 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

Transportation System Plan Update

City of Forest Grove, Oregon

**Planning Commission Recommended Draft
January 2014**



ATTACHMENT A

February 10, 2014

**ADOPTION OF FINAL FINDINGS AND CONCLUSIONS RELATED TO ADOPTION OF
COMPREHENSIVE PLAN PERIODIC REVIEW WORK PRODUCTS**

PROJECT TEAM: Daniel Riordan, Senior Planner
Jon Holan, Community Development Director
Michael Sykes, City Manager

ISSUE STATEMENT: To complete the adoption process, the City Council must adopt findings of fact and conclusions supporting adoption of the Comprehensive Plan update.

BACKGROUND: On January 27, 2014, City Council held second reading of Ordinance 2014-01 adopting Periodic Review work products related to the update of the Forest Grove Comprehensive Plan. To complete the adoption process City Council must adopt findings of fact and conclusions supporting adoption of the Comprehensive Plan update. The findings of fact must also address public comments presented during the public hearing process. The accompanying Order is intended to fulfill this last requirement of the adoption process.

STAFF RECOMMENDATION: Staff recommends the City Council adopt the attached Order approving the final findings of fact and conclusions supporting adoption of the Comprehensive Plan Periodic Review work products.



ORDER NO. 2014-02

ADOPTING FINAL FINDINGS OF FACT RELATED TO THE UPDATE OF THE CITY OF FOREST GROVE COMPREHENSIVE PLAN REQUIRED UNDER OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT PERIODIC REVIEW ORDER 001786 PURSUANT TO THE ADOPTION OF ORDINANCE NO. 2014-01; FILE NO. CPA-13-01369

WHEREAS, City Council adopted Ordinance No. 2014-01 on January 27, 2014, related to post-acknowledgement-plan-amendments to the City of Forest Grove Comprehensive Plan; and

WHEREAS, the Periodic Review work products are identified on Exhibit A; and

WHEREAS, City Council desires to adopt specific findings and facts supporting the plan amendments related to Periodic Review and demonstrating compliance and consistency with the Oregon Statewide Land Use Planning Goals, Metro Regional Framework Plan, and Metro Urban Growth Management Functional Plan (Exhibit B).

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDERS AS FOLLOWS

Section 1. The City of Forest Grove City Council hereby adopts the staff reports provided to the Planning Commission dated November 4, 2013, November 18, 2013, December 2, 2013, and December 16, 2013 and the facts and conclusions contained therein.

Section 2. The City of Forest Grove City Council hereby adopts the Planning Commission findings and conclusions dated January 10, 2014.

Section 3. The City of Forest Grove City Council hereby adopts the findings and facts attached as Exhibit B demonstrating compliance and consistency with the Oregon Statewide Planning Goals, Metro Regional Framework Plan, and Metro Regional Urban Growth Management Functional Plan.

Section 4. This Order is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

Forest Grove Comprehensive Plan List of Periodic Review Work Products

Periodic Review Tasks

- Task 1: Citizen Involvement Program
- A. Public information report on content of public information materials and survey results
 - a. Newsletters
 - b. Newspaper inserts
 - c. Website materials
 - d. Farmers Market outreach materials
 - B. Report on public meetings and input received
- Task 2: Housing Needs and Buildable Lands Inventory
- A. Report on data collection, trends, density and historic development patterns
 - B. Wetland Report supplementing 1993 LWI
 - C. Residential Land Study including buildable land inventory and capacity analysis
 - D. Hearing draft Goal 10 Element, including Residential Land Study, Assessment of Needed Density, Mix of Housing and Residential Capacity Analysis.
- Task 3: Economic Development and Buildable Lands Inventory
- A. Economic Opportunity Analysis
 - B. Report on Data Collection and Coordination with Metro, neighboring cities and Washington County
 - C. Hearing Ready Goal 9 Element for Comprehensive Plan
- Task 4: Public Facility Plan and Urban Services
- A. Technical Memorandum summarizing public facility and support service constraints.
 - B. Technical Memorandum identifying public facility and support service goals, objectives, and policy options consistent with Vision Statement for review.
 - C. Technical memorandum summarizing public facility and support service recommendations to include in revised Public Facility Element
 - D. Stakeholder Meetings
 - E. Hearing Ready Public Facility Element
- Task 5: Transportation
- A. Maps showing identified transportation projects and proposed land use designations

- B. Technical memorandum summarizing transportation goals, objectives and policy options, consistent with Vision Statement for review.
- C. Technical memorandum summarizing transportation recommendations to include in revised transportation element.
- D. Stakeholder Meetings
- E. Revised Transportation System Plan
- F. Revised Comprehensive Plan Transportation Chapter

Task 6: Alternatives Analysis and Reconciliation for Policy Decisions

- A. Technical Memoranda:
 1. Describing development scenarios and concept plans for analysis (use text from newspaper insert)
 2. Identifying potential policy considerations and trade-offs.
 3. Identifying evaluation criteria for public input (use text from newspaper insert).
 4. Maps showing analysis results
- B. Alternative Scenario Maps
- C. CommunityViz Outputs
- D. Planning Commission Agendas
- E. Planning Commission Minutes
- F. Open House Meeting Notes

Task 7: Urbanization

- A. Urbanization Technical Memoranda
 1. Urbanization goals, objectives and policy options consistent with Vision Statement.
 2. Concept plans for urbanizable lands within existing urban growth boundary.
 3. Technical memorandum identifying and evaluating growth management performance measures.
 4. Technical memorandum summarizing amounts of urbanizable land within urban growth boundary and ability to meet population, employment, and other needs.
- B. Revised Comprehensive Plan Map
- C. Comprehensive Plan Urbanization Chapter Text
 1. Updated goals and policies

Task 8: Population Forecast and Coordination with Metro

- A. Metro Gamma Forecast
- B. Documentation of Coordination with Metro
- C. Population Estimate based on Metro Gamma Forecast
- D. Revised Comprehensive Plan consistent with population forecast

**Metro Regional Framework Plan
Urban Growth Management Function Plan
Findings**

Regional Framework Plan

Chapter 1: Land Use

Fundamental 1: Encourage a strong local economy by providing an orderly and efficient use of land, balancing economic growth around the region and supporting high quality education. (Periodic Review Work Program Item).

Finding: An updated Land Use Element was adopted by the City Council on January 27, 2014 (Ordinance 2014-02) as part of the post-acknowledgement-plan-amendment process. The Land Use Element encourages a strong local economy by establishing industrial land use districts. Economy element encourages a strong local economy by identifying opportunities and establishing policies for local economic development.

The City of Forest Grove approved An Economic Opportunity Analysis (EOA) by resolution 2010-71. The adopted Economic Opportunity Analysis was subsequently re-adopted as part of Ordinance 2014-01 accepting and approving Periodic Review work program deliverables. The EOA complies with OAR 660-09-0015. The EOA includes an assessment of national, regional and local economic trends, 20-year employment forecast; 20-year employment needs analysis; 20-year employment land demand site qualities; 20-year housing need forecast; and 20-year housing land needs analysis. The EOA shows a baseline need/demand of approximately 164 acres of industrial land and vacant industrial land supply of 291 acres. The land use pattern shown on the adopted Comprehensive Plan Map includes approximately 260 acres of vacant industrial land which is sufficient to meet 20-year projected demand.

The adopted Comprehensive Plan School and Education element, prepared in coordination with the Forest Grove School District, supports Fundamental 1 by supporting high quality education. The School and Education element adopted as part of Ordinance 2014-02 identifies 20-year school district needs. The School and Education element identifies a need for one elementary school during the 20-year planning period. In addition to elementary and secondary schools the School Element recognizes the presence and importance of Pacific University in providing high quality education and educational opportunities at Portland Community College and local vocational schools. For the reasons stated above the Forest Grove Comprehensive Plan complies with Fundamental 1.

Fundamental 2: Encourage the efficient use of land within the UGB including buildable industrial and commercial land and focus development in 2040 mixed use centers and corridors. (Post-Acknowledgement-Plan-Amendment Item)

Finding: The updated Comprehensive Plan Map adopted as part of Ordinance 2014-02 identifies an efficient use of land within the UGB including buildable industrial and commercial land as explained below. The Land Use and Economy elements of the Comprehensive Plan also establish policies to encourage development in the Forest

Grove Town Center (a Region 2040 Town Center) and along the Pacific Avenue corridor.

The Comprehensive Plan map identifies approximately 260 acres of buildable industrial land; 31 acres of buildable commercial land along the Pacific Avenue commercial corridor, within the Forest Grove Town Center, and near the intersection of Elm Street and Highway 47. The largest buildable commercial area is located at the intersection of Hwy.47 and Hwy. 8 (18.4 acres) The Comprehensive Plan Map also identifies approximately 40 acres of newly designated mixed-use land outside of the Forest Grove Town Center providing retail opportunities. For the reasons stated above, the Forest Grove Comprehensive Plan update complies with Fundamental 2.

Policy 1.2.1(d): Coordinating public investment with local comprehensive and regional functional plans. (Periodic Review Work Program Item)

Finding: The Public and Community Services Element of the comprehensive plan provide a framework for coordinating public investment with the local comprehensive plan and subsequent development. The public facility master plans identify needed services to accommodate planned growth based on the Metro Gamma Household and Employment projections released in September 2012. Based on the Metro estimates the City of Forest Grove is planning for a year 2030 population of approximately 28,000 persons (Background Element p. 1). The public facility master plans are based on a population estimate of 28,127 persons¹.

Water Master Plan (2010): 33,400
Storm Sewer Master Plan (2007): 30,000
Wastewater System Master Plan (2007): 31,600
Transportation System Plan (2014): 30,240 (2035)
Parks Master Plan (2002): 22,800

Each of the master plans listed above identify specific projects to address identified needs and deficiencies. The plans have been incorporated by reference into the Comprehensive Plan by Ordinances 2014-01 and 2014-02.

Applicable Goals and Policies

Housing Policy 10.1.1 Establish the location and density of residential development based on the following factors: (C) Capacity of public services and facilities including but not limited to water, sanitary sewer, fire and police protection and transportation facilities.

Public Facilities and Community Services – Water Service Policy 1: A master plan including prioritized lists of capital improvement needs shall be adopted for provision of water service. The plan shall be based on future land use policies and needs.

¹ Population estimate includes incorporated and unincorporated areas within the urban growth boundary (Forest Grove planning area).

Public Facilities and Community Services – Water Service Policy 3: The sizing of municipal water facilities shall follow land use plan designations and concentrate development close to the City Center.

Public Facilities and Community Services – Storm Water (Drainage) System Policy 2: Design of storm water facilities shall support comprehensive plan land use designations.

Public Facilities and Community Services – Sanitary Sewer System Goal 1: Sewer facilities shall be designed and sized to serve the need of future land uses as shown on the Forest Grove Comprehensive Plan Map.

Transportation Goal 12.9: Develop a transportation system that is consistent with the City's Comprehensive Plan and adopted state and regional plans.

Community Sustainability Goal 3: Promote financial sustainability through a compact and land efficient development pattern intended to reduce long term costs for providing municipal services.

For the reasons stated above the Comprehensive Plan and Transportation System Plan both comply with Policy 1.2.1(d).

Policy 1.2.1(e): Creating a balanced transportation system, less dependent on the private automobile, supported by both the use of emerging technology and the location of jobs, housing, commercial activity, parks and open space. (Periodic Review Work Program Item).

Finding: In conjunction with the update to the Forest Grove Comprehensive Plan the City updated the Transportation System Plan. The updated Transportation System Plan was adopted on February 10, 2014 (Ordinance 2014-03). The updated Transportation System incorporates the performance measures required by the Regional Transportation Functional Plan. The TSP update addresses all modes of transportation including pedestrian, bicycle, freight, and automobile. The adopted financially constrained project list includes projects for all modes that create a balanced transportation system, less dependent on the private automobile. The Transportation System Plan update is reflects the updated Comprehensive Plan map. As a result the Transportation System Plan recognizes the location of jobs, housing, commercial activity, parks and open space.

Applicable Comprehensive Plan Goals and Policies

Transportation Goal 12.1: Develop and maintain a balanced transportation system that provides travel choices and reduces the number of trips by single occupant vehicles.

Transportation Policy 12.1.3: Support travel options that allow individuals to reduce single-occupant vehicle trips.

Transportation Policy 12.1.5: Encourage local employment and commercial opportunities to reduce the number of locally generated regional work and shopping trips.

Transportation Policy 12.4 Action 12.4.1: Design streets and highways to respect the characteristics of the surrounding land uses, natural features and other community amenities.

For the reasons state above the Comprehensive Plan and Transportation System Plan complies with Policy 1.2.1(e).

Policy 1.3.1(a) Encourage affordable housing opportunities in the region by offering a diverse range of housing types, available within the region, and within cities and counties inside Metro’s Urban Growth Boundary. (b) being available to households of all income levels that live or have a member working in each jurisdiction and subregion. (Periodic Review Work Program Item)

Finding: The Land Use element and Housing element of the Comprehensive Plan provides opportunities for affordable housing and a diverse range of housing types. The Economic Opportunity Analysis, based on the City’s land use inventory, shows the following distribution of housing types:

Dwelling Type	Number of Units
Single Family	4,326
Duplex	343
3-plex or 4-plex	542
Multiple Family	1,743
Total	6,954

According to Metro and the Regional Equity Atlas there are approximately 607 publicly-subsidized affordable housing units in Forest Grove. This represents approximately 8.7% of the total dwelling units in Forest Grove. The Regional Equity Atlas identifies the following affordable housing locations in the community:

Project Name	Project Location	Number of Units
Harkson Court	2900 22 nd Avenue	20
Covey Run Apartments	1775 Covey Run Drive	45
Jose Arciga Apartments	3231 22 nd Place	55
The Villager Apartments	1921 Fir Road	36
Vanrich Apartments	2016 B Street	17
Parkside Apartments	2715 Main Street	24
517 Ballad Way	517 Ballad Way	1
2731 Buxton Street	2731 Buxton Street	1
2738 Buxton Street	2738 Buxton Street	1
2736 Ballad Lane	2736 Ballad Lane	1
618 Ballad Lane	618 Ballad Lane	1
705 Willamina Avenue	705 Willamina Avenue	1
1770 Tamarack Way	1770 Tamarack Way	1
1816 Sequoia Court	1816 Sequoia Court	1
1721 Fir Road	1721 Fir Road	1
1755 Tamarack Way	1755 Tamarack Way	1
1626 Fir Court	1626 Fir Court	1
1704 Fir Court	1704 Fir Court	1
1525 Tara Court	1525 Tara Court	1
3506 18 th Place	3506 18 th Place	1

2221 23 rd Place	2221 23 rd Place	2
2225 23 rd Place	2225 23 rd Place	2
1804 Sequoia Court	1804 Sequoia Court	2
Forest Grove Beehive	2122 Hawthorne Street	44
Willow Park Apartments	2824 22 nd Avenue	46
Wynwood of Forest Grove	3110 19 th Avenue	82
Garden Grove Apartments	2727 22 nd Avenue	48
Forest Manor Apartments I	2141 Quince Street	19
Forest Manor Apartments II	2141 Quince Street	6
Forest Villa Apartments	2131 Quince Street	84
Elm Park I and II	2350 Elm Street	62

Applicable Housing Goals and Policies from the Comprehensive Plan

Housing Goal 10.1 Ensure an adequate supply of developable land to support needed housing types and a complete community.

Housing Policy 10.1.1(B) Establish the location and density of residential development based on the following factors: (A) the type and distribution of housing units required to meet projected population needs.

Community Sustainability Goal 4: Reduce barriers to affordable housing by advocating for an inventory of a minimum 20-year supply of land for needed housing types when Metro considers urban growth boundary expansions.

Community Sustainability Goal 9. Foster the preservation, construction and maintenance of an adequate supply of healthful, affordable, resource-efficient and inclusive housing.

Community Sustainability Policy 11: Ensure that needed housing for all segments of the population in the community is met through land use policy.

Conclusion: For the reasons stated above the Comprehensive Plan complies with Metro Regional Framework Plan Policy 1.3.1(a).

Summary of Compliance with 2040 Growth Concept (Post-Acknowledgement-Plan-Amendment Item).

Finding: Downtown Forest Grove is designated as a Town Center in the Region 2040 Growth Concept. The Pacific Avenue/Tualatin Valley Highway (Oregon 8) is designated as a corridor in the Region 2040 Growth Concept. The Land Use element of the Comprehensive Plan identifies various Town Center Comprehensive Plan map land use designations including Town Center Core, Town Center Transition, and Town Center Support. These land use designations are intended to implement the Region 2040 Growth Concept. The Land Use Element also establishes the Community Commercial designation applicable primarily to areas adjacent to Pacific Avenue/19th Avenue or Oregon Highway 8. This Comprehensive Plan land use designation is intended to implement the Region 2040 corridor concept.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Region 2040 Growth Concept.

Chapter 2: Transportation (Periodic Review)

Fundamental 4: Provide a balanced transportation system including safe, attractive facilities for bicycling, walking and transit as well as for motor vehicles and freight.

Finding: The Transportation Element and Transportation System Plan addressed Fundamental 4 by encouraging a balanced transportation system including safe, attractive facilities for bicycling, walking and transit as well as for motor vehicles. Applicable local goals and policies are identified below. In addition, Metro determined on February 3, 2014 that the Forest Grove Transportation Plan substantially complies with the Regional Transportation Functional Plan.

Applicable Comprehensive Plan Goals and Policies

TSP Appendix K adopted as part of Ordinance 2013-03 addresses compliance with the Statewide Land Use Planning Goals, including the Transportation Planning Rule, Metro Regional Transportation Functional Plan and local Comprehensive Plan policies.

Chapter 3: Nature in Neighborhoods (Post-Acknowledgement-Plan-Amendments)

Applicable Goals and Policies

Community Sustainability Goal 14: Promote opportunities for community gardens within neighborhoods.

Community Sustainability Goal 16: Increase the amount of urban forest tree canopy while planting species adapted to this area.

Community Sustainability Goal 18. Increase the amount of park land and natural areas serving the community.

Community Sustainability Goal 19: Support the restoration of natural areas such as Fern Hill Wetland and Thatcher Woods.

Community Sustainability Policy: 7: Support the urban forest management program through land use regulations intended to retain and expand the urban forest canopy.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Chapter 3 of the Metro Regional Framework Plan (Nature in Neighborhoods).

Chapter 4: Watershed Health and Water Quality (Post-Acknowledgement Plan Amendment)

Finding: Water Quality is addressed in the Natural Resources and Natural Hazards element of the Comprehensive Plan (pages 12 and 13). The Water Quality sections recognizes the lead role of Washington County Clean Water Services in preserving and enhancing water quality and watershed health within the County.

Applicable Comprehensive Plan Goals and Policies

Natural Resources and Natural Hazards Goal 4: The area's water quality shall be protected, maintained and improved wherever possible to ensure livability.

Natural Resources and Natural Hazards Policy 4: Permanent structural improvements will not be permitted in areas delineated as being located within the floodway of the 100 year flood plan as indicated from flood plan surface elevations provided by the U.S. Army Corps of Engineers.

Natural Resources and Natural Hazards Policy 15: Land use controls and project reviews will be used to determine and regulate the impact of development on water quality.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with Chapter 4 of the Metro Regional Framework Plan (Watershed Health and Water Quality).

Chapter 5: Regional Natural Hazards (Post-Acknowledgement-Plan-Amendment)

Finding: The Natural Resources and Natural Hazards element of the Comprehensive Plan addresses regional natural hazards. This element of the Comprehensive Plan addresses seismic activity, floods, slope, soils characteristics, and wildfire.

Applicable Comprehensive Plan Goals and Policies:

Natural Resources and Natural Hazards Goal 1: All development shall consider, take into account and demonstrate suitability relative to the natural hazard limitations of the Forest Grove area.

Natural Resources and Natural Hazards Policy 1: Areas with known geologic hazards, or soils which the Soil Conservation Service has rated as severe hazard soils including shrink-swell potential, weak foundation support (shear strength), and erosion hazard shall permit construction and densities only when adhering to recommendations made through engineering analysis, review and ordinances.

Natural Resources and Natural Hazards Policy 2: Those involved in development will be required to address hazard conditions by the inclusion of basic environmental data (i.e. soil type, elevation of the flood plain, geological limitations, etc.) and related designs for engineering solutions in the submittal requirements for development.

Natural Resources and Natural Hazards Policy 3: Adopt as a provision in both the zoning and subdivision ordinances that an environmental report be prepared and certified by a qualified engineer for all development proposals in areas having natural

physical hazards and/or limitations. As part of the environmental report, the engineer shall identify the intensity of urban development to be permitted based on the carrying capacity of the land. Open space may be required within the development in order to protect the public health and safety.

Natural Resources and Natural Hazards Policy 8: Establish landslide mitigation measures including logging regulations on steep slopes, landscape requirements, drainage controls, and pre-development technical studies.

Natural Resources and Natural Hazards Policy 10: Collaborate with local agencies to evaluate the local risk of wildland-urban interface fires.

Natural Resources and Natural Hazards Policy 13: Amend development standards in areas with potential landslide hazard to minimize potential landslides while allowing appropriate development.

Natural Resources and Natural Hazards Policy 14: Evaluate the need for seismic retrofit improvements to existing buildings in the Town Center to minimize potential damage where feasible.

Data Sources:

Relative Earthquake Hazard Map (Oregon Department of Geology and Mineral Industries)
Soil Survey
1980 Comprehensive Plan
City of Forest Grove Hazard Mitigation Plan

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Chapter 5 of the Metro Regional Framework Plan

Urban Growth Management Functional Plan

Title 1: Housing Capacity

Areas for residential development are shown on the adopted Comprehensive Plan Map. The 2012 Gamma Housing Unit estimate for Forest Grove for the year 2010 is 7,492. The 2030 estimate extrapolated from the Metro 2025 and 2035 household estimate is 10,096 households. The difference between 2010 and 2035 is 2,604 households. Based on the City's capacity analysis prepared to support the Economic Opportunity Analysis and the latest Urban Growth Report is 4,850 housing units. Therefore, there is sufficient residential housing capacity to meet household demand over the twenty-year planning period.

A residential capacity analysis showing potential impact from adopted changes to the Comprehensive Plan map is shown below.

Residential Capacity Analysis Findings

Location	Current Designation	Proposed Designation	Acreage Gross/Net
South of Pacific	RMH	RMH/RML/R-7	39.7/33.7
Town Center	TC	TC	71/61 ²
Thatcher Rd./David Hill Road	C-Low (R-10)	MU	30.6/14.2
Sunset Drive/Willamina	IL	MU	23.5/19.9
Gales Creek Road/Thatcher Road	CPD	MU	6.4/5.4
Forestmeade Neighborhood	RML	R-5	13.3/11.4

Location	Current Residential Capacity	Planned Residential Capacity	Estimated Change
South of Pacific ³	541	430	-111
Town Center ⁴	1,237 ⁵	2,474 ⁶	+1,237
Thatcher/David Hill Road	41	178	+137
Sunset Drive/Willamina	0	180	+180
Gales Creek Road/Thatcher Road	0	101	+101
Forestmeade Neighborhood	136	99	-37
TOTAL			+1,507

Note: The City of Forest Grove commits to adopting the necessary Zoning Map and Development Code text to achieve the stated planned residential capacities identified above within one-year from Oregon Department of Land Conservation and Development approval of the Forest Grove Comprehensive Plan Update.

Zoning Map Classifications

- R-5 (Single Family Residential – 8.71 dwellings per net acre)
- R-7 (Single Family Residential – 6.22 dwellings per net acre)
- R-10 (Single Family Residential – 4.35 dwellings per net acre)
- RML (Multifamily Residential Low – 12.0 dwellings per net acre)
- RMH (Multifamily Residential High – 20.28 dwellings per net acre)
- TC (Town Center – 20.28 dwellings per net acre)
- CPD (Commercial Planned Development)
- IL(Light Industrial)
- MU (Proposed Mixed-Use Development Zone – 20.28 dwellings per net acre)

² Not including Pacific University campus.

³ Estimate represents analysis contained in the December 16, 2013, written staff report to the Planning Commission.

⁴ Estimated current number of dwelling units = 460 units. Source; City of Forest Grove Planning Division and Metro State of the Centers Report (May 2011).

⁵ Figure does not include Pacific University.

⁶ Estimated based on increasing outright permitted target density from 20.28 units/acre to 40 units/acre.

The City Council adopted Resolution 2014-19 on January 27, 2014 acknowledging that it is necessary to adopt amendments to the Official Zoning Map and Forest Grove Development Code to comply with Metro Urban Growth Management Functional Plan Title 1 (Requirements for Housing and Employment Accommodation) within one-year after the Oregon Department of Land Conservation and Development approves the Comprehensive Plan update.

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Title 1(Housing Capacity).

Title 3: Water Quality and Flood Management

Finding: Water Quality is addressed in the Natural Resources and Natural Hazards element of the Comprehensive Plan (pages 12 and 13). The Water Quality section recognizes the lead role of Washington County Clean Water Services in preserving and enhancing water quality and watershed health within the County.

Applicable Comprehensive Plan Goals and Policies

Natural Resources and Natural Hazards Goal 4: The area's water quality shall be protected, maintained and improved wherever possible to ensure livability.

Natural Resources and Natural Hazards Policy 4: Permanent structural improvements will not be permitted in areas delineated as being located within the floodway of the 100 year flood plan as indicated from flood plan surface elevations provided by the U.S. Army Corps of Engineers.

Natural Resources and Natural Hazards Policy 15: Land use controls and project reviews will be used to determine and regulate the impact of development on water quality.

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Title 3.

Title 4: Industrial and Other Employment Areas

Finding: The adopted Economic Opportunity Analysis (EOA) addresses industrial and employment needs during the 20-year planning period. The EOA meets the requirements of OAR 660-09-0015 and addresses the following topics:

- National, State, Regional and Local Economic Trends;
- Economic Opportunity Analysis Stakeholder Outreach;
- 20-Year Employment Land Needs Analysis; and
- 20-Year Employment Land Demand Site Qualities

The EOA identifies that the City of Forest Grove has a vacant industrial land supply of approximately 291 acres (EOA Figure 27, page 52). The EOA identifies a baseline demand of 164 acres during the 20-year planning time horizon of the Comprehensive

Plan update. Therefore, the City of Forest Grove has sufficient vacant industrial land to meet projected demand during the 20-year planning time horizon.

The Economic Development element of the Comprehensive Plan summarizes the findings and conclusions contained in the EOA and establishes goals and policies related to the local economy and economic development. Along with the EOA, The Economic Development element provides a factual basis for the goals and policies contained in the Economic Development element. The Economic Development element summarizes local socio-economic indicators and identifies the comparative advantage of the employment sector.

The Economic Development element establishes goals and policies to promote industrial activities and preserve large industrial sites. Applicable goals and policies supportive of industrial activities are identified below:

Goal 9.1: Strengthen Forest Grove's Economy:

Policy 9.1.2: To preserve large lot industrial land establish a large lot industrial district to control the division of large industrial sites while allowing for market flexibility.

Policy 9.1.4: Seek certification of large industrial sites through the State of Oregon Industrial Site Certification program.

Goal 9.4 Promote Industrial Activities

Policy 9.4.1: Designate a total between 160 and 300 acres of land on the Comprehensive Plan Map to meet projected industrial demand over the next twenty-years. [Approximately 230 acres of land is identified on the Comprehensive Plan Map to meet projected demand over the next 20-years].

Policy 9.4.2: Establish a large lot industrial district on the Comprehensive Plan map and Zoning map to meet the needs of businesses requiring large parcels.

Policy 9.4.3: Implement development standards to control the division of large industrial sites.

Policy 9.4.4: Promote greater efficiency in the use of industrial land through the use of financial incentives for infill and redevelopment.

Policy 9.4.5: Implement a brownfield redevelopment program to increase the productive re-use of contaminated sites.

Conclusion: Based on the findings presented above and the information contained in the Economic Opportunity Analysis and Economy element contained in the Comprehensive Plan update the Forest Grove Comprehensive Plan substantially complies with Title 4.

Title 6: Centers, Corridors, Station Communities and Main Street

Finding: Downtown Forest Grove is designated as a Town Center in the Region 2040 Growth Concept. The Pacific Avenue/Tualatin Valley Highway (Oregon 8) is designated as a corridor in the Region 2040 Growth Concept. The Land Use element of the Comprehensive Plan identifies various Town Center Comprehensive Plan map land use designations including Town Center Core, Town Center Transition, and Town Center Support. These land use designations are intended to implement the Region 2040 Growth Concept. The Land Use Element also establishes the Community Commercial designation applicable primarily to areas adjacent to Pacific Avenue/19th Avenue or Oregon Highway 8. This Comprehensive Plan land use designation is intended to implement the Region 2040 corridor concept.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Region 2040 Growth Concept.

Title 7: Housing Choice

Finding: The Economic Opportunity Analysis, Housing element of the Comprehensive Plan and the Land Use element and Comprehensive Plan Map serve to promote housing choice. Title 7 deals primarily with affordable housing.

The Economic Opportunity Analysis identifies 20-year housing needs and 20-year housing land needs. In addition, the Metro Gamma household forecast released in September 2012 identifies long range housing needs.

The Forest Grove Comprehensive Plan update includes strategies to ensure a diverse range of housing types. Goal 10.1 states: "Ensure an adequate supply of developable land to support needed housing types and a complete community." Goal 10.4 states "Provide and maintain an adequate supply of affordable housing opportunities.

The Comprehensive Plan update establishes policies to maintain the existing supply of affordable housing as well as increasing opportunities for new dispersed affordable housing. The table below shows the existing supply of affordable housing. The source of the data is the Regional Equity Atlas.

Project Name	Project Location	Number of Units
Harkson Court	2900 22 nd Avenue	20
Covey Run Apartments	1775 Covey Run Drive	45
Jose Arciga Apartments	3231 22 nd Place	55
The Villager Apartments	1921 Fir Road	36
Vanrich Apartments	2016 B Street	17
Parkside Apartments	2715 Main Street	24
517 Ballard Way	517 Ballard Way	1
2731 Buxton Street	2731 Buxton Street	1
2738 Buxton Street	2738 Buxton Street	1
2736 Ballard Lane	2736 Ballard Lane	1
618 Ballard Lane	618 Ballard Lane	1
705 Willamina Avenue	705 Willamina Avenue	1
1770 Tamarack Way	1770 Tamarack Way	1
1816 Sequoia Court	1816 Sequoia Court	1

1721 Fir Road	1721 Fir Road	1
1755 Tamarack Way	1755 Tamarack Way	1
1626 Fir Court	1626 Fir Court	1
1704 Fir Court	1704 Fir Court	1
1525 Tara Court	1525 Tara Court	1
3506 18 th Place	3506 18 th Place	1
2221 23 rd Place	2221 23 rd Place	2
2225 23 rd Place	2225 23 rd Place	2
1804 Sequoia Court	1804 Sequoia Court	2
Forest Grove Beehive	2122 Hawthorne Street	44
Willow Park Apartments	2824 22 nd Avenue	46
Wynwood of Forest Grove	3110 19 th Avenue	82
Garden Grove Apartments	2727 22 nd Avenue	48
Forest Manor Apartments I	2141 Quince Street	19
Forest Manor Apartments II	2141 Quince Street	6
Forest Villa Apartments	2131 Quince Street	84
Elm Park I and II	2350 Elm Street	62

The Comprehensive Plan includes policies to increase opportunities for households of all income levels to live within their individual jurisdictions. Table 14 of the Housing element identifies the estimated need for housing by price range.

The following figure from the EOA identifies residential land need to accommodate all types of housing within the community. The Comprehensive Plan includes sufficient developable land to accommodate the project need.

BASELINE GROWTH SCENARIO (2% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	NA
R-10 Low Density Residential	-159	4.4	0	0	NA
R-7 Low Density Residential	-447	6.2	0	0	NA
R-5 Low Density Residential	-96	8.7	0	0	NA
RML Medium Density Residential	-55	12.0	0	0	NA
RMH High Density Residential	-43	20.3	0	0	NA
TC Town Center designations (3)	NA*				
Totals/Averages:	-800	8.9	0	0	NA

MEDIUM GROWTH SCENARIO (2.3% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	0.0%
R-10 Low Density Residential	7	4.4	2	2	28.9%
R-7 Low Density Residential	21	6.2	3	4	57.1%
R-5 Low Density Residential	4	8.7	1	1	8.7%
RML Medium Density Residential	3	12.0	0	0	3.6%
RMH High Density Residential	2	20.3	0	0	1.7%
TC Town Center designations (3)	NA*				
Totals/Averages:	37	8.9	6	7	100%

HIGH GROWTH SCENARIO (2.6% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	0.0%
R-10 Low Density Residential	119	4.4	27	34	28.9%
R-7 Low Density Residential	334	6.2	54	67	57.1%
R-5 Low Density Residential	72	8.7	8	10	8.7%
RML Medium Density Residential	41	12.0	3	4	3.6%
RMH High Density Residential	32	20.3	2	2	1.7%
TC Town Center designations (3)	NA*				
Totals/Averages:	598	0.0	94	118	100%

¹ Assumes that Town Center designation, which is currently surrounded by incorporated land, will not expand, therefore its capacity is included in the capacity of current vacant lands.

Sources: City of Forest Grove, Metro RLIS, Johnson Reid LLC

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan is consistent with Title 7.

Title 13: Nature in Neighborhoods

The purpose of Title 13 is to conserve, protect and restore streams, rivers and floodplains, control and prevent water pollution, and improve water quality throughout the region. The update of the Comprehensive Plan contains goals and policies identified below consistent with the intent of Title 13.

Finding: Applicable Goals and Policies

Community Sustainability Goal 14: Promote opportunities for community gardens within neighborhoods.

Community Sustainability Goal 16: Increase the amount of urban forest tree canopy while planting species adapted to this area.

Community Sustainability Goal 18: Increase the amount of park land and natural areas serving the community.

Community Sustainability Goal 19: Support the restoration of natural areas such as Fern Hill Wetland and Thatcher Woods.

Community Sustainability Policy: 7: Support the urban forest management program through land use regulations intended to retain and expand the urban forest canopy.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Chapter 3 of the Metro Regional Framework Plan (Nature in Neighborhoods).

Title 14: Urban Growth Boundary

Finding: Metro oversees and manages the urban growth boundary. The urbanization element of the Comprehensive Plan addresses the conversion of agricultural land for urban uses. The urbanization element also establishes a framework for the efficient accommodation of identified land needs; orderly and economic provision of public facilities and services; and compatibility of the urban uses with nearby agricultural and forest activities. In addition, the urbanization element references the Urban Planning Area Agreement with Washington County and the annexation process. The Urbanization element also addresses the urban reserves designated near Forest Grove.

Applicable Comprehensive Plan Goals and Policies.

Urbanization Goal 1: Establish policies to ensure an orderly and efficient transition from rural to urban land use.

Urbanization Policy 1: The City's long term land needs shall be evaluated periodically, and the adequacy of land within the Forest Grove portion of the Portland Regional Urban Growth Boundary to meet those needs shall be evaluated. If necessary, amendments to the Urban Growth Boundary shall be recommended to Metro as part of Metro's urban growth boundary evaluation process.

Urbanization Policy 2: All lands within the urban growth boundary shall be assigned priorities for urban development. Priorities shall be based on the City's ability to provide urban services and the orderly and efficient timing of service extension. These priorities shall be the basis for making decisions on all development proposals and requests for annexation.

Urbanization Policy 6: Participate with Metro in the ongoing review of the Portland regional urban growth boundary and the periodic update of the Metro Urban Growth Report.

Urbanization Policy 8: The City of Forest Grove will advocate for adding urban reserve lands into the urban growth boundary to meet the City's long term urban development needs.

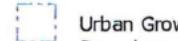
Conclusion: The Urbanization element of the Forest Grove Comprehensive Plan including the goals and policies identified above are consistent with the intent of Title 14. Therefore, the Forest Grove Comprehensive Plan complies with Title 14.

Attachment A
Planning Commission Recommended
TSP Changes

**Transportation
System Plan**

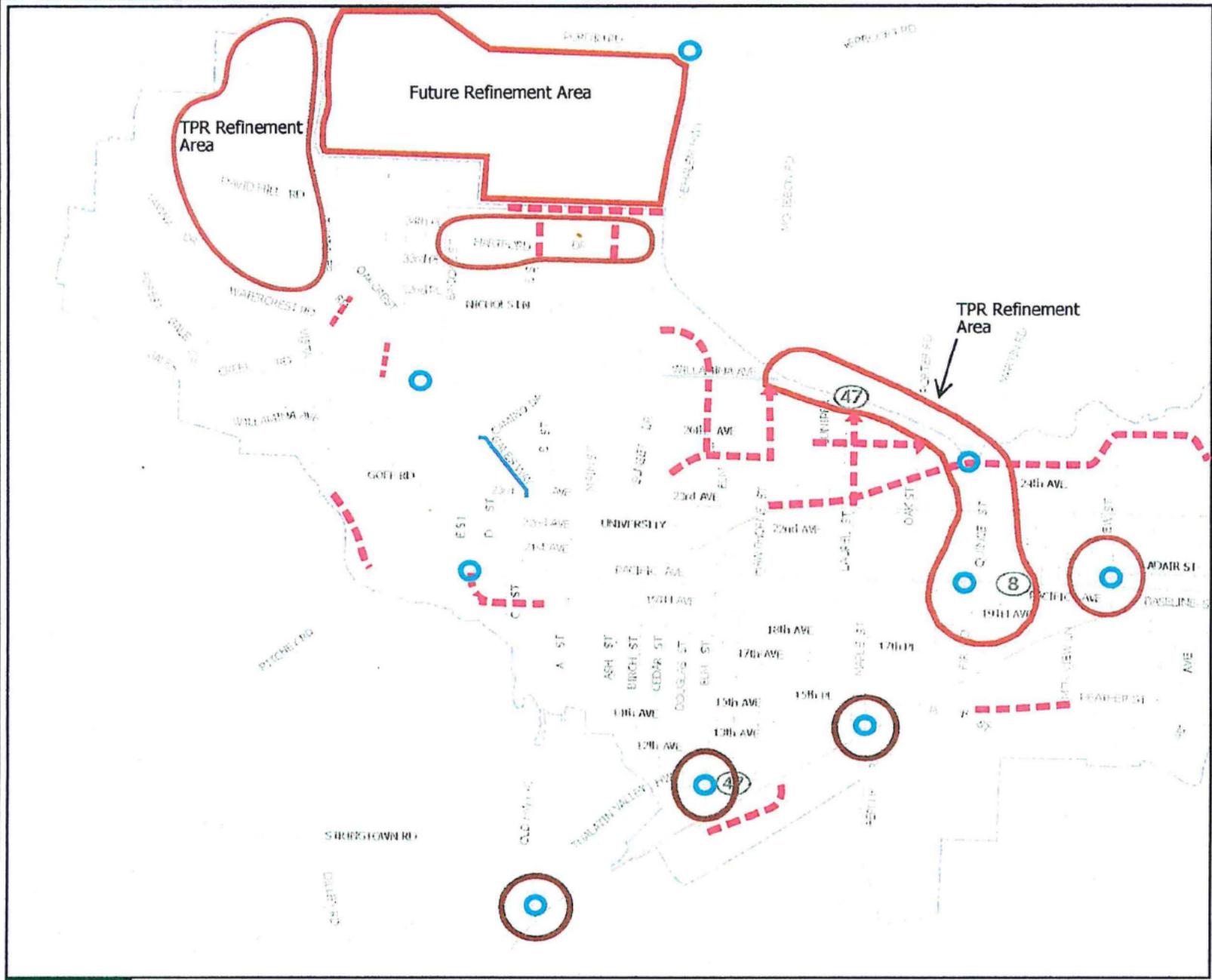
2013

Legend

-  Future Study Area
-  Water
-  City Limits
-  Urban Growth Boundary
-  Proposed Roadway *
-  Proposed Intersection Improvement
-  Proposed Road Improvement

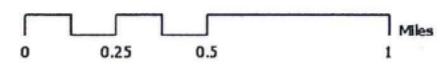
* Road alignments are conceptual. Further study required.

Note: Projects proposed on State facilities will require ODOT approval.



**FIGURE
8-7**

PREFERRED ROADWAY NETWORK PLAN



Transportation System Plan

2013

Legend

Proposed Services

- Local Deviated Route
- Conceptual Stop or Timpoint
- 1/4 mile buffer around route (not including selected empl. area trips)

Existing Transit Services

- TriMet Bus Route 57
- TriMet LIFT Service Area (3/4 mile Radius of Fixed Route Service)
- 1/4 mile Walking Buffers around Route 57 Stops
- Yamhill County Transit Line 33
- Ride Connection Wash. County Bus
- Library
- Medical
- Shopping
- Pacific University
- Recreational
- Other Landmarks
- Church
- Senior Center
- Middle/High School
- Assisted Living Facility
- Forest Grove City Boundary

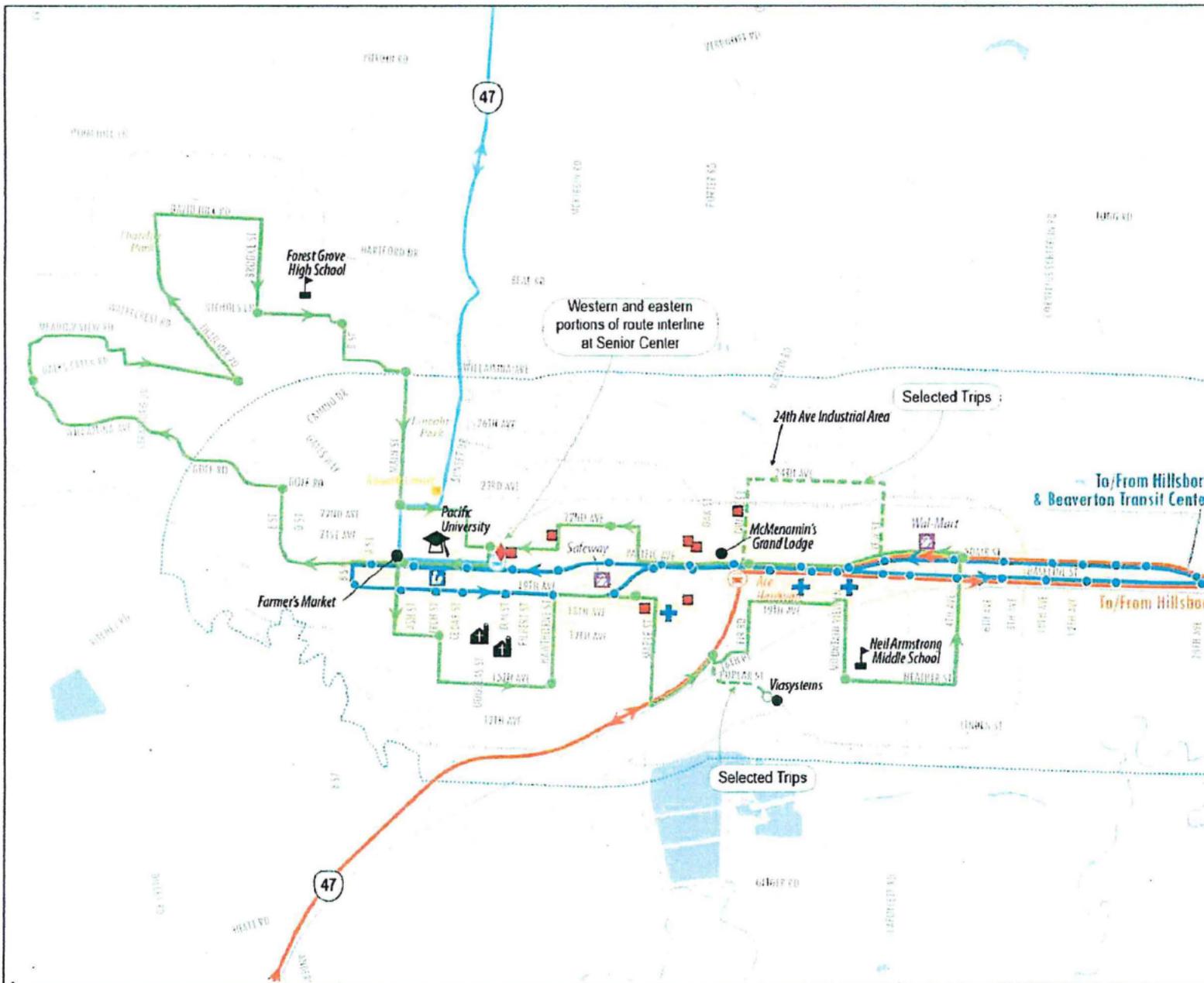
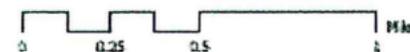


FIGURE
3-4

TRANSIT ROUTES



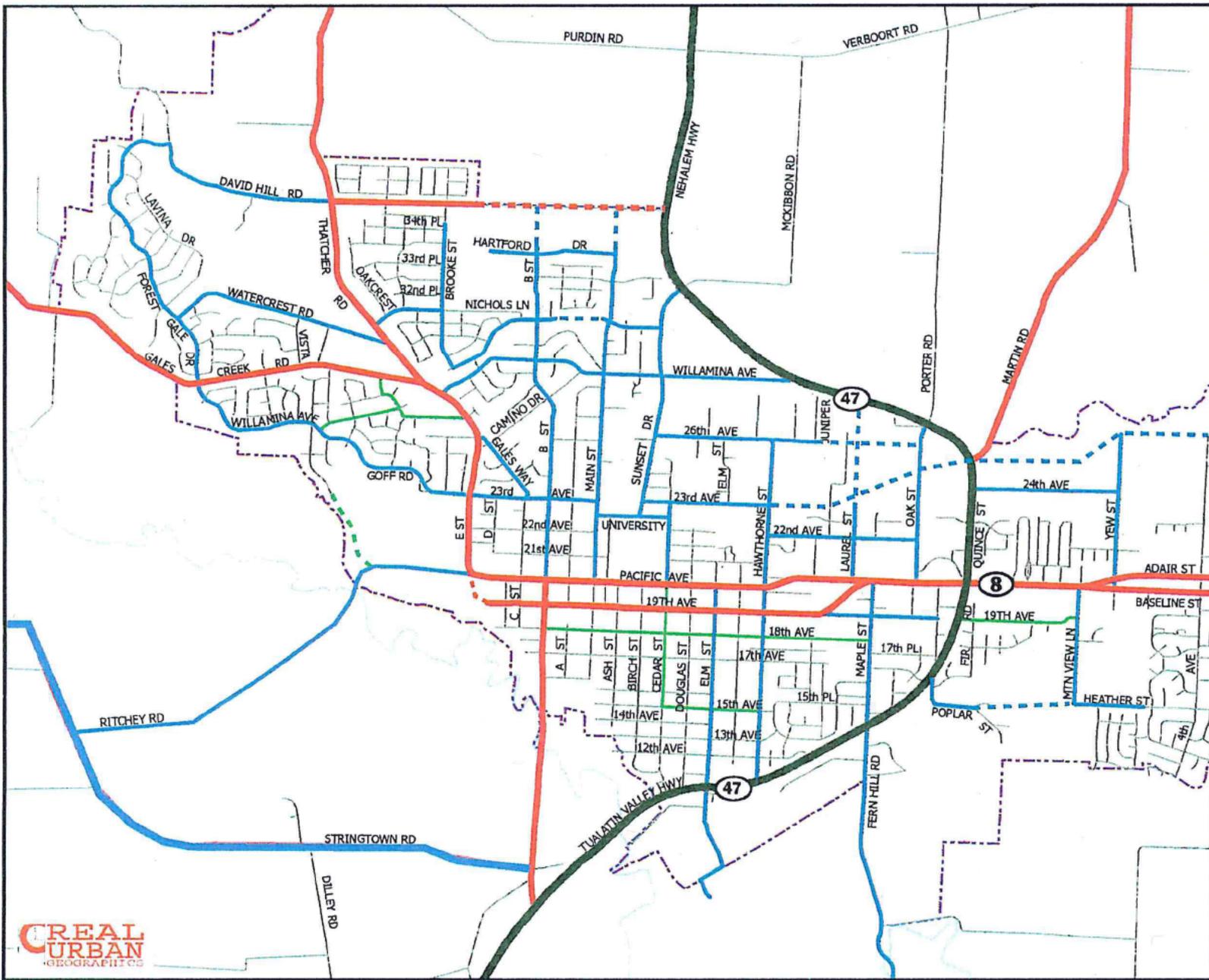
**Transportation
System Plan**

2013

Legend

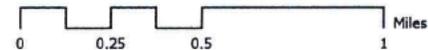
Functional Classification

-  Principal Arterial
-  Arterial
-  Collector
-  Neighborhood Route
-  Proposed Arterial
-  Proposed Collector
-  Water
-  City Limits
-  Urban Growth Boundary



**FIGURE
8-1**

**UPDATED STREET FUNCTIONAL
CLASSIFICATION SYSTEM**



Transportation System Plan

2013

Legend

Functional Classification

-  Principal Arterial
-  Arterial
-  Collector
-  Neighborhood Route

-  Water
-  City Limits
-  Urban Growth Boundary

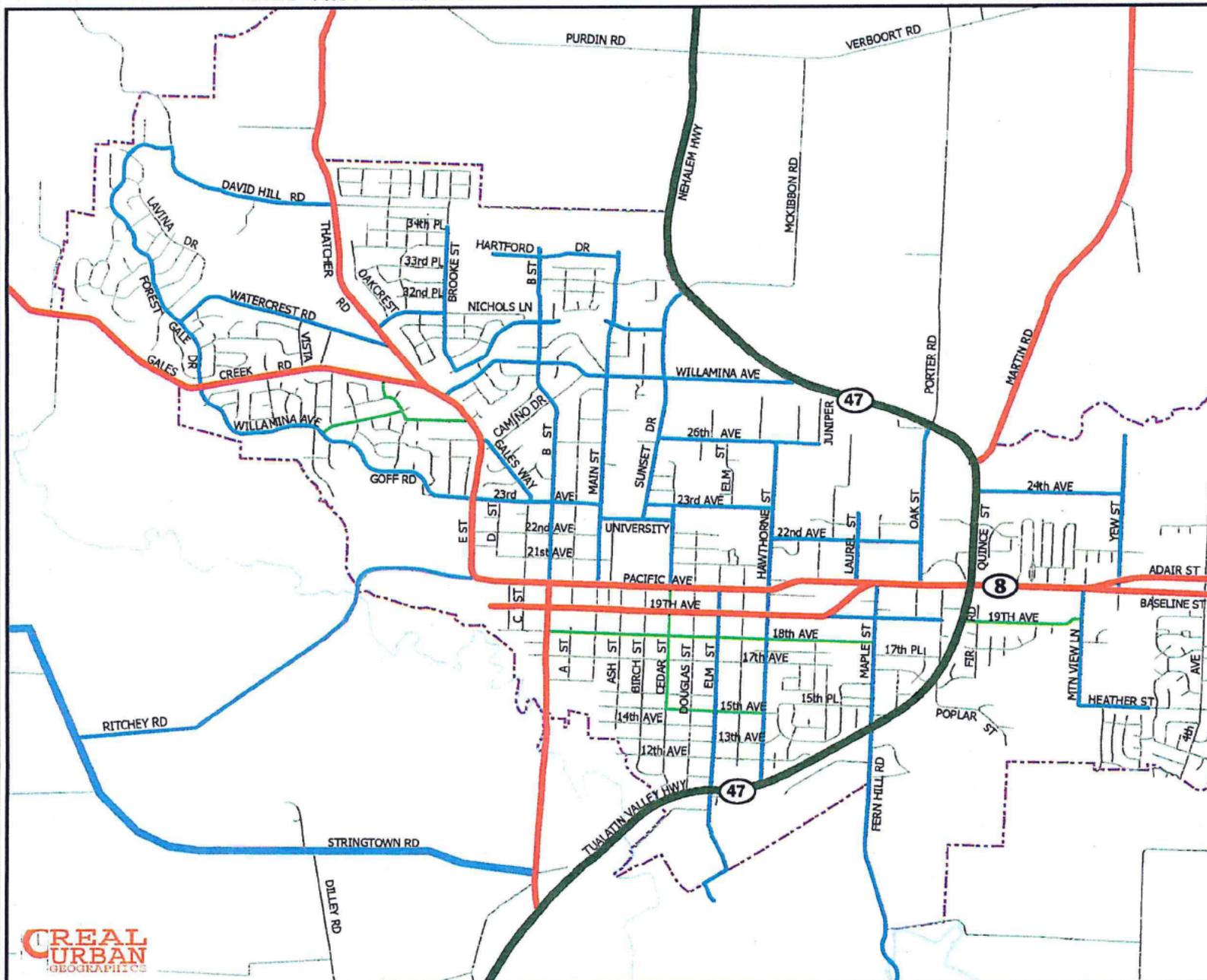
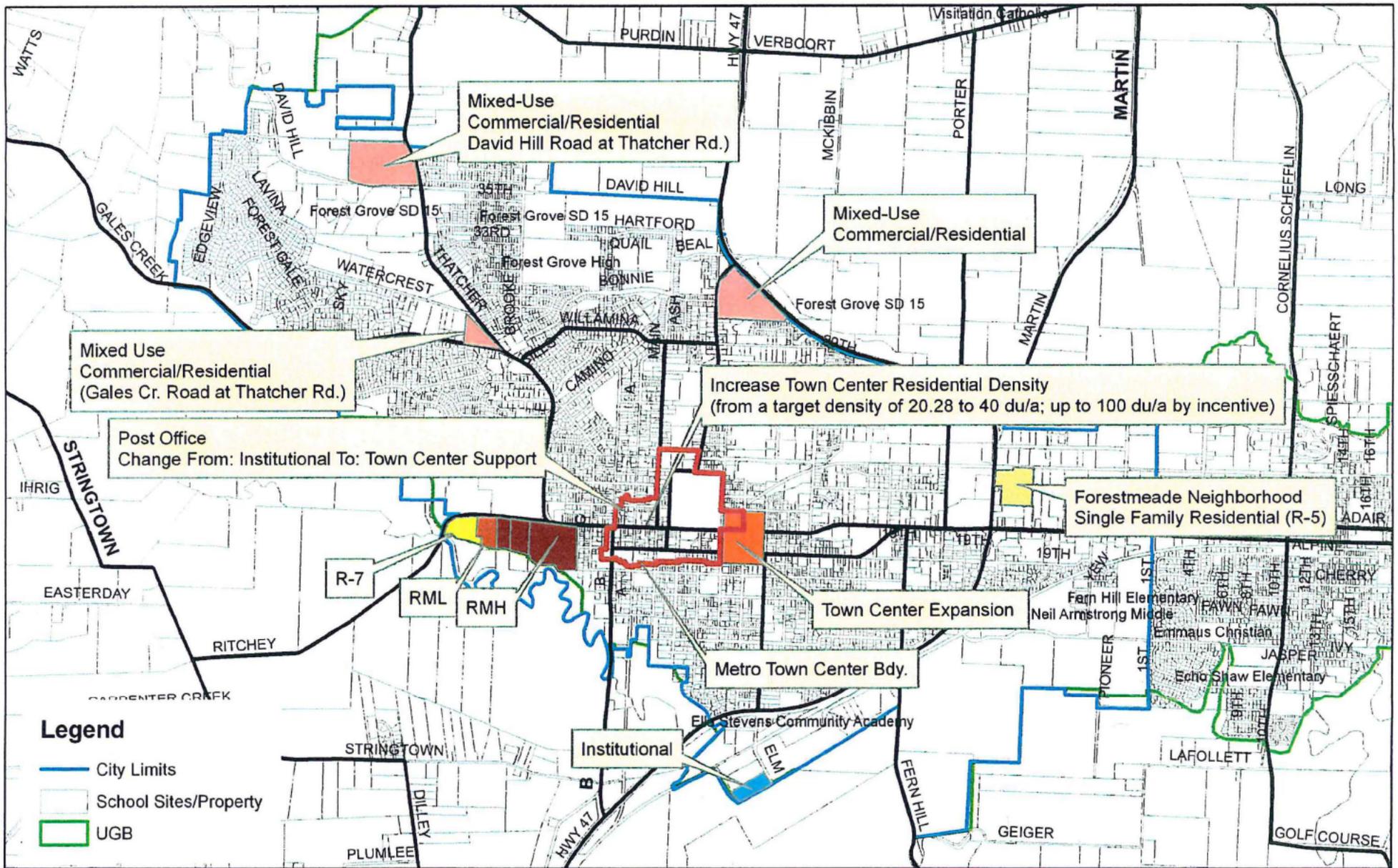


FIGURE 3-5

STREET FUNCTIONAL CLASSIFICATION



Attachment B
Planning Commission
Recommended Comprehensive Plan Map Changes



PLANNING COMMISSION RECOMMENDATION

Comprehensive Plan

Land Use Concept



Edits to Draft Comprehensive Plan Map

- Remove Mixed-Use Commercial Designation along Hwy. 47 between Hartford Drive and David Hill Road.
- Retain Mixed-Use Commercial Designation at Sunset Drive and Hwy. 47
- Retain Mixed-Use Commercial Designation at David Hill Road and Thatcher Road
- Retain Mixed-Use Commercial Designation at Gales Creek Road and Thatcher Road ("CPD Area")
- Designate area west of E Street and South of Pacific Avenue to RML or retain RMH designation
- Designate Post Office site from Institutional to Town Center Support
- Designate Friends of Historic Forest Grove property in Taylor Way area to Institutional from General Industrial.

Edits to Draft Transportation System Plan

- Correct notation on TSP maps referring to Gales Creek as Tualatin River
- Designate Pacific Avenue west of E Street to Collector consistent with Washington County TSP.
- Project list and funding amounts (consistent with update RTP costs)
- Edit Functional Classification Map
- Add reference to GroveLink system and ridership in Transit Chapter
- Add reference to Scenic Bikeway route through Forest Grove in Transit Chapter
- Include ODOT edits (refer to PowerPoint presentation) to Table 10-3, remove references to traffic signals, remove references to preferred land use alternative and create separate background document.
- Update cost estimates to reflect RTP funding changes
- Revise conceptual roadway near Fern Hill wetlands
- Revise map to include South Hwy. 47 Special Study Area
- Revise text to include South Hwy. 47 Special Study Area
- Change Table 10-3 to say Possible Funding Source instead of funder

Edits to School Element

- Update Pacific University Projections
- Revise Pacific University Map for legibility – Add Lincoln Park
- Add the percentage of Population below 15 and % above 65 to General Population Characteristics Table.

Edits to Natural Hazards and Natural Resources Element

- No changes

Edits to Public Facilities and Community Services Element

- Include Boards and Commission in Administrative Services section
- Add reference to need for new police station in public facilities element

Edits to Land Use Element

- Distinguish between Community Neighborhood zone and proposed Mixed-Use zone
- Add location criteria for Mixed-Use Zone
- Ensure references to Mixed-Use Zone are updated and correct

Edits to Urbanization Element

- No changes

Edits to Community Sustainability Element

- No changes

Edits to Housing Element

- No changes to Housing Element

Edits to Economic Development Element

- Revisions to improve readability and update data

Edits to Citizen Involvement Element

- No changes to Citizen Involvement Element

Edits to Background Document

- Add wording to recognize that growth projections should be monitored and updated as needed.
- Add wording describing Forest Grove's location on the edge of the Portland Regional urban growth boundary, proximity to agricultural lands and distance from the Portland core area.

Residential Capacity Analysis Findings

January 16, 2014

Location	Current Designation	Proposed Designation	Acreage Gross/Net
South of Pacific	RMH	RMH/RML/R-7	39.7/33.7
Town Center	TC	TC	71/61 ¹
Thatcher Rd./David Hill Road	C-Low (R-10)	MU	30.6/14.2
Sunset Drive/Willamina	IL	MU	23.5/19.9
Gales Creek Road/Thatcher Road	CPD	MU	6.4/5.4
Forestmeade Neighborhood	RML	R-5	13.3/11.4

Location	Current Residential Capacity	Planned Residential Capacity	Estimated Change
South of Pacific ²	541	430	-111
Town Center ³	1,237 ⁴	2,474 ⁵	+1,237
Thatcher/David Hill Road	41	178	+137
Sunset Drive/Willamina	0	180	+180
Gales Creek Road/Thatcher Road	0	101	+101
Forestmeade Neighborhood	136	99	-37
TOTAL			+1,507

Note: The City of Forest Grove commits to adopting the necessary Zoning Map and Development Code text to achieve the stated planned residential capacities identified above within one-year from Oregon Department of Land Conservation and Development approval of the Forest Grove Comprehensive Plan Update.

Zoning Map Classifications

- R-5 (Single Family Residential – 8.71 dwellings per net acre)
- R-7 (Single Family Residential – 6.22 dwellings per net acre)
- R-10 (Single Family Residential – 4.35 dwellings per net acre)
- RML (Multifamily Residential Low – 12.0 dwellings per net acre)
- RMH (Multifamily Residential High – 20.28 dwellings per net acre)
- TC (Town Center – 20.28 dwellings per net acre)
- CPD (Commercial Planned Development)
- IL(Light Industrial)
- MU (Proposed Mixed-Use Development Zone)

¹ Not including Pacific University campus.

² Estimate represents analysis contained in the December 16, 2013, written staff report to the Planning Commission.

³ Estimated current number of dwelling units = 460 units. Source; City of Forest Grove Planning Division and Metro State of the Centers Report (May 2011).

⁴ Figure does not include Pacific University.

⁵ Estimated based on increasing outright permitted target density from 20.28 units/acre to 40 units/acre.

February 10, 2014

**ADOPTION OF FINAL FINDINGS AND CONCLUSIONS RELATED TO ADOPTION OF
COMPREHENSIVE PLAN POST ACKNOWLEDGEMENT PLAN AMENDMENTS**

PROJECT TEAM: Daniel Riordan, Senior Planner
Jon Holan, Community Development Director
Michael Sykes, City Manager

ISSUE STATEMENT: To complete the adoption process, the City Council must adopt findings of fact and conclusions supporting adoption of the plan amendments.

BACKGROUND: On January 27, 2014, City Council held second reading of Ordinance 2014-02 adopting post acknowledgement plan amendments to the Forest Grove Comprehensive Plan. To complete the adoption process City Council must adopt findings of fact and conclusions supporting adoption of the plan amendments. The findings of fact must also address public comments presented during the public hearing process. The accompanying Order is intended to fulfill this last requirement of the adoption process.

STAFF RECOMMENDATION: Staff recommends the City Council adopt the attached Order approving the final findings of fact and conclusions supporting adoption of the Comprehensive Plan post acknowledgement plan amendments.

ORDER NO. 2014-03**ADOPTING FINAL FINDINGS SUPPORTING POST-ACKNOWLEDGMENT
PLAN AMENDMENTS TO THE CITY OF FOREST GROVE COMPREHENSIVE PLAN
PURSUANT TO THE ADOPTION OF ORDINANCE NO. 2014-02;
FILE NO. CPA-13-01369**

WHEREAS, City Council adopted Ordinance 2014-02 on January 27, 2014, related to post-acknowledgement-plan-amendments to the City of Forest Grove Comprehensive Plan; and

WHEREAS, the post-acknowledgement-plan-amendments are identified on Exhibit A; and

WHEREAS, City Council desires to adopt specific findings and facts supporting the plan amendments and demonstrating compliance and consistency with the Oregon Statewide Land Use Planning Goals, Metro Regional Framework Plan, and Metro Urban Growth Management Functional Plan; and

WHEREAS, City Council desires to adopt specific findings and facts responding to public testimony raised during the public hearing process as shown on Exhibit B.

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDERS AS FOLLOWS

Section 1. The City of Forest Grove City Council hereby adopts the staff reports provided to the Planning Commission dated November 4, 2013, November 18, 2013, December 2, 2013, and December 16, 2013 and the facts and conclusions contained therein.

Section 2. The City of Forest Grove City Council hereby adopts by reference the Planning Commission findings and conclusions dated January 10, 2014.

Section 3. The City of Forest Grove City Council hereby adopts the findings and facts attached as Exhibit B demonstrating compliance and consistency with the Oregon Statewide Planning Goals, Metro Regional Framework Plan, and Metro Regional Urban Growth Management Functional Plan.

Section 4. The City of Forest Grove City Council hereby adopts the staff reports dated January 27, 2014, responding to public testimony presented during the public hearing process.

Section 5. This Order is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED on the 10th day of February, 2014

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014

Peter B. Truax, Mayor

**Forest Grove Comprehensive Plan
List of Post-Acknowledgement-Plan-Amendment Products**

- Task A: Citizen Involvement Chapter Text
1. Revised Comprehensive Plan Citizen Involvement Chapter
- Task B: Comprehensive Plan Background Chapter Text
1. Revised Comprehensive Plan Chapter I: Introduction
2. Revised Comprehensive Plan Chapter II: The Planning Process
a. Add new plan amendment process section
- Task C: Comprehensive Plan Land Use Chapter Text
1. Revised Land Use Chapter
a. Include Proposal for Mixed-Use Development Zone
b. Updated Comprehensive Plan Map
c. 2011 Land Use inventory
d. Revised Historic resources text and maps.
- Task D: Comprehensive Plan Community Sustainability Chapter Text
a. Add new chapter to Comprehensive Plan
- Task E: Natural Resources and Hazards
A. Urban/Wildland Interface
B. Earthquake Hazards
C. Other hazards
- Task F: Environmental Quality Text
A. Revised Environmental Quality Chapter text for Comprehensive
- Task G: Energy Text
A. Revised Energy text of Comprehensive Plan
- Task H: Physical Environment Text
A. Revised Physical Environment text for Comp. Plan
- Task I: School Element Text
A. Coordination with Forest Grove School District
B. Draft School Chapter of Comprehensive Plan

**Metro Regional Framework Plan
Urban Growth Management Function Plan
Findings**

Regional Framework Plan

Chapter 1: Land Use

Fundamental 1: Encourage a strong local economy by providing an orderly and efficient use of land, balancing economic growth around the region and supporting high quality education. (Periodic Review Work Program Item).

Finding: An updated Land Use Element was adopted by the City Council on January 27, 2014 (Ordinance 2014-02) as part of the post-acknowledgement-plan-amendment process. The Land Use Element encourages a strong local economy by establishing industrial land use districts. Economy element encourages a strong local economy by identifying opportunities and establishing policies for local economic development.

The City of Forest Grove approved An Economic Opportunity Analysis (EOA) by resolution 2010-71. The adopted Economic Opportunity Analysis was subsequently re-adopted as part of Ordinance 2014-01 accepting and approving Periodic Review work program deliverables. The EOA complies with OAR 660-09-0015. The EOA includes an assessment of national, regional and local economic trends, 20-year employment forecast; 20-year employment needs analysis; 20-year employment land demand site qualities; 20-year housing need forecast; and 20-year housing land needs analysis. The EOA shows a baseline need/demand of approximately 164 acres of industrial land and vacant industrial land supply of 291 acres. The land use pattern shown on the adopted Comprehensive Plan Map includes approximately 260 acres of vacant industrial land which is sufficient to meet 20-year projected demand.

The adopted Comprehensive Plan School and Education element, prepared in coordination with the Forest Grove School District, supports Fundamental 1 by supporting high quality education. The School and Education element adopted as part of Ordinance 2014-02 identifies 20-year school district needs. The School and Education element identifies a need for one elementary school during the 20-year planning period. In addition to elementary and secondary schools the School Element recognizes the presence and importance of Pacific University in providing high quality education and educational opportunities at Portland Community College and local vocational schools. For the reasons stated above the Forest Grove Comprehensive Plan complies with Fundamental 1.

Fundamental 2: Encourage the efficient use of land within the UGB including buildable industrial and commercial land and focus development in 2040 mixed use centers and corridors. (Post-Acknowledgement-Plan-Amendment Item)

Finding: The updated Comprehensive Plan Map adopted as part of Ordinance 2014-02 identifies an efficient use of land within the UGB including buildable industrial and commercial land as explained below. The Land Use and Economy elements of the Comprehensive Plan also establish policies to encourage development in the Forest

Grove Town Center (a Region 2040 Town Center) and along the Pacific Avenue corridor.

The Comprehensive Plan map identifies approximately 260 acres of buildable industrial land; 31 acres of buildable commercial land along the Pacific Avenue commercial corridor, within the Forest Grove Town Center, and near the intersection of Elm Street and Highway 47. The largest buildable commercial area is located at the intersection of Hwy.47 and Hwy. 8 (18.4 acres) The Comprehensive Plan Map also identifies approximately 40 acres of newly designated mixed-use land outside of the Forest Grove Town Center providing retail opportunities. For the reasons stated above, the Forest Grove Comprehensive Plan update complies with Fundamental 2.

Policy 1.2.1(d): Coordinating public investment with local comprehensive and regional functional plans. (Periodic Review Work Program Item)

Finding: The Public and Community Services Element of the comprehensive plan provide a framework for coordinating public investment with the local comprehensive plan and subsequent development. The public facility master plans identify needed services to accommodate planned growth based on the Metro Gamma Household and Employment projections released in September 2012. Based on the Metro estimates the City of Forest Grove is planning for a year 2030 population of approximately 28,000 persons (Background Element p. 1). The public facility master plans are based on a population estimate of 28,127 persons¹.

Water Master Plan (2010): 33,400
Storm Sewer Master Plan (2007): 30,000
Wastewater System Master Plan (2007): 31,600
Transportation System Plan (2014): 30,240 (2035)
Parks Master Plan (2002): 22,800

Each of the master plans listed above identify specific projects to address identified needs and deficiencies. The plans have been incorporated by reference into the Comprehensive Plan by Ordinances 2014-01 and 2014-02.

Applicable Goals and Policies

Housing Policy 10.1.1 Establish the location and density of residential development based on the following factors: (C) Capacity of public services and facilities including but not limited to water, sanitary sewer, fire and police protection and transportation facilities.

Public Facilities and Community Services – Water Service Policy 1: A master plan including prioritized lists of capital improvement needs shall be adopted for provision of water service. The plan shall be based on future land use policies and needs.

¹ Population estimate includes incorporated and unincorporated areas within the urban growth boundary (Forest Grove planning area).

Public Facilities and Community Services – Water Service Policy 3: The sizing of municipal water facilities shall follow land use plan designations and concentrate development close to the City Center.

Public Facilities and Community Services – Storm Water (Drainage) System Policy 2: Design of storm water facilities shall support comprehensive plan land use designations.

Public Facilities and Community Services – Sanitary Sewer System Goal 1: Sewer facilities shall be designed and sized to serve the need of future land uses as shown on the Forest Grove Comprehensive Plan Map.

Transportation Goal 12.9: Develop a transportation system that is consistent with the City's Comprehensive Plan and adopted state and regional plans.

Community Sustainability Goal 3: Promote financial sustainability through a compact and land efficient development pattern intended to reduce long term costs for providing municipal services.

For the reasons stated above the Comprehensive Plan and Transportation System Plan both comply with Policy 1.2.1(d).

Policy 1.2.1(e): Creating a balanced transportation system, less dependent on the private automobile, supported by both the use of emerging technology and the location of jobs, housing, commercial activity, parks and open space. (Periodic Review Work Program Item).

Finding: In conjunction with the update to the Forest Grove Comprehensive Plan the City updated the Transportation System Plan. The updated Transportation System Plan was adopted on February 10, 2014 (Ordinance 2014-03). The updated Transportation System incorporates the performance measures required by the Regional Transportation Functional Plan. The TSP update addresses all modes of transportation including pedestrian, bicycle, freight, and automobile. The adopted financially constrained project list includes projects for all modes that create a balanced transportation system, less dependent on the private automobile. The Transportation System Plan update is reflects the updated Comprehensive Plan map. As a result the Transportation System Plan recognizes the location of jobs, housing, commercial activity, parks and open space.

Applicable Comprehensive Plan Goals and Policies

Transportation Goal 12.1: Develop and maintain a balanced transportation system that provides travel choices and reduces the number of trips by single occupant vehicles.

Transportation Policy 12.1.3: Support travel options that allow individuals to reduce single-occupant vehicle trips.

Transportation Policy 12.1.5: Encourage local employment and commercial opportunities to reduce the number of locally generated regional work and shopping trips.

Transportation Policy 12.4 Action 12.4.1: Design streets and highways to respect the characteristics of the surrounding land uses, natural features and other community amenities.

For the reasons state above the Comprehensive Plan and Transportation System Plan complies with Policy 1.2.1(e).

Policy 1.3.1(a) Encourage affordable housing opportunities in the region by offering a diverse range of housing types, available within the region, and within cities and counties inside Metro’s Urban Growth Boundary. (b) being available to households of all income levels that live or have a member working in each jurisdiction and subregion. (Periodic Review Work Program Item)

Finding: The Land Use element and Housing element of the Comprehensive Plan provides opportunities for affordable housing and a diverse range of housing types. The Economic Opportunity Analysis, based on the City’s land use inventory, shows the following distribution of housing types:

Dwelling Type	Number of Units
Single Family	4,326
Duplex	343
3-plex or 4-plex	542
Multiple Family	1,743
Total	6,954

According to Metro and the Regional Equity Atlas there are approximately 607 publicly-subsidized affordable housing units in Forest Grove. This represents approximately 8.7% of the total dwelling units in Forest Grove. The Regional Equity Atlas identifies the following affordable housing locations in the community:

Project Name	Project Location	Number of Units
Harkson Court	2900 22 nd Avenue	20
Covey Run Apartments	1775 Covey Run Drive	45
Jose Arciga Apartments	3231 22 nd Place	55
The Villager Apartments	1921 Fir Road	36
Vanrich Apartments	2016 B Street	17
Parkside Apartments	2715 Main Street	24
517 Ballad Way	517 Ballad Way	1
2731 Buxton Street	2731 Buxton Street	1
2738 Buxton Street	2738 Buxton Street	1
2736 Ballad Lane	2736 Ballad Lane	1
618 Ballad Lane	618 Ballad Lane	1
705 Willamina Avenue	705 Willamina Avenue	1
1770 Tamarack Way	1770 Tamarack Way	1
1816 Sequoia Court	1816 Sequoia Court	1
1721 Fir Road	1721 Fir Road	1
1755 Tamarack Way	1755 Tamarack Way	1
1626 Fir Court	1626 Fir Court	1
1704 Fir Court	1704 Fir Court	1
1525 Tara Court	1525 Tara Court	1
3506 18 th Place	3506 18 th Place	1

2221 23 rd Place	2221 23 rd Place	2
2225 23 rd Place	2225 23 rd Place	2
1804 Sequoia Court	1804 Sequoia Court	2
Forest Grove Beehive	2122 Hawthorne Street	44
Willow Park Apartments	2824 22 nd Avenue	46
Wynwood of Forest Grove	3110 19 th Avenue	82
Garden Grove Apartments	2727 22 nd Avenue	48
Forest Manor Apartments I	2141 Quince Street	19
Forest Manor Apartments II	2141 Quince Street	6
Forest Villa Apartments	2131 Quince Street	84
Elm Park I and II	2350 Elm Street	62

Applicable Housing Goals and Policies from the Comprehensive Plan

Housing Goal 10.1 Ensure an adequate supply of developable land to support needed housing types and a complete community.

Housing Policy 10.1.1(B) Establish the location and density of residential development based on the following factors: (A) the type and distribution of housing units required to meet projected population needs.

Community Sustainability Goal 4: Reduce barriers to affordable housing by advocating for an inventory of a minimum 20-year supply of land for needed housing types when Metro considers urban growth boundary expansions.

Community Sustainability Goal 9. Foster the preservation, construction and maintenance of an adequate supply of healthful, affordable, resource-efficient and inclusive housing.

Community Sustainability Policy 11: Ensure that needed housing for all segments of the population in the community is met through land use policy.

Conclusion: For the reasons stated above the Comprehensive Plan complies with Metro Regional Framework Plan Policy 1.3.1(a).

Summary of Compliance with 2040 Growth Concept (Post-Acknowledgement-Plan-Amendment Item).

Finding: Downtown Forest Grove is designated as a Town Center in the Region 2040 Growth Concept. The Pacific Avenue/Tualatin Valley Highway (Oregon 8) is designated as a corridor in the Region 2040 Growth Concept. The Land Use element of the Comprehensive Plan identifies various Town Center Comprehensive Plan map land use designations including Town Center Core, Town Center Transition, and Town Center Support. These land use designations are intended to implement the Region 2040 Growth Concept. The Land Use Element also establishes the Community Commercial designation applicable primarily to areas adjacent to Pacific Avenue/19th Avenue or Oregon Highway 8. This Comprehensive Plan land use designation is intended to implement the Region 2040 corridor concept.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Region 2040 Growth Concept.

Chapter 2: Transportation (Periodic Review)

Fundamental 4: Provide a balanced transportation system including safe, attractive facilities for bicycling, walking and transit as well as for motor vehicles and freight.

Finding: The Transportation Element and Transportation System Plan addressed Fundamental 4 by encouraging a balanced transportation system including safe, attractive facilities for bicycling, walking and transit as well as for motor vehicles. Applicable local goals and policies are identified below. In addition, Metro determined on February 3, 2014 that the Forest Grove Transportation Plan substantially complies with the Regional Transportation Functional Plan.

Applicable Comprehensive Plan Goals and Policies

TSP Appendix K adopted as part of Ordinance 2013-03 addresses compliance with the Statewide Land Use Planning Goals, including the Transportation Planning Rule, Metro Regional Transportation Functional Plan and local Comprehensive Plan policies.

Chapter 3: Nature in Neighborhoods (Post-Acknowledgement-Plan-Amendments)

Applicable Goals and Policies

Community Sustainability Goal 14: Promote opportunities for community gardens within neighborhoods.

Community Sustainability Goal 16: Increase the amount of urban forest tree canopy while planting species adapted to this area.

Community Sustainability Goal 18. Increase the amount of park land and natural areas serving the community.

Community Sustainability Goal 19: Support the restoration of natural areas such as Fern Hill Wetland and Thatcher Woods.

Community Sustainability Policy: 7: Support the urban forest management program through land use regulations intended to retain and expand the urban forest canopy.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Chapter 3 of the Metro Regional Framework Plan (Nature in Neighborhoods).

Chapter 4: Watershed Health and Water Quality (Post-Acknowledgement Plan Amendment)

Finding: Water Quality is addressed in the Natural Resources and Natural Hazards element of the Comprehensive Plan (pages 12 and 13). The Water Quality sections recognizes the lead role of Washington County Clean Water Services in preserving and enhancing water quality and watershed health within the County.

Applicable Comprehensive Plan Goals and Policies

Natural Resources and Natural Hazards Goal 4: The area's water quality shall be protected, maintained and improved wherever possible to ensure livability.

Natural Resources and Natural Hazards Policy 4: Permanent structural improvements will not be permitted in areas delineated as being located within the floodway of the 100 year flood plan as indicated from flood plan surface elevations provided by the U.S. Army Corps of Engineers.

Natural Resources and Natural Hazards Policy 15: Land use controls and project reviews will be used to determine and regulate the impact of development on water quality.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with Chapter 4 of the Metro Regional Framework Plan (Watershed Health and Water Quality).

Chapter 5: Regional Natural Hazards (Post-Acknowledgement-Plan-Amendment)

Finding: The Natural Resources and Natural Hazards element of the Comprehensive Plan addresses regional natural hazards. This element of the Comprehensive Plan addresses seismic activity, floods, slope, soils characteristics, and wildfire.

Applicable Comprehensive Plan Goals and Policies:

Natural Resources and Natural Hazards Goal 1: All development shall consider, take into account and demonstrate suitability relative to the natural hazard limitations of the Forest Grove area.

Natural Resources and Natural Hazards Policy 1: Areas with known geologic hazards, or soils which the Soil Conservation Service has rated as severe hazard soils including shrink-swell potential, weak foundation support (shear strength), and erosion hazard shall permit construction and densities only when adhering to recommendations made through engineering analysis, review and ordinances.

Natural Resources and Natural Hazards Policy 2: Those involved in development will be required to address hazard conditions by the inclusion of basic environmental data (i.e. soil type, elevation of the flood plain, geological limitations, etc.) and related designs for engineering solutions in the submittal requirements for development.

Natural Resources and Natural Hazards Policy 3: Adopt as a provision in both the zoning and subdivision ordinances that an environmental report be prepared and certified by a qualified engineer for all development proposals in areas having natural

physical hazards and/or limitations. As part of the environmental report, the engineer shall identify the intensity of urban development to be permitted based on the carrying capacity of the land. Open space may be required within the development in order to protect the public health and safety.

Natural Resources and Natural Hazards Policy 8: Establish landslide mitigation measures including logging regulations on steep slopes, landscape requirements, drainage controls, and pre-development technical studies.

Natural Resources and Natural Hazards Policy 10: Collaborate with local agencies to evaluate the local risk of wildland-urban interface fires.

Natural Resources and Natural Hazards Policy 13: Amend development standards in areas with potential landslide hazard to minimize potential landslides while allowing appropriate development.

Natural Resources and Natural Hazards Policy 14: Evaluate the need for seismic retrofit improvements to existing buildings in the Town Center to minimize potential damage where feasible.

Data Sources:

Relative Earthquake Hazard Map (Oregon Department of Geology and Mineral Industries)
Soil Survey
1980 Comprehensive Plan
City of Forest Grove Hazard Mitigation Plan

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Chapter 5 of the Metro Regional Framework Plan

Urban Growth Management Functional Plan

Title 1: Housing Capacity

Areas for residential development are shown on the adopted Comprehensive Plan Map. The 2012 Gamma Housing Unit estimate for Forest Grove for the year 2010 is 7,492. The 2030 estimate extrapolated from the Metro 2025 and 2035 household estimate is 10,096 households. The difference between 2010 and 2035 is 2,604 households. Based on the City's capacity analysis prepared to support the Economic Opportunity Analysis and the latest Urban Growth Report is 4,850 housing units. Therefore, there is sufficient residential housing capacity to meet household demand over the twenty-year planning period.

A residential capacity analysis showing potential impact from adopted changes to the Comprehensive Plan map is shown below.

Residential Capacity Analysis Findings

Location	Current Designation	Proposed Designation	Acreage Gross/Net
South of Pacific	RMH	RMH/RML/R-7	39.7/33.7
Town Center	TC	TC	71/61 ²
Thatcher Rd./David Hill Road	C-Low (R-10)	MU	30.6/14.2
Sunset Drive/Willamina	IL	MU	23.5/19.9
Gales Creek Road/Thatcher Road	CPD	MU	6.4/5.4
Forestmeade Neighborhood	RML	R-5	13.3/11.4

Location	Current Residential Capacity	Planned Residential Capacity	Estimated Change
South of Pacific ³	541	430	-111
Town Center ⁴	1,237 ⁵	2,474 ⁶	+1,237
Thatcher/David Hill Road	41	178	+137
Sunset Drive/Willamina	0	180	+180
Gales Creek Road/Thatcher Road	0	101	+101
Forestmeade Neighborhood	136	99	-37
TOTAL			+1,507

Note: The City of Forest Grove commits to adopting the necessary Zoning Map and Development Code text to achieve the stated planned residential capacities identified above within one-year from Oregon Department of Land Conservation and Development approval of the Forest Grove Comprehensive Plan Update.

Zoning Map Classifications

- R-5 (Single Family Residential – 8.71 dwellings per net acre)
- R-7 (Single Family Residential – 6.22 dwellings per net acre)
- R-10 (Single Family Residential – 4.35 dwellings per net acre)
- RML (Multifamily Residential Low – 12.0 dwellings per net acre)
- RMH (Multifamily Residential High – 20.28 dwellings per net acre)
- TC (Town Center – 20.28 dwellings per net acre)
- CPD (Commercial Planned Development)
- IL (Light Industrial)
- MU (Proposed Mixed-Use Development Zone – 20.28 dwellings per net acre)

² Not including Pacific University campus.

³ Estimate represents analysis contained in the December 16, 2013, written staff report to the Planning Commission.

⁴ Estimated current number of dwelling units = 460 units. Source; City of Forest Grove Planning Division and Metro State of the Centers Report (May 2011).

⁵ Figure does not include Pacific University.

⁶ Estimated based on increasing outright permitted target density from 20.28 units/acre to 40 units/acre.

The City Council adopted Resolution 2014-19 on January 27, 2014 acknowledging that it is necessary to adopt amendments to the Official Zoning Map and Forest Grove Development Code to comply with Metro Urban Growth Management Functional Plan Title 1 (Requirements for Housing and Employment Accommodation) within one-year after the Oregon Department of Land Conservation and Development approves the Comprehensive Plan update.

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Title 1(Housing Capacity).

Title 3: Water Quality and Flood Management

Finding: Water Quality is addressed in the Natural Resources and Natural Hazards element of the Comprehensive Plan (pages 12 and 13). The Water Quality section recognizes the lead role of Washington County Clean Water Services in preserving and enhancing water quality and watershed health within the County.

Applicable Comprehensive Plan Goals and Policies

Natural Resources and Natural Hazards Goal 4: The area's water quality shall be protected, maintained and improved wherever possible to ensure livability.

Natural Resources and Natural Hazards Policy 4: Permanent structural improvements will not be permitted in areas delineated as being located within the floodway of the 100 year flood plan as indicated from flood plan surface elevations provided by the U.S. Army Corps of Engineers.

Natural Resources and Natural Hazards Policy 15: Land use controls and project reviews will be used to determine and regulate the impact of development on water quality.

Conclusion: For the reasons stated above, the Forest Grove Comprehensive Plan substantially complies with Title 3.

Title 4: Industrial and Other Employment Areas

Finding: The adopted Economic Opportunity Analysis (EOA) addresses industrial and employment needs during the 20-year planning period. The EOA meets the requirements of OAR 660-09-0015 and addresses the following topics:

- National, State, Regional and Local Economic Trends;
- Economic Opportunity Analysis Stakeholder Outreach;
- 20-Year Employment Land Needs Analysis; and
- 20-Year Employment Land Demand Site Qualities

The EOA identifies that the City of Forest Grove has a vacant industrial land supply of approximately 291 acres (EOA Figure 27, page 52). The EOA identifies a baseline demand of 164 acres during the 20-year planning time horizon of the Comprehensive

Plan update. Therefore, the City of Forest Grove has sufficient vacant industrial land to meet projected demand during the 20-year planning time horizon.

The Economic Development element of the Comprehensive Plan summarizes the findings and conclusions contained in the EOA and establishes goals and policies related to the local economy and economic development. Along with the EOA, The Economic Development element provides a factual basis for the goals and policies contained in the Economic Development element. The Economic Development element summarizes local socio-economic indicators and identifies the comparative advantage of the employment sector.

The Economic Development element establishes goals and policies to promote industrial activities and preserve large industrial sites. Applicable goals and policies supportive of industrial activities are identified below:

Goal 9.1: Strengthen Forest Grove's Economy:

Policy 9.1.2: To preserve large lot industrial land establish a large lot industrial district to control the division of large industrial sites while allowing for market flexibility.

Policy 9.1.4: Seek certification of large industrial sites through the State of Oregon Industrial Site Certification program.

Goal 9.4 Promote Industrial Activities

Policy 9.4.1: Designate a total between 160 and 300 acres of land on the Comprehensive Plan Map to meet projected industrial demand over the next twenty-years. [Approximately 230 acres of land is identified on the Comprehensive Plan Map to meet projected demand over the next 20-years].

Policy 9.4.2: Establish a large lot industrial district on the Comprehensive Plan map and Zoning map to meet the needs of businesses requiring large parcels.

Policy 9.4.3: Implement development standards to control the division of large industrial sites.

Policy 9.4.4: Promote greater efficiency in the use of industrial land through the use of financial incentives for infill and redevelopment.

Policy 9.4.5: Implement a brownfield redevelopment program to increase the productive re-use of contaminated sites.

Conclusion: Based on the findings presented above and the information contained in the Economic Opportunity Analysis and Economy element contained in the Comprehensive Plan update the Forest Grove Comprehensive Plan substantially complies with Title 4.

Title 6: Centers, Corridors, Station Communities and Main Street

Finding: Downtown Forest Grove is designated as a Town Center in the Region 2040 Growth Concept. The Pacific Avenue/Tualatin Valley Highway (Oregon 8) is designated as a corridor in the Region 2040 Growth Concept. The Land Use element of the Comprehensive Plan identifies various Town Center Comprehensive Plan map land use designations including Town Center Core, Town Center Transition, and Town Center Support. These land use designations are intended to implement the Region 2040 Growth Concept. The Land Use Element also establishes the Community Commercial designation applicable primarily to areas adjacent to Pacific Avenue/19th Avenue or Oregon Highway 8. This Comprehensive Plan land use designation is intended to implement the Region 2040 corridor concept.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Region 2040 Growth Concept.

Title 7: Housing Choice

Finding: The Economic Opportunity Analysis, Housing element of the Comprehensive Plan and the Land Use element and Comprehensive Plan Map serve to promote housing choice. Title 7 deals primarily with affordable housing.

The Economic Opportunity Analysis identifies 20-year housing needs and 20-year housing land needs. In addition, the Metro Gamma household forecast released in September 2012 identifies long range housing needs.

The Forest Grove Comprehensive Plan update includes strategies to ensure a diverse range of housing types. Goal 10.1 states: "Ensure an adequate supply of developable land to support needed housing types and a complete community." Goal 10.4 states "Provide and maintain an adequate supply of affordable housing opportunities.

The Comprehensive Plan update establishes policies to maintain the existing supply of affordable housing as well as increasing opportunities for new dispersed affordable housing. The table below shows the existing supply of affordable housing. The source of the data is the Regional Equity Atlas.

Project Name	Project Location	Number of Units
Harkson Court	2900 22 nd Avenue	20
Covey Run Apartments	1775 Covey Run Drive	45
Jose Arciga Apartments	3231 22 nd Place	55
The Villager Apartments	1921 Fir Road	36
Vanrich Apartments	2016 B Street	17
Parkside Apartments	2715 Main Street	24
517 Ballard Way	517 Ballard Way	1
2731 Buxton Street	2731 Buxton Street	1
2738 Buxton Street	2738 Buxton Street	1
2736 Ballard Lane	2736 Ballard Lane	1
618 Ballard Lane	618 Ballard Lane	1
705 Willamina Avenue	705 Willamina Avenue	1
1770 Tamarack Way	1770 Tamarack Way	1
1816 Sequoia Court	1816 Sequoia Court	1

1721 Fir Road	1721 Fir Road	1
1755 Tamarack Way	1755 Tamarack Way	1
1626 Fir Court	1626 Fir Court	1
1704 Fir Court	1704 Fir Court	1
1525 Tara Court	1525 Tara Court	1
3506 18 th Place	3506 18 th Place	1
2221 23 rd Place	2221 23 rd Place	2
2225 23 rd Place	2225 23 rd Place	2
1804 Sequoia Court	1804 Sequoia Court	2
Forest Grove Beehive	2122 Hawthorne Street	44
Willow Park Apartments	2824 22 nd Avenue	46
Wynwood of Forest Grove	3110 19 th Avenue	82
Garden Grove Apartments	2727 22 nd Avenue	48
Forest Manor Apartments I	2141 Quince Street	19
Forest Manor Apartments II	2141 Quince Street	6
Forest Villa Apartments	2131 Quince Street	84
Elm Park I and II	2350 Elm Street	62

The Comprehensive Plan includes policies to increase opportunities for households of all income levels to live within their individual jurisdictions. Table 14 of the Housing element identifies the estimated need for housing by price range.

The following figure from the EOA identifies residential land need to accommodate all types of housing within the community. The Comprehensive Plan includes sufficient developable land to accommodate the project need.

BASELINE GROWTH SCENARIO (2% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	NA
R-10 Low Density Residential	-159	4.4	0	0	NA
R-7 Low Density Residential	-447	6.2	0	0	NA
R-5 Low Density Residential	-96	8.7	0	0	NA
RML Medium Density Residential	-55	12.0	0	0	NA
RMH High Density Residential	-43	20.3	0	0	NA
TC Town Center designations (3)	NA*				
Totals/Averages:	-800	8.9	0	0	NA

MEDIUM GROWTH SCENARIO (2.3% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	0.0%
R-10 Low Density Residential	7	4.4	2	2	28.9%
R-7 Low Density Residential	21	6.2	3	4	57.1%
R-5 Low Density Residential	4	8.7	1	1	8.7%
RML Medium Density Residential	3	12.0	0	0	3.6%
RMH High Density Residential	2	20.3	0	0	1.7%
TC Town Center designations (3)	NA*				
Totals/Averages:	37	8.9	6	7	100%

HIGH GROWTH SCENARIO (2.6% Annual Pop. Growth)					
ZONING DESIGNATION	Total Future Unit Need - Vacant Lands¹	Units Per Net Acre	Net Acreage Needed	Gross Acreage Needed	Distribution
SR Low Density Residential	0	1.0	0	0	0.0%
R-10 Low Density Residential	119	4.4	27	34	28.9%
R-7 Low Density Residential	334	6.2	54	67	57.1%
R-5 Low Density Residential	72	8.7	8	10	8.7%
RML Medium Density Residential	41	12.0	3	4	3.6%
RMH High Density Residential	32	20.3	2	2	1.7%
TC Town Center designations (3)	NA*				
Totals/Averages:	598	0.0	94	118	100%

¹ Assumes that Town Center designation, which is currently surrounded by incorporated land, will not expand, therefore its capacity is included in the capacity of current vacant lands.

Sources: City of Forest Grove, Metro RLIS, Johnson Reid LLC

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan is consistent with Title 7.

Title 13: Nature in Neighborhoods

The purpose of Title 13 is to conserve, protect and restore streams, rivers and floodplains, control and prevent water pollution, and improve water quality throughout the region. The update of the Comprehensive Plan contains goals and policies identified below consistent with the intent of Title 13.

Finding: Applicable Goals and Policies

Community Sustainability Goal 14: Promote opportunities for community gardens within neighborhoods.

Community Sustainability Goal 16: Increase the amount of urban forest tree canopy while planting species adapted to this area.

Community Sustainability Goal 18. Increase the amount of park land and natural areas serving the community.

Community Sustainability Goal 19: Support the restoration of natural areas such as Fern Hill Wetland and Thatcher Woods.

Community Sustainability Policy: 7: Support the urban forest management program through land use regulations intended to retain and expand the urban forest canopy.

Conclusion: For the reasons stated above the Forest Grove Comprehensive Plan complies with the Chapter 3 of the Metro Regional Framework Plan (Nature in Neighborhoods).

Title 14: Urban Growth Boundary

Finding: Metro oversees and manages the urban growth boundary. The urbanization element of the Comprehensive Plan addresses the conversion of agricultural land for urban uses. The urbanization element also establishes a framework for the efficient accommodation of identified land needs; orderly and economic provision of public facilities and services; and compatibility of the urban uses with nearby agricultural and forest activities. In addition, the urbanization element references the Urban Planning Area Agreement with Washington County and the annexation process. The Urbanization element also addresses the urban reserves designated near Forest Grove.

Applicable Comprehensive Plan Goals and Policies.

Urbanization Goal 1: Establish policies to ensure an orderly and efficient transition from rural to urban land use.

Urbanization Policy 1: The City's long term land needs shall be evaluated periodically, and the adequacy of land within the Forest Grove portion of the Portland Regional Urban Growth Boundary to meet those needs shall be evaluated. If necessary, amendments to the Urban Growth Boundary shall be recommended to Metro as part of Metro's urban growth boundary evaluation process.

Urbanization Policy 2: All lands within the urban growth boundary shall be assigned priorities for urban development. Priorities shall be based on the City's ability to provide urban services and the orderly and efficient timing of service extension. These priorities shall be the basis for making decisions on all development proposals and requests for annexation.

Urbanization Policy 6: Participate with Metro in the ongoing review of the Portland regional urban growth boundary and the periodic update of the Metro Urban Growth Report.

Urbanization Policy 8: The City of Forest Grove will advocate for adding urban reserve lands into the urban growth boundary to meet the City's long term urban development needs.

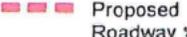
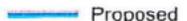
Conclusion: The Urbanization element of the Forest Grove Comprehensive Plan including the goals and policies identified above are consistent with the intent of Title 14. Therefore, the Forest Grove Comprehensive Plan complies with Title 14.

Attachment A
Planning Commission Recommended
TSP Changes

**Transportation
System Plan**

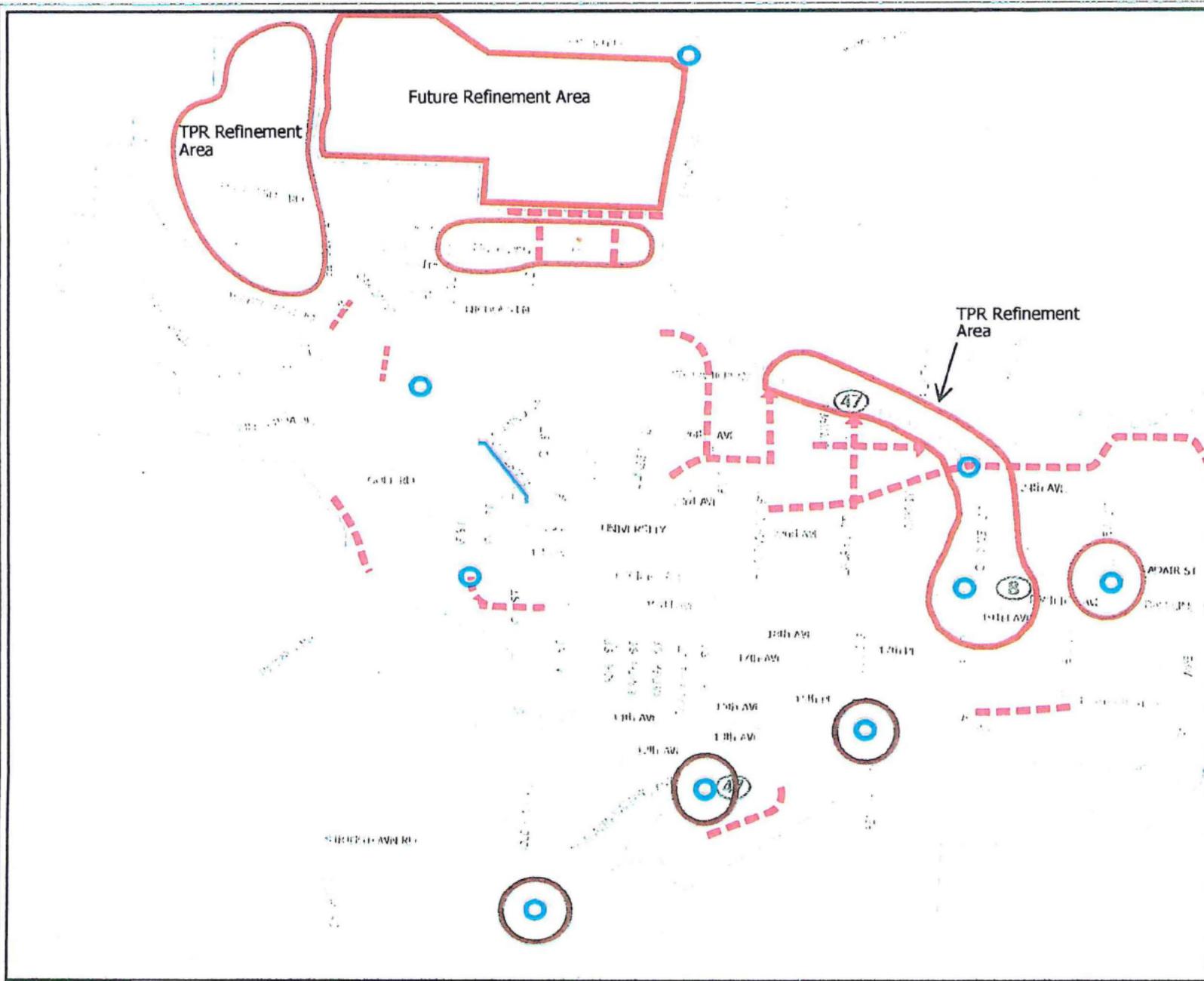
2013

Legend

-  Future Study Area
-  Water
-  City Limits
-  Urban Growth Boundary
-  Proposed Roadway *
-  Proposed Intersection Improvement
-  Proposed Road Improvement

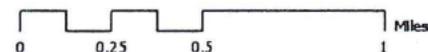
* Road alignments are conceptual. Further study required.

Note: Projects proposed on State facilities will require ODOT approval.



**FIGURE
8-7**

PREFERRED ROADWAY NETWORK PLAN



Transportation
System Plan

2013

Legend

- Proposed Services**
- Local Deviated Route
 - Conceptual Stop or Timpoint
 - 1/4 mile buffer around route (not including selected empl. area trips)
- Existing Transit Services**
- TriMet Bus Route 57
 - TriMet LIFT Service Area (3/4 mile Radius of Fixed Route Service)
 - 1/4 mile Walking Buffers around Route 57 Stops
 - Yamhill County Transit Line 33
 - Ride Connection Wash. County Bus
- | | |
|--------------------------|--------------------|
| Library | Medical |
| Shopping | Pacific University |
| Recreational | Other Landmarks |
| Church | Senior Center |
| Assisted Living Facility | Middle/High School |
- Forest Grove City Boundary

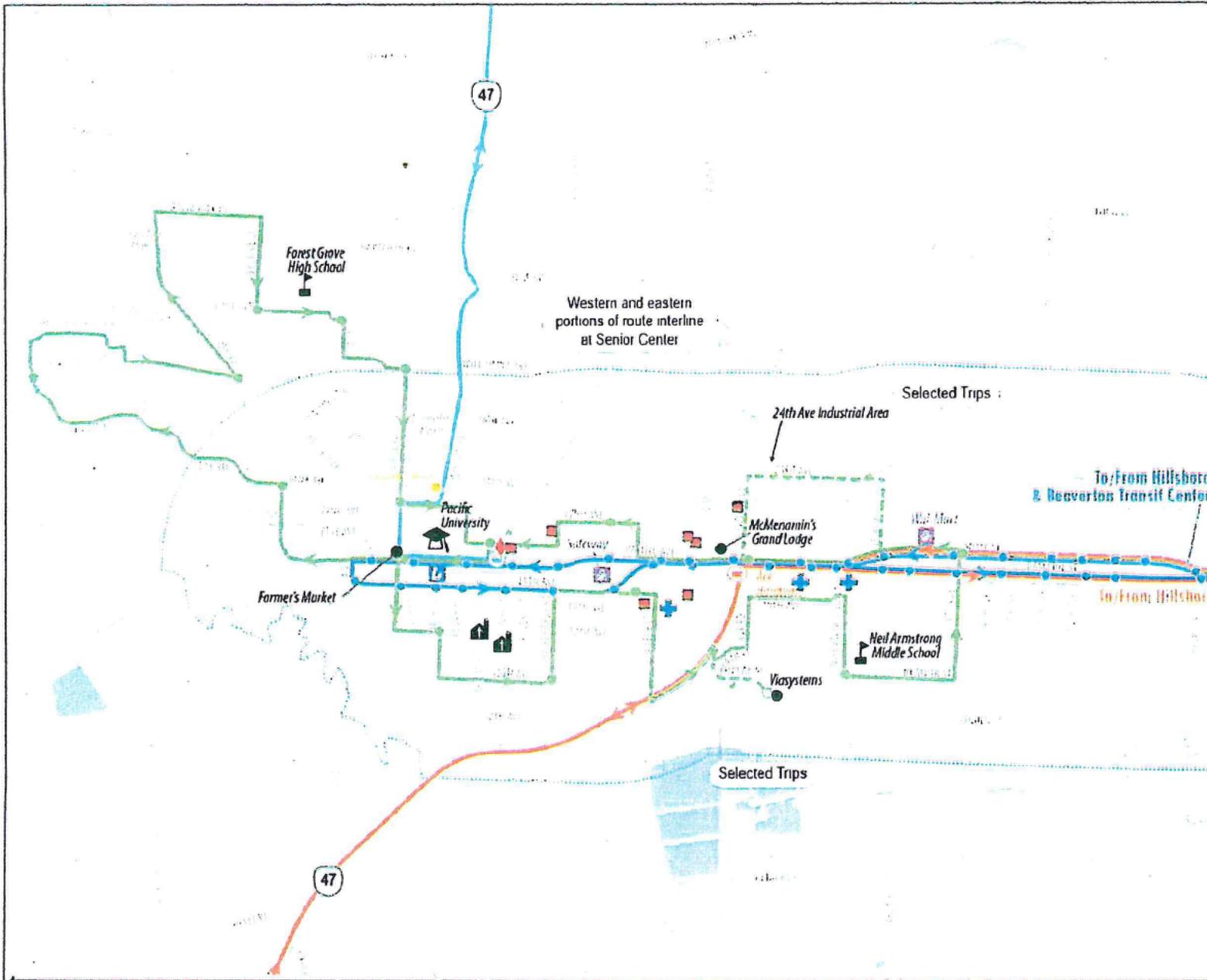


FIGURE
3-4

TRANSIT ROUTES

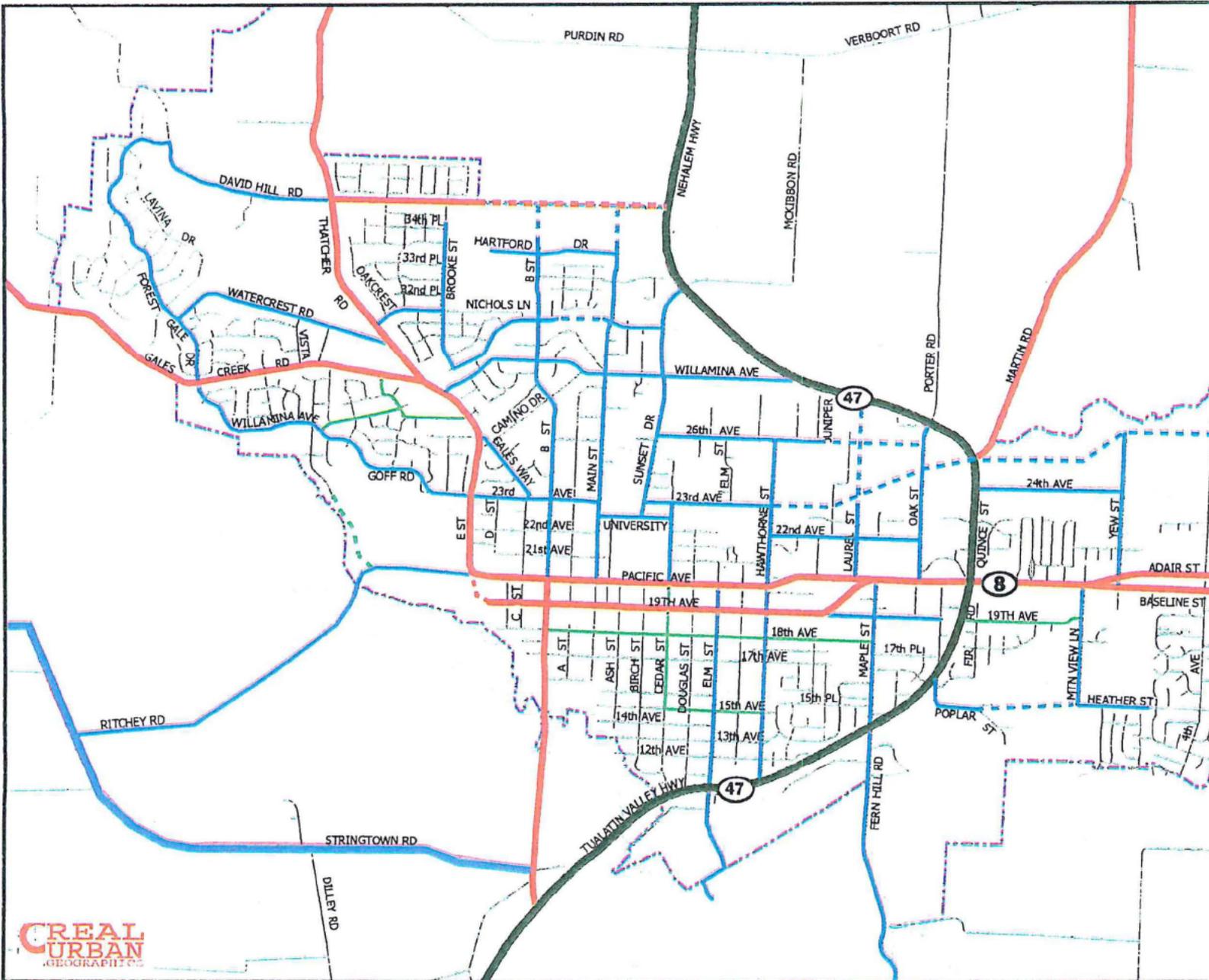
Transportation System Plan

2013

Legend

Functional Classification

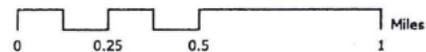
-  Principal Arterial
-  Arterial
-  Collector
-  Neighborhood Route
-  Proposed Arterial
-  Proposed Collector
-  Water
-  City Limits
-  Urban Growth Boundary



CREAL
URBAN
GEOGRAPHICS

**FIGURE
8-1**

**UPDATED STREET FUNCTIONAL
CLASSIFICATION SYSTEM**



SCJ ALLIANCE
CURB TO CURB SERVICES

Parametrix
PLANNING • TRAINING • ENGINEERING • SERVICES

Transportation System Plan

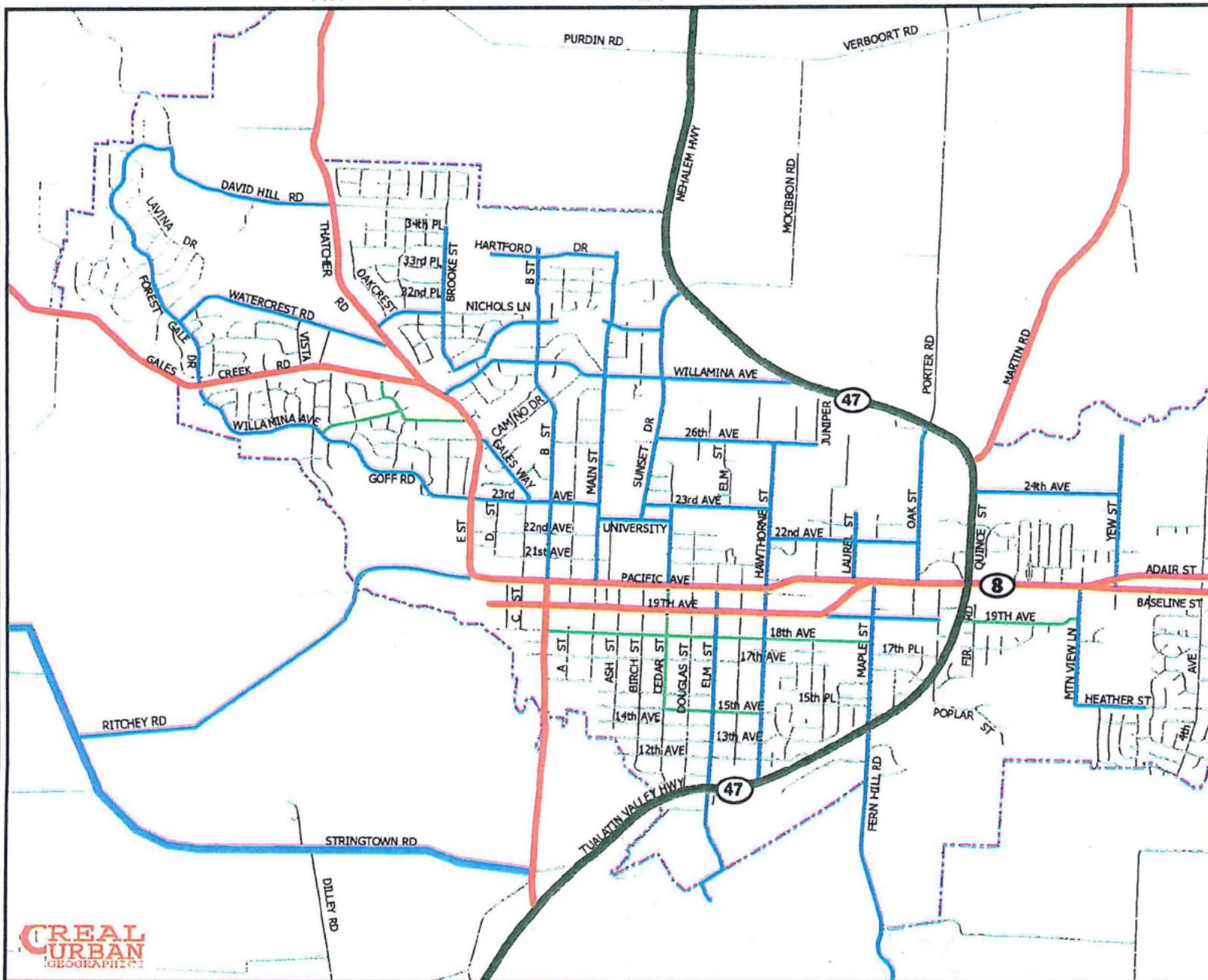
2013

Legend

Functional Classification

-  Principal Arterial
-  Arterial
-  Collector
-  Neighborhood Route

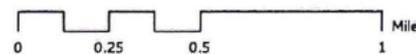
-  Water
-  City Limits
-  Urban Growth Boundary



CREAL
URBAN
GEOGRAPHICS

FIGURE
3-5

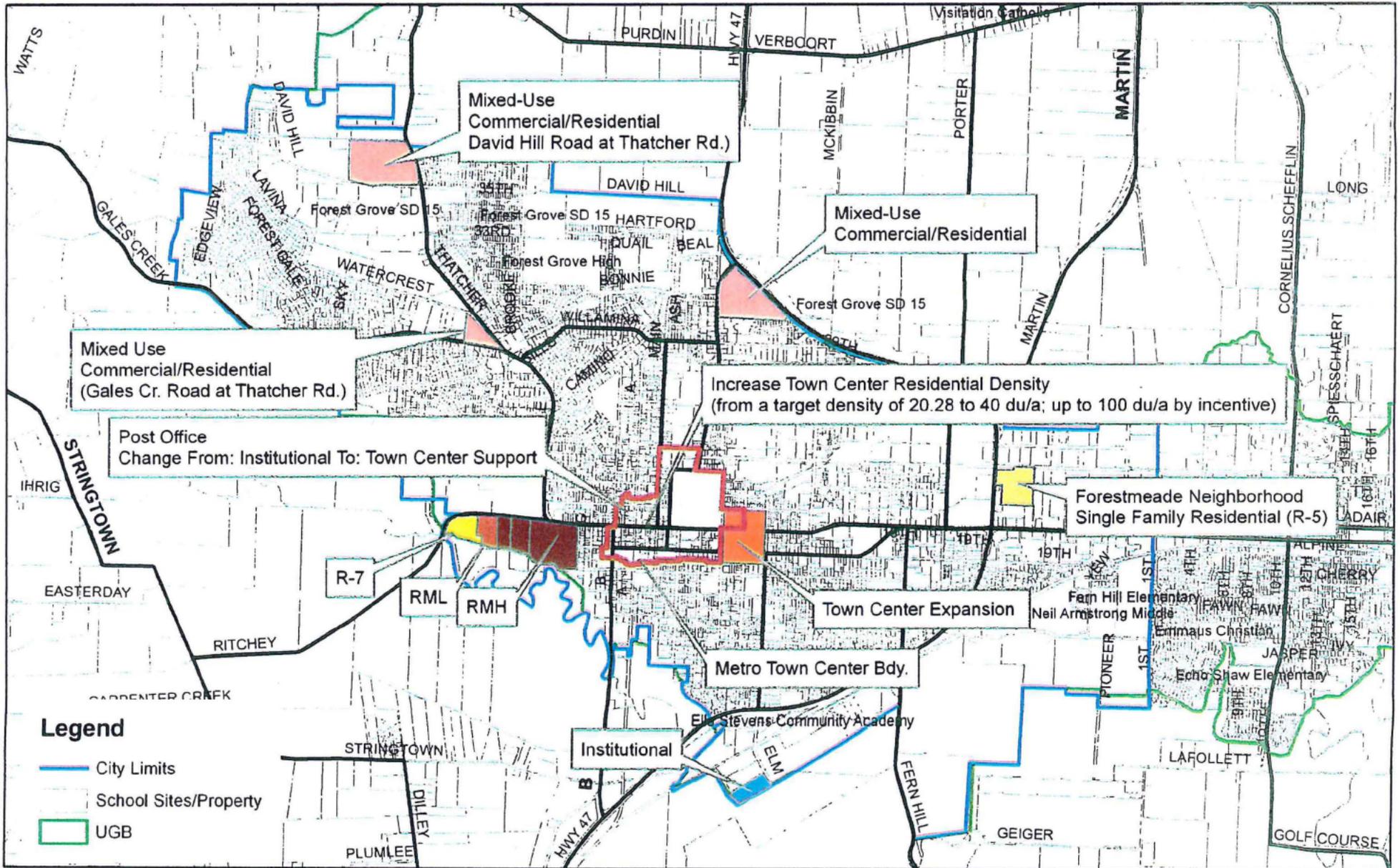
STREET FUNCTIONAL CLASSIFICATION



SCJ ALLIANCE
COURTESY FROM THE CITY OF FOREST GROVE

Parametrix
ENGINEERING PLANNING ENVIRONMENTAL SCIENCE

Attachment B
Planning Commission
Recommended Comprehensive Plan Map Changes



PLANNING COMMISSION RECOMMENDATION

Comprehensive Plan

Land Use Concept



Edits to Draft Comprehensive Plan Map

- Remove Mixed-Use Commercial Designation along Hwy. 47 between Hartford Drive and David Hill Road.
- Retain Mixed-Use Commercial Designation at Sunset Drive and Hwy. 47
- Retain Mixed-Use Commercial Designation at David Hill Road and Thatcher Road
- Retain Mixed-Use Commercial Designation at Gales Creek Road and Thatcher Road ("CPD Area")
- Designate area west of E Street and South of Pacific Avenue to RML or retain RMH designation
- Designate Post Office site from Institutional to Town Center Support
- Designate Friends of Historic Forest Grove property in Taylor Way area to Institutional from General Industrial.

Edits to Draft Transportation System Plan

- Correct notation on TSP maps referring to Gales Creek as Tualatin River
- Designate Pacific Avenue west of E Street to Collector consistent with Washington County TSP.
- Project list and funding amounts (consistent with update RTP costs)
- Edit Functional Classification Map
- Add reference to GroveLink system and ridership in Transit Chapter
- Add reference to Scenic Bikeway route through Forest Grove in Transit Chapter
- Include ODOT edits (refer to PowerPoint presentation) to Table 10-3, remove references to traffic signals, remove references to preferred land use alternative and create separate background document.
- Update cost estimates to reflect RTP funding changes
- Revise conceptual roadway near Fern Hill wetlands
- Revise map to include South Hwy. 47 Special Study Area
- Revise text to include South Hwy. 47 Special Study Area
- Change Table 10-3 to say Possible Funding Source instead of funder

Edits to School Element

- Update Pacific University Projections
- Revise Pacific University Map for legibility – Add Lincoln Park
- Add the percentage of Population below 15 and % above 65 to General Population Characteristics Table.

Edits to Natural Hazards and Natural Resources Element

- No changes

Edits to Public Facilities and Community Services Element

- Include Boards and Commission in Administrative Services section
- Add reference to need for new police station in public facilities element

Edits to Land Use Element

- Distinguish between Community Neighborhood zone and proposed Mixed-Use zone
- Add location criteria for Mixed-Use Zone
- Ensure references to Mixed-Use Zone are updated and correct

Edits to Urbanization Element

- No changes

Edits to Community Sustainability Element

- No changes

Edits to Housing Element

- No changes to Housing Element

Edits to Economic Development Element

- Revisions to improve readability and update data

Edits to Citizen Involvement Element

- No changes to Citizen Involvement Element

Edits to Background Document

- Add wording to recognize that growth projections should be monitored and updated as needed.
- Add wording describing Forest Grove's location on the edge of the Portland Regional urban growth boundary, proximity to agricultural lands and distance from the Portland core area.

Residential Capacity Analysis Findings

January 16, 2014

Location	Current Designation	Proposed Designation	Acreage Gross/Net
South of Pacific	RMH	RMH/RML/R-7	39.7/33.7
Town Center	TC	TC	71/61 ¹
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Sunset Drive/Willamina	IL	MU	23.5/19.9
Gales Creek Road/Thatcher Road	CPD	MU	6.4/5.4
Forestmeade Neighborhood	RML	R-5	13.3/11.4

Location	Current Residential Capacity	Planned Residential Capacity	Estimated Change
South of Pacific ²	541	430	-111
Town Center ³	1,237 ⁴	2,474 ⁵	+1,237
Thatcher/David Hill Road	41	178	+137
Sunset Drive/Willamina	0	180	+180
Gales Creek Road/Thatcher Road	0	101	+101
Forestmeade Neighborhood	136	99	-37
TOTAL			+1,507

Note: The City of Forest Grove commits to adopting the necessary Zoning Map and Development Code text to achieve the stated planned residential capacities identified above within one-year from Oregon Department of Land Conservation and Development approval of the Forest Grove Comprehensive Plan Update.

Zoning Map Classifications

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- R-7 (Single Family Residential – 6.22 dwellings per net acre)
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- RMH (Multifamily Residential High – 20.28 dwellings per net acre)
- TC (Town Center – 20.28 dwellings per net acre)
- CPD (Commercial Planned Development)
- IL(Light Industrial)
- MU (Proposed Mixed-Use Development Zone)

¹ Not including Pacific University campus.

² Estimate represents analysis contained in the December 16, 2013, written staff report to the Planning Commission.

³ Estimated current number of dwelling units = 460 units. Source; City of Forest Grove Planning Division and Metro State of the Centers Report (May 2011).

⁴ Figure does not include Pacific University.

⁵ Estimated based on increasing outright permitted target density from 20.28 units/acre to 40 units/acre.

South of Pacific Avenue Area (west of Town Center)
Findings and Conclusions

Finding: Area has been designated Multi-family high density since 1980. Reduction of density with greater distance from the Town Center better meets the Comprehensive Plan land use criteria for designation of land. Designation allows for development and preserves the residential character of the area along Ritchey Road. Conclusion: Re-designation of the area south of Pacific Avenue west of the Town Center is consistent with the applicable policies contained in the comprehensive plan. Applicable policies include:

Land Use

Local Land Use Goals

1. *Residential areas shall be developed in a safe, aesthetically pleasing, and efficient manner.*

Finding: The proposed land use concept for the area south of Pacific Avenue west of the Town Center to Ritchey Road includes a graduated density pattern with the highest density (RMH) nearest to the Town Center and the lowest (Single Family Residential B-Standard/R-7) furthest from the Town Center near Ritchey Road. This concept provides for a variety of housing and flexibility for an aesthetically pleasing development pattern and efficient arrangement of housing types. The proposed land use concept promotes a variety of housing options including multiple family attached, multiple family detached, single family attached and single family detached units. For the reasons stated above the proposed land use concept recommended by the Planning Commission meets the intent of Local Land Use Goal #1.

Local Land Use Policy 1:

1. *Multi-family developments shall be near the commercial core of major arterials.*

Finding: The proposed zoning for the subject area includes the highest density land use designation (High Density Residential/RMH) near the commercial core and adjacent to Pacific Avenue where it is designated as an arterial street on the Transportation System Plan map. Therefore, the proposed land use designations recommended by the Planning Commission are consistent with this policy.

The proposed land use concept meets the intent of the land use location criteria identified below. The high density residential development is located on land with generally 10% slope or less. In addition, the high density residential land is located proximate to Pacific Avenue where it is designated as an arterial street. Furthermore, the high density residential land is located about ¼ mile from mass transit and community-serving commercial uses. As a rule of thumb, locations within ¼ mile are considered to be within convenient walking distance. The area is served by urban services such as streets, police and fire protection and municipal water.

The areas identified for medium density and low density residential development are not penetrated by major arterial roads or railroads. Furthermore, the medium and low density areas are located within convenient driving distance to schools and neighborhood commercial areas. The area is served by urban services such as streets, police and fire protection and municipal water.

Land Use	Description	Criteria for Allocation
HIGH DENSITY RESIDENTIAL DEVELOPMENT	<i>Up to 20.28 units / Net residential acre (apartments, town houses, and condominiums)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for heavy building ▪ 10% of less slope ▪ Location near major arterials with buffer strips ▪ Convenient walking distance to open space, mass transit, and community-serving commercial area ▪ Availability of full urban services
MEDIUM DENSITY RESIDENTIAL DEVELOPMENT	<i>Up to 12 units a net residential acre (duplexes, townhouses, and condominiums)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ 10% or less slope ▪ Location bounded but not penetrated by major arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services
LOW DENSITY RESIDENTIAL DEVELOPMENT	<i>4.35 to 8.71 units a net residential acre (single-family)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ Consideration of density related to building limitation (slope, soil, geology) ▪ 20% or less slope ▪ Location bounded but not penetrated by arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services

The land use concept arranges lower density development, single-family, on the edges of the urban area. Nearer the city center, higher density residential development, multi-family and duplex, are concentrated. This is consistent with the Land Use Chapter of the Forest Grove Comprehensive Plan. Another important factor determining the distribution of residential land use on the Plan Map are the goals and policies in the Land Use element as previously stated. The land use concept is consistent with the policy calling for multi-family units to be near major arterials.

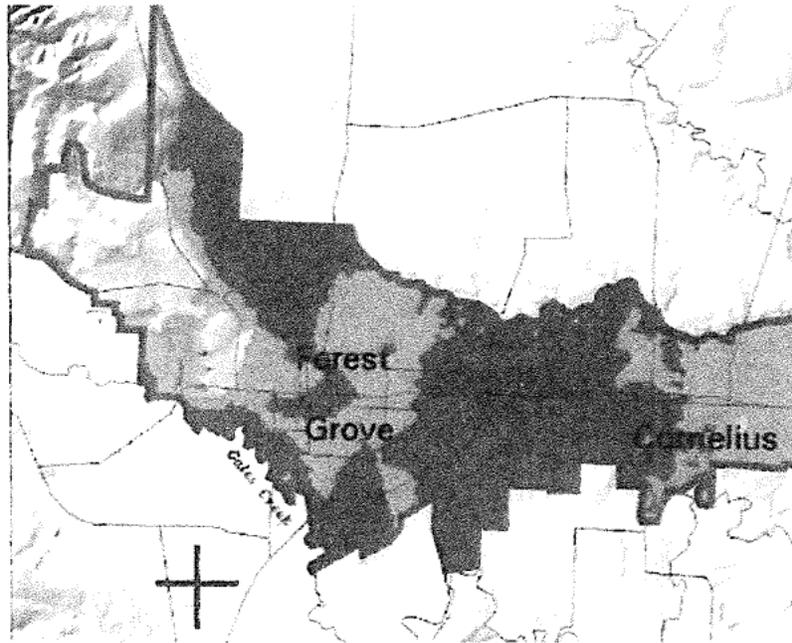
The criteria regarding hazard free location is addressed below.

Earthquake Hazards The public testimony provided on January 13th indicated the subject area is located within an earthquake hazard zone. The Oregon Department of Geology and Mineral Industries (DOGAMI) published a series of maps for the region showing relative earthquake hazards. The degree of earthquake hazard is based on three factors. These factors include:

- Ground motion amplification;
- Liquefaction; and
- Slope instability.

Liquefaction is a term used to describe areas of water-saturated sand creating areas of soft soils when shaken. Given these factors the entire Forest Grove Planning area is susceptible to some level of earthquake risk. Additional engineering may be necessary to reduce damage to infrastructure and buildings from earthquake hazards. This will be assessed during the development review process. It should be noted that risk can be mitigated through design and engineering but not entirely eliminated.

The area nearest the floodplain and urban growth boundary is identified as having the highest relative risk to earthquake hazards. This area is located within Relative Earthquake Hazard Zone A (red area on map). The area west of B Street, south of Pacific Avenue and generally north of 19th Avenue is identified as being within Relative Earthquake Hazard B (orange area on map). Earthquake hazard Zones A and B affect all of Forest Grove except for the area north of Gales Creek Road and west of Thatcher Road.



The Natural Resources and Natural Hazards Chapter of the Comprehensive Plan recognizes the earthquake risk in the Planning area. The City's Emergency Operations Plan establishes procedures for responding to a seismic event to minimize the risk to life and property.

Floodplain and Wetlands the subject area is located adjacent to the urban growth boundary. In this area of the region the urban growth boundary generally follows the 100-year flood plain for Gales Creek. There is some uncertainty with respect to the developable area near the floodplain boundary. Based on prior analysis conducted in 2005/2006 the developable area is generally above the 180 foot elevation contour line. This is due the presence of a levy providing some protection from flood waters.

In general, development is restricted within the floodway and floodplain by Washington County and the Forest Grove Development Code. In addition, development is restricted near wetlands and within vegetative corridors established by Clean Water Services. Development potentially impacting vegetative corridors requires review by Clean Water Services and issuance of a Service Provider Letter before development permits are issued by the City. There are no identified wetland areas in the subject area based on the review of the local wetland inventory review completed in 2011.

Local Housing Goals

The proposed land use concept is consistent with the housing goals contained in the Housing chapter of the Comprehensive plan including:

1. *Encourage the provision of affordable good quality housing in adequate numbers to all segments of Forest Grove's population including but not limited to people of all races,*

age, sex, religion, national origin, mental and physical handicaps, marital status or family size.

Finding: The proposed land use concept identifies a variety of land use residential land use designations including Multifamily High Density, Multifamily Low Density, and Single Family Residential (B-Standard/R-7). This encourages the provision of affordable good quality housing in adequate numbers to accommodate all segments of Forest Grove's population. For this reason, the proposed land use concept meets the intent and is consistent with Local Housing Goal #1.

2. Provide for an adequate supply of new housing to meet demand, thus avoiding shortages and adverse impacts on price, rents, and choice of housing.

Finding: The proposed land use concept provides for a supply of land suitable for new housing needed to partially meet expected housing demand. The table below shows the residential capacity findings for the current and proposed land use designations. These estimates are based on the net acreages for each land use category identified in the subject area.

South of Pacific Avenue Capacity Analysis

<i>Current Capacity (Dwellings)</i>	<i>Planned Residential Capacity (Dwellings)</i>	<i>Estimated Change (Dwellings)</i>
541	430	-111

Finding: For the reasons stated above, the proposed land use concept and changes to the Forest Grove Comprehensive Plan Map recommended by the Forest Grove Planning Commission are consistent with intent of the Forest Grove Comprehensive Plan.

Statewide Land Use Planning Goals Compliance

Goal 2: Land Use Planning – Goal 2 establishes a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions. The proposed land use concept establishes a framework of the how land may be developed within the subject area. The land use concept recommends the designation of specific land use categories on the Comprehensive Plan map based on the housing needs identified in the City's 2009 Economic Opportunity Analysis (pages 66 through 80) and Housing Chapter of the Comprehensive plan.

Goal 10: Housing- To provide for the housing needs of citizens of the state. Land use concept provides for a variety of housing units including multiple family attached, single family attached, and multiple family detached. Therefore, the proposed land use concept is consistent with Goal 10.

Metropolitan Housing Rule – The Metropolitan Housing Rule (OAR 660-007-035(2)) establishes minimum residential density requirements for new construction. Under this provision, the City of Forest Grove must provide for an overall density of eight or more dwelling units per net buildable acre. Based on the planned residential development capacity shown above the subject property could accommodate 430 dwellings based on the proposed land use designations. Since the subject area is approximately 33.7 net acres the resulting density is 12.76 dwellings per net acre. This exceeds the Metropolitan Housing Rule requirement of at least 8 units per net acre. Therefore, the proposed land use concept complies with the Metropolitan Housing Rule.

Metro Urban Growth Management Functional Plan Compliance

Chapter 1: Land Use

Fundamental 1: Encourage a strong local economy by providing an orderly and efficient use of land, balancing economic growth around the region and supporting high quality education. Finding: The proposed land use South of Pacific Avenue promotes an orderly and efficient land use pattern accommodating a variety of housing types.

Fundamental 2: Encourage the efficient use of land within the UGB including buildable industrial and commercial land and focus development in 2040 mixed use centers and corridors. Finding: The proposed land use pattern for the area south of Pacific Avenue represents an efficient use of land by encouraging a range of densities near the Forest Grove Town Center.

Policy 1.3.1(a) Encourage affordable housing opportunities in the region by offering a diverse range of housing types, available within the region, and within cities and counties inside Metro's Urban Growth Boundary. (b) being available to households of all income levels that live or have a member working in each jurisdiction and subregion. Finding: The proposed land use pattern for the area south of Pacific Avenue encourage a diverse range of housing types from multiple family attached units to single family detached units. Housing units will be available to a diverse range of households representing a variety of income levels.

Urban Growth Management Functional Plan

Title 7: Housing Choice

Under Title 7 of the Metro Urban Growth Management Functional Plan cities and counties within the Metro region shall ensure that their comprehensive plans and implementing ordinances:

- A. Include strategies to ensure a diverse range of housing types within their jurisdictional boundaries;
- B. Include in their plans actions and implementation measures designed to maintain the existing supply of affordable housing as well as increase the opportunities for new dispersed affordable housing within their boundaries; and
- C. Include plan policies, actions, and implementation measures aimed at increasing opportunities for households of all income levels to live within their jurisdictions in affordable housing.

Finding: The proposed land use concept is consistent with Metro Urban Growth Management Functional Plan Title 7 for the following reasons:

1. The recommended comprehensive plan map promotes a range of housing types within the area south of Pacific Avenue and within the jurisdictional boundaries of Forest Grove;
2. The proposed land use designations increase opportunities for new dispersed affordable housing whether multiple family attached, single family attached or single family detached; and
3. The proposed land use designations increases opportunities for households of all income levels to live within their jurisdictions in affordable housing.

City Council Findings
Comprehensive Plan Land Use Concept for the South of Pacific Avenue Area
Response to Testimony Provided by Ms. Kathy Corey on January 27, 2014

Background: Testimony was provided by Ms. Kathy Corey at the January 27, 2014, City Council meeting regarding the proposed Comprehensive Plan designations for the area south of Pacific Avenue, between D Street and Ritchey Road. The proposal is to retain the Multifamily High Density designation in the area generally between D Street and E Street. A transition zone of Multifamily Low Density is identified between the Multifamily High Density area and a Single Family B-Standard (R-7) area east of Ritchey Road (Attachment A).

Ms. Corey presented an alternative land use concept to the City Council on January 27, 2014 that is included in the record (Attachment B). The alternative concept includes changing the Multifamily High Density designation adjacent to D Street Single Family Residential B-Standard. The concept also includes changing the current Multifamily High Density residential designation, near the southwest corner of D Street and Pacific Avenue, to Multifamily Low Density. The Multifamily High designation would be retained along Pacific Avenue from E Street to the area recommended by the Planning Commission as B-Standard west of Ritchey Road.

This document responds the alternative land use concept proposed by Ms. Corey on January 27, 2014 and provides findings and conclusions.

Issue: Multiple High Density Designation

The subject area has been designated on the Comprehensive Plan Map as Multifamily High Density (RMH) since 1980. The RMH designation was designated in 1980 to partially meet housing needs including a need for 216 acres of land identified for multiple family housing types. The RMH designation also helps meet the Metropolitan Housing Rule (Oregon Administrative Rules Chapter 660, Division 7) requirements that Forest Grove provide opportunity for an average of 8 dwellings units per net acre. RMH designation allows for a variety of housing types including:

- Single Family Detached units on existing lots of record smaller than 5,000 square feet;
- Single Family Attached (townhouses);
- Duplexes;
- Manufactured Homes;
- Manufactured Home Parks as a conditional use
- Multifamily Units.

The description for High Density Residential below is from the 1980 Land Use Chapter Comprehensive Plan Text.

High Density Residential

High density residential areas are intended to provide for the greatest concentrations of population in the planning area (20.28 units/net acres) and, as with other urban densities, all should have full community services available before development. Most

of these areas are located close to the center of the city and/or along existing or planned arterial and collector streets. This location affords residents of high density developments direct access to major streets, public transportation, work and shopping areas, and affords maximum cost effective use of existing and planned public/private utility distribution and/or collection systems. Many of the high density residential areas are presently occupied by high density residential uses or commercial or other uses where a change from the existing land use is desirable. Within the framework of the Zoning Ordinance, high density residential uses, as well as single-family and duplex residential uses, would be permitted as an outright use under this map designation.

Findings and Conclusions: Based on the description above the area closest to the Town Center, including the area adjacent to D Street, should be retained as Multifamily High Density. This area has full community services available including municipal water, sanitary sewer, storm sewer as documented on maps maintained by the City Engineering Division. The area is also served by municipal police and fire protection. The area adjacent to D Street is also located within one-block of the arterial street system including Pacific Avenue and 19th Avenue. In addition, the D Street area is within ¼ mile of the terminus of the TriMet Line 57 located at B Street and 19th Avenue. Retaining the Multifamily High Density residential designation along D Street is consistent with the concept of maximizing cost-effective use of existing and planned public/private utility and distribution systems as stated above since these systems are in place. Finally, based on the text contained in the Comprehensive Plan existing single family residences would be considered as an outright use under the High Density Residential designation. Therefore, City Council finds retaining the Multifamily High Density residential Comprehensive Plan designation is consistent with the description of High Density Residential areas as described above and contained in the Comprehensive Plan and will not impact the ability to continue single family uses in the area along D Street.

Issue: Location of Multiple Family Low Designation

Ms Corey proposed re-designating the area near the southwest corner of D Street and Pacific and an area south of Pacific Avenue as Multifamily Low Density. The Comprehensive describes the purpose of the Medium Density Residential designation as follows:

Medium Density Residential

Medium density residential areas are intended to provide areas for duplex developments (12 units/net acre) with all areas having community services available prior to development. This designation was created to provide a buffer zone between high and low density residential development, and to be used in areas where single-family developments would not be desirable, either physically or economically. Single-family residential uses would also be permitted as an outright use. These medium density residential areas have been distributed in several parts of the city with all locations being readily accessible to major streets and public transportation, adjacent to public or quasi-public open space and near commercial services.

Findings and Conclusions: The area identified by Ms. Corey for Medium Density Residential development may be appropriate based on the intent of the Medium Density Residential designation as described above and the general location criteria contained in the Comprehensive Plan. Although the locations may be appropriate additional analysis is

necessary to determine potential to housing capacity and perspective of the affected property owners. These issues are discussed below.

Issue: Single Family Designation

The B-Standard/R-7 zone allows for:

- Single Family Detached
- Single Family Attached (within subdivisions of 20 or more units up to 8% of lots may be developed as duplexes and single family attached lots)
- Duplexes with same restrictions as Single Family Attached
- Manufactured Homes as a conditional use
- Manufactured Home Parks as a conditional use
- Multifamily units prohibited

Single-Family (Standard)

Single-family standard density residential areas are intended to provide for the most common urban residential density anticipated within the Forest Grove Urban Growth Boundary. Areas assigned with this map designation are either undeveloped areas with compatible site characteristics for this type of single-family development, areas which could be economically serviced with public water and sewer, areas of existing single-family residences with predominately 7,000 square foot lots, or areas recommended for redevelopment based on the nature and condition of existing uses in conjunction with the parcelization characteristics. In the northwest portion of the city, certain areas have been given the map designation of either Single-Family Standard, or Single-Family Low as a result of known building limitations of the area. The precise lot size will be determined at the time of development based on engineering data which will be supplied by the developer. A 7,000 square foot lot would be the minimum lot size allowed in this map designation and not preclude larger lot developments.

Findings and Conclusions: The City Council finds that changing the existing Multifamily High Density zoning designation near D Street to Single Family is not consistent with the site characteristics for Single-Family Standard as described above. The subject area along D Street is not undeveloped.

Issue: Designation Property Based on Lot Size

Findings and Conclusions: The testimony presented on January 27, 2014 requested zoning changes to the Gails (sic) Creek D Street Area to properly zone the area according to existing residential lot sizes. The City Council finds that existing residential lot size is not a criterion for designating land use on the Comprehensive Plan as shown on the table below taken from the Land Use Chapter of the 1980 Comprehensive Plan.

Land Use	Description	Criteria for Allocation
HIGH DENSITY RESIDENTIAL DEVELOPMENT	Up to 20.28 units / Net residential acre (apartments, town houses, and condominiums)	<ul style="list-style-type: none"> ▪ Hazard free location suitable for heavy building ▪ 10% of less slope ▪ Location near major arterials with buffer strips

		<ul style="list-style-type: none"> ▪ Convenient walking distance to open space, mass transit, and community-serving commercial area ▪ Availability of full urban services
MEDIUM DENSITY RESIDENTIAL DEVELOPMENT	Up to 12 units a net residential acre (duplexes, townhouses, and condominiums)	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ 10% or less slope ▪ Location bounded but not penetrated by major arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services
LOW DENSITY RESIDENTIAL DEVELOPMENT	4.35 to 8.71 units a net residential acre (single-family)	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ Consideration of density related to building limitation (slope, soil, geology) ▪ 20% or less slope ▪ Location bounded but not penetrated by arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services

Issue: Planning Commission consideration of public testimony and final recommendation.

Findings and Conclusions: Re-designation of the area south of Pacific Avenue from Multifamily High Density residential to Multifamily Low Density as proposed by Ms. Corey is inconsistent with the desires and testimony received from property owners within the affected area as provided during the Planning Commission public hearing process and reflected in the record. The Planning Commission considered the testimony provided by affected property owners prior to making a recommendation on December 16, 2014. For this reason the City Council finds that the proposed downzoning presented by Ms. Corey is inappropriate.

Issue: Title 1 of the Metro Urban Growth Management Functional Plan establishes requirements for maintaining housing capacity within the City. The City of Forest Grove is obligated to ensure the Forest Grove Comprehensive Plan is consistent with Title 1 of the Metro Urban Growth Management Functional Plan.

Ms. Corey did not provide testimony demonstrating how potential reductions to housing capacity under the alternative land use concept would be offset by increasing densities elsewhere. A staff analysis of potential impact to housing capacity is shown below.

Analysis of Development Capacity Yield Related to Proposal

Area	Proposed Zoning	Target Density	Net Acreage	Capacity Yield
West End	R-7	6.22	5.5	34
West/South RML	RML	12.0	11.0	132
Pacific Ave RMH	RMH	20.28	9.3	188

East RML	RML	12	1.2	14
East R-7	R-7	6.22	9,5	44
TOTAL Proposed				412
Current Capacity				541

Findings and Conclusions: City Council finds the proposed land use concept as presented on January 27, 2014, would reduce housing capacity from an estimated 541 dwelling units to 412 dwelling units. The City Council also finds housing capacity must be increased elsewhere in the City as required by Metro Title 1: Housing Capacity. Metro Title 1 Section 3.07.120(C) states:

A city or county may reduce its minimum zoned capacity by one of the following actions if it increases minimum zoned capacity by an equal or greater amount in other places where the increase is reasonably likely to be realized within the 20-year planning period of Metro's last capacity analysis under ORS 197.299:

1. Reduce the minimum dwelling unit density, described in subsection B, for one or more zones;
2. Revise the development criteria or standards for one or more zones; or
3. Change its zoning map such that the city's or county's minimum zoned capacity would be reduced.

Issue: The issue of natural hazards in the subject area was included the public record on January 27, 2014. The following Comprehensive Plan goal addresses natural hazards:

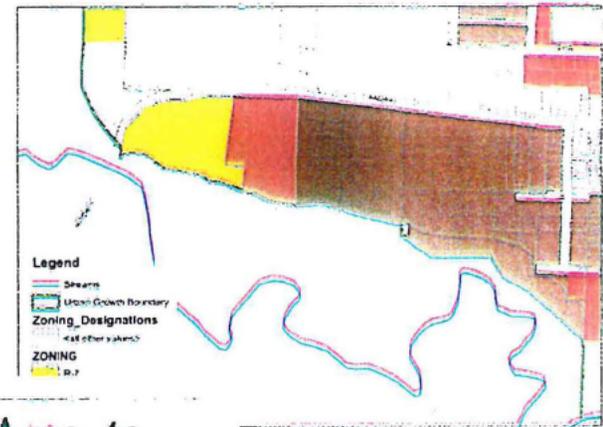
All Development Shall Consider, take into account and demonstrate suitability relative to the natural hazard limitations of the area

Findings and conclusions regarding natural hazards are provided below:

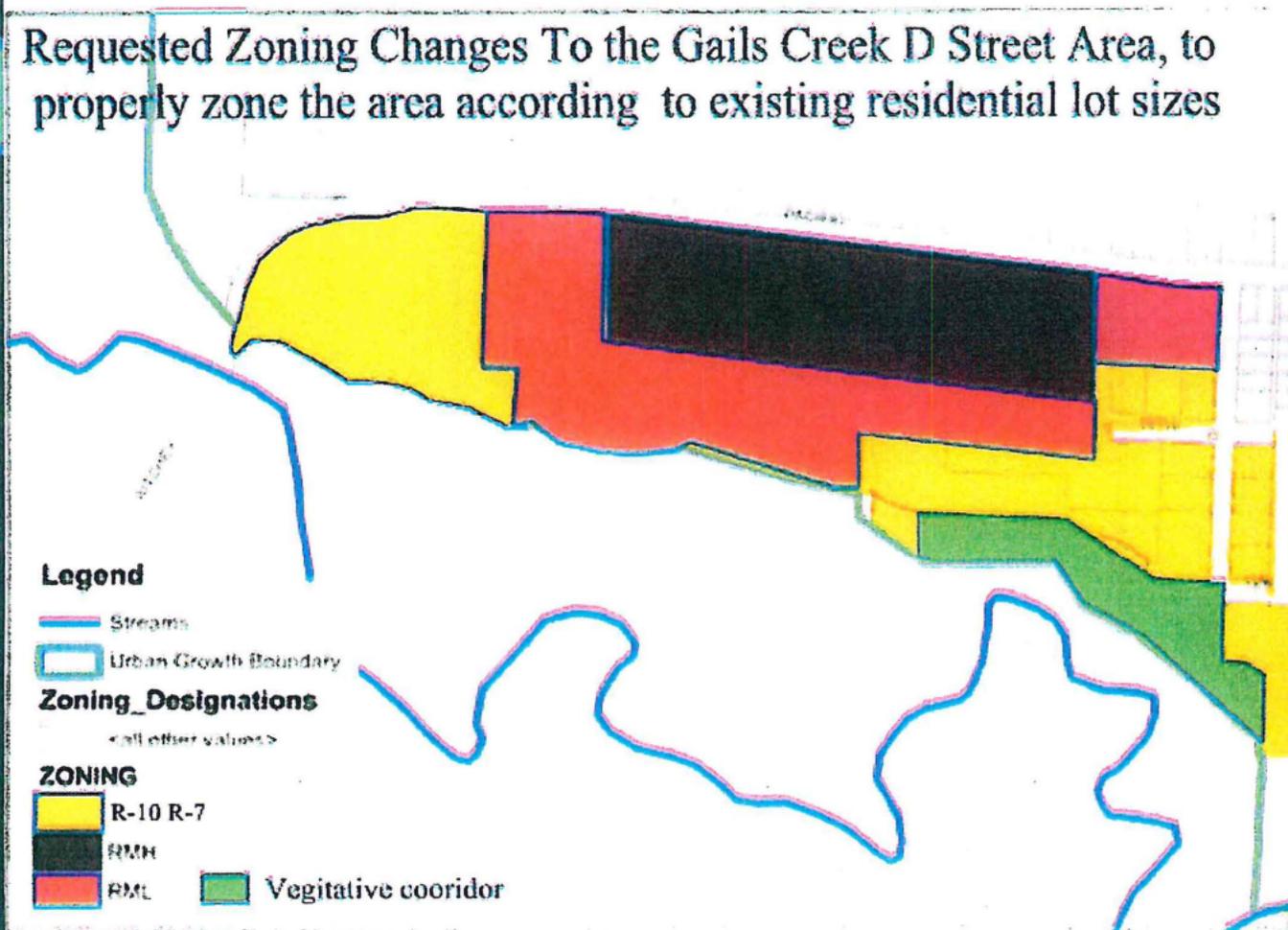
Findings and Conclusions: Those involved in development will be required to address hazard conditions by the inclusion of basic environmental data (i.e. soil type, elevation of the flood plain, geologic limitations, etc.) and related designs and for engineering solutions in the submittal requirements for the development. An analysis of the natural hazards limitations within the area is provided in the January 27, 2014 written staff report to the City Council included in the record and supports the Comprehensive Plan Map land use concept approved by the City Council on January 27, 2014 (Ordinance 2014-02).

Zone Comparison

Alternative 3 - Modified PC Recommendation



Requested Zoning Changes To the Gails Creek D Street Area, to properly zone the area according to existing residential lot sizes



February 10, 2014

PROJECT TEAM: Daniel Riordan, Senior Planner
Jon Holan, Community Development Director
Michael Sykes, City Manager

ISSUE STATEMENT: City initiated changes to the Official Zoning Map to implement specific recommendations related to the update of the Forest Grove Comprehensive Plan Map.

BACKGROUND: On January 27, 2014, City Council approved the update to the City of Forest Grove Comprehensive Plan Map, pursuant to Ordinance No. 2014-01. Staff recommends initiating several amendments to the City's Official Zoning Map to implement several of the adopted changes to the Comprehensive Plan Map. The recommended amendments to the Official Zoning Map affect the following locations:

- Area south of Pacific Avenue west of E Street to Ritchey Road (Gales Creek Terrace Area);
- Property including the location of the downtown Forest Grove Post Office (1822 21st Avenue);
- Property owned by the Friends of Historic Forest Grove located south of Highway 47 at the terminus of Elm Street (240 Elm Street). This site also includes the historic AT Smith House; and
- Forestmeade Neighborhood located north of Pacific Avenue just east of Quince Street.

DISCUSSION:

Overview of Recommended Zoning Map Changes

- South of Pacific Avenue/West of Forest Grove Town Center. This area is approximately 39.7 gross acres and 33.7 net acres. The recommendation is to change the zoning designation consistent with the Comprehensive Plan map approved on January 27, 2014. This action will change the zoning From: Multifamily High Density Residential (20.28 dwellings per net acre) To: Multifamily

High Density Residential (20.28 units per net acre), Multifamily Low Density (12 units per net acre) and Single Family Residential R-7 (6.22 dwellings per net acre). The zoning change will reduce the development density based on distance from the Town Center south of Pacific Avenue and generally west of Tom McCall Upper Elementary School. Under this concept, areas furthest from the Town Center (generally along Ritchey Road) would be changed from High Density Residential to Single Family Residential having an average 7,000 square foot of land area. An area designated Multifamily Low Density would be applied between the Single Family Residential R-7 designation and the Multifamily High Density Residential designation west Tom McCall Middle School as shown on Attachment A.

- Forest Grove Post Office (1822 21st Avenue): The Forest Grove post office is located on 21st Avenue in the Forest Grove Town Center on a 15,250 square foot parcel. The current zoning designation is Institutional reflecting the current use of the site. The proposal is to change the zoning from Institutional to Town Center Support similar to other property in the general area. The Town Center Support designation will expand future opportunities for reuse of the site if and when the Forest Grove post office relocates. Postal services are an outright permitted use in the Town Center Support zone. Therefore, the zoning change will not affect the continuation of the post office at the current location.
- Forestmeade Subdivision (east of Quince Street and generally north of Pacific Avenue): The Forestmeade Subdivision was platted in 1968. The subdivision is built-out with single family detached homes and duplexes. The proposal is to change the zoning for the area to reflect the established land use pattern. The current zoning is Multifamily Low Density (12 dwelling units per net acre). The proposed zoning is Single Family Residential R-5 (8.71 dwelling units per net acre). Duplexes are permitted outright within the Single Family Residential (R-5) zone.
- AT Smith House/Friends of Historic Forest Grove: The historic AT Smith House and adjacent property is located at 240 Elm Street within the Taylor Way industrial area south of Highway 47. The current zoning of the property is General Industrial. The proposed zoning is Institutional reflecting the current use of the property and ownership by the Friends of Historic Forest Grove. The Institutional zone allows for a variety of activities including cultural institutions,

Analysis of Applicable Goals and Policies

Amendments to the Comprehensive Plan are considered by the Planning Commission and City Council based on several considerations. These considerations include:

- A. Applicable policies contained in the Comprehensive Plan;
- B. Applicable policies of the Metro Regional Framework Plan Urban Growth Management Functional Plan; and
- C. Oregon Statewide Land Use Planning Goals.

A. Comprehensive Plan Policies

Applicable goals and policies of the Comprehensive Plan include:

- Citizen Participation Goals;
- Economy Goals and policies;
- Housing Goals and Policies;
- Land Use Goals and Policies;
- Urbanization Goals and Policies

B. Metro Goals and Policies

Metro Goals and Policies include the Urban Growth Management Functional Plan. Attachment D demonstrates how the Periodic Review work products address the Urban Growth Management Functional Plan.

C. Statewide Land Use Planning Goals include

- Goal 1: Citizen Involvement
- Goal 2: Land Use Planning
- Goal 9: Economic Development
- Goal 10: Housing
- Goal 14: Urbanization

Review Criteria

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level

identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

- E. Public facilities and services for water supply, sanitary waste disposal, stormwater disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.
- F. The establishment of a zone district is not subject to the meeting of conditions.

FINDINGS AND CONCLUSIONS:

Pacific Avenue west of Forest Grove Town Center:

From: High Density Residential

To: Medium Density Residential and B-Standard/R-7 (Single Family Residential, 6.22 dwellings per net acre).

Analysis: The proposal is to reduce the development density in this area based on distance from the Town Center. The area south of Pacific Avenue and west of Ritchey Road is currently designated High Density Residential on the Forest Grove Comprehensive Plan Map. Under this concept, areas furthest from the Town Center would be changed from High Density Residential to B-Standard with single family residential having an average 7,000 square foot of land area. There are designated R-7 would be approximately 16.9 acres in gross land area. An area of approximately 6.6 acres would be designated Medium Density Residential between the B-Standard/R-7 designation and High Density Residential Land west of about E Street to provide a transition from high density to low density development. Approximately 21.3 gross acres of land would remain High Density Residential. The High Density Residential area roughly corresponds with Gales Creek Terrace subdivision proposal which as expired.

It is staff's understanding that a developer has entered into negotiations to purchase property in the area affected by the proposed land use changes. The negotiations have been predicated based on the land remaining as High Density Residential. Staff understands at least two purchase and sale agreement contracts have been entered into. The developer supports the current proposal to redesignate a portion of the subject area from Multifamily High Density to Multifamily Low Density and Single Family Residential (R-7).

Finding: Area has been designated Multi-family high density since 1980. Reduction of density with greater distance from the Town Center better meets the Comprehensive Plan land use criteria for designation of land by locating the highest density residential land closest to the Town Center, arterial streets and transit service. This designation

allows for future development and preserves the residential character of the area along Ritchey Road. Conclusion: Re-designation of the area south of Pacific Avenue west of the Town Center is consistent with the applicable policies contained in the comprehensive plan. Applicable policies include the following:

Local Land Use Goals

1. Residential areas shall be developed in a safe, aesthetically pleasing, and efficient manner.

Finding: The proposed land use concept for the area south of Pacific Avenue west of the Town Center to Ritchey Road includes a graduated density pattern with the highest density (RMH) nearest to the Town Center and the lowest (Single Family Residential B-Standard/R-7) furthest from the Town Center near Ritchey Road. This concept provides for a variety of housing and flexibility for an aesthetically pleasing development pattern and efficient arrangement of housing types. The proposed land use concept promotes a variety of housing options including multiple family attached, multiple family detached, single family attached and single family detached units. For the reasons stated above the proposed land use concept recommended by the Planning Commission meets the intent of Local Land Use Goal #1.

Local Land Use Policy 1:

1. Multi-family developments shall be near the commercial core of major arterials.

Finding: The proposed zoning for the subject area includes the highest density land use designation (High Density Residential/RMH) near the commercial core and adjacent to Pacific Avenue where it is designated as an arterial street on the Transportation System Plan map. Therefore, the proposed land use designations recommended by the Planning Commission are consistent with this policy.

The proposed land use concept meets the intent of the land use location criteria identified below. The high density residential development is located on land with generally 10% slope or less. In addition, the high density residential land is located proximate to Pacific Avenue where it is designated as an arterial street. Furthermore, the high density residential land is located about ¼ mile from mass transit and community-serving commercial uses. As a rule of thumb, locations within ¼ mile are considered to be within convenient walking distance. The area is served by urban services such as streets, police and fire protection and municipal water.

The areas identified for medium density and low density residential development are not penetrated by major arterial roads or railroads. Furthermore, the medium and low density areas are located within convenient driving distance to schools and neighborhood commercial areas. The area is served by urban services such as streets, police and fire protection and municipal water.

Land Use	Description	Criteria for Allocation
<i>HIGH DENSITY RESIDENTIAL DEVELOPMENT</i>	<i>Up to 20.28 units / Net residential acre (apartments, town houses, and condominiums)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for heavy building ▪ 10% of less slope ▪ Location near major arterials with buffer strips ▪ Convenient walking distance to open space, mass transit, and community-serving commercial area ▪ Availability of full urban services
<i>MEDIUM DENSITY RESIDENTIAL DEVELOPMENT</i>	<i>Up to 12 units a net residential acre (duplexes, townhouses, and condominiums)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ 10% or less slope ▪ Location bounded but not penetrated by major arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services
<i>LOW DENSITY RESIDENTIAL DEVELOPMENT</i>	<i>4.35 to 8.71 units a net residential acre (single-family)</i>	<ul style="list-style-type: none"> ▪ Hazard free location suitable for homesites ▪ Consideration of density related to building limitation (slope, soil, geology) ▪ 20% or less slope ▪ Location bounded but not penetrated by arterials or railroads ▪ Convenient driving distance to schools and neighborhood commercial ▪ Availability of full urban services

The land use concept arranges lower density development, single-family, on the edges of the urban area. Nearer the city center, higher density residential development, multi-family and duplex, are concentrated. This is consistent with the Land Use Chapter of the Forest Grove Comprehensive Plan. Another important factor determining the distribution of residential land use on the Plan Map are the goals and policies in the Land Use element as previously stated. The land use concept is consistent with the policy calling for multi-family units to be near major arterials.

The criteria regarding hazard free location is addressed below.

Earthquake Hazards The public testimony provided on January 13th indicated the subject area is located within an earthquake hazard zone. The Oregon Department of Geology and Mineral Industries (DOGAMI) published a series of maps for the region showing relative earthquake hazards. The degree of earthquake hazard is based on three factors. These factors include:

- Ground motion amplification;

- Liquefaction; and
- Slope instability.

Liquefaction is a term used to describe areas of water-saturated sand creating areas of soft soils when shaken. Given these factors the entire Forest Grove Planning area is susceptible to some level of earthquake risk. Additional engineering may be necessary to reduce damage to infrastructure and buildings from earthquake hazards. This will be assessed during the development review process. It should be noted that risk can be mitigated through design and engineering but not entirely eliminated.

The area nearest the floodplain and urban growth boundary is identified as having the highest relative risk to earthquake hazards (Zone A). The area west of B Street, south of Pacific Avenue and generally north of 19th Avenue is identified as being within Relative Earthquake Hazard Zone B. Earthquake hazard Zones A and B affect all of Forest Grove except for the area north of Gales Creek Road and west of Thatcher Road.

The Natural Resources and Natural Hazards Chapter of the Comprehensive Plan recognizes the earthquake risk in the Planning area. The City's Emergency Operations Plan establishes procedures for responding to a seismic event to minimize the risk to life and property.

Floodplain and Wetlands the subject area is located adjacent to the urban growth boundary. In this area of the region the urban growth boundary generally follows the 100-year flood plain for Gales Creek. There is some uncertainty with respect to the developable area near the floodplain boundary. Based on prior analysis conducted in 2005/2006 the developable area is generally above the 180 foot elevation contour line. This is due the presence of a levy providing some protection from flood waters.

In general, development is restricted within the floodway and floodplain by Washington County and the Forest Grove Development Code. In addition, development is restricted near wetlands and within vegetative corridors established by Clean Water Services. Development potentially impacting vegetative corridors requires review by Clean Water Services and issuance of a Service Provider Letter before development permits are issued by the City. There are no identified wetland areas in the subject area based on the review of the local wetland inventory review completed in 2011.

Local Housing Goals

The proposed land use concept is consistent with the housing goals contained in the Housing Chapter of the Comprehensive Plan including:

1. *Encourage the provision of affordable good quality housing in adequate numbers to all segments of Forest Grove's population including but not limited to people of all races, age, sex, religion, national origin, mental and physical handicaps, marital status or family size.*

Finding: The proposed land use concept provides opportunity for residential land uses with the proposed designations including Multifamily High Density, Multifamily Low

Density, and Single Family Residential (B-Standard/R-7). With these densities the provision of affordable good quality housing in adequate numbers to accommodate all segments of Forest Grove's population. For this reason, the proposed land use concept meets the intent and is consistent with Local Housing Goal #1.

- 2. Provide for an adequate supply of new housing to meet demand, thus avoiding shortages and adverse impacts on price, rents, and choice of housing.*

Finding: The proposed land use concept retains residential designations supporting needed housing types identified in the City's 2009 Economic Opportunity Analysis. Such housing types include multiple family attached, single family attached and single family detached dwellings. An assessment of overall residential housing capacity related to the adopted Comprehensive Plan land use concept and subsequent implementing zoning actions are explained below and summarized on Attachment B.

Finding: For the reasons stated above, the proposed land use concept and changes to the Forest Grove Comprehensive Plan Map recommended by the Forest Grove Planning Commission are consistent with intent of the Forest Grove Comprehensive Plan.

Statewide Land Use Planning Goals Compliance

Goal 2: Land Use Planning – Goal 2 establishes a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions. The proposed land use concept establishes a framework of the how land may be developed within the subject area. The land use concept recommends the designation of specific land use categories on the Comprehensive Plan map based on the housing needs identified in the City's 2009 Economic Opportunity Analysis (pages 66 through 80) and Housing Chapter of the Comprehensive plan.

Goal 10: Housing- To provide for the housing needs of citizens of the state. Land use concept provides for a variety of housing units including multiple family attached, single family attached, and multiple family detached. Therefore, the proposed land use concept is consistent with Goal 10.

Metropolitan Housing Rule – Density determination $430 \text{ units}/33.7 \text{ net acres} = 12.76$ dwellings per net acre. This exceeds the Metropolitan Housing Rule requirement of at least 8 units per net acre. Therefore, the proposed land use concept complies with the Metropolitan Housing Rule.

Metro Urban Growth Management Functional Plan Compliance

Chapter 1: Land Use

Fundamental 1: Encourage a strong local economy by providing an orderly and efficient use of land, balancing economic growth around the region and supporting high quality education

Fundamental 2: Encourage the efficient use of land within the UGB including buildable industrial and commercial land and focus development in 2040 mixed use centers and corridors.

Policy 1.2.1(d): Coordinating public investment with local comprehensive and regional functional plans.

Policy 1.2.1(e): Creating a balanced transportation system, less dependent on the private automobile, supported by both the use of emerging technology and the location of jobs, housing, commercial activity, parks and open space.

Policy 1.3.1(a) Encourage affordable housing opportunities in the region by offering a diverse range of housing types, available within the region, and within cities and counties inside Metro's Urban Growth Boundary. (b) being available to households of all income levels that live or have a member working in each jurisdiction and subregion.

Policy 1.3.2: Include in the Urban Growth Management Functional Plan voluntary affordable housing production goals to be adopted by local jurisdictions in the region as well as land use and non-land use affordable housing tools and strategies.

Urban Growth Management Functional Plan

Title 7: Housing Choice

Under Title 7 of the Metro Urban Growth Management Functional Plan cities and counties within the Metro region shall ensure that their comprehensive plans and implementing ordinances:

- A. Include strategies to ensure a diverse range of housing types within their jurisdictional boundaries;
- B. Include in their plans actions and implementation measures designed to maintain the existing supply of affordable housing as well as increase the opportunities for new dispersed affordable housing within their boundaries.
- C. Include plan policies, actions, and implementation measures aimed at increasing opportunities for households of all income levels to live within their jurisdictions in affordable housing.

Finding: The proposed land use concept is consistent with Metro Urban Growth Management Functional Plan Title 7 for the following reasons:

1. The recommended comprehensive plan map promotes a range of housing types within the area south of Pacific Avenue and within the jurisdictional boundaries of Forest Grove
2. The proposed land use designations increase opportunities for new dispersed affordable housing whether multiple family attached, single family attached or single family detached.

3. The proposed land use designations increases opportunities for households of all income levels to live within their jurisdictions in affordable housing.

Analysis of Zoning Criteria 10.2.770

- A. The zone change is consistent with the Comprehensive Plan Map as approved by the City Council on January 27, 2014. The proposed zones are the most appropriate, taking into consideration the purposes of each zone, the zoning pattern of surrounding land and the development pattern along Ritchey Road.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director. The proposed zones provide for a land efficient development and variety of housing potentially available to a variety of households and income levels.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location. The site is suitable for the proposed zone and potential uses including multiple family attached, multiple family detached, single family attached and single family detached units.
- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities. The proposed zoning change reduces development densities and build-out capacity. This serves to reduce potential traffic generation assumed in the current Transportation System Plan.
- E. Public facilities and services for water supply, sanitary waste disposal, stormwater disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands. The subject area is located within the urban growth boundary and the City's service area for water, sanitary sewer, storm sewer, police and fire protection. Water, sanitary sewer, and storm sewer will be extended as condition of future development. The area is already served by the Forest Grove Police Department and Fire Department.
- F. The establishment of a zone district is not subject to the meeting of conditions. The proposed zones are not subject to meeting conditions.

Forestmeade Subdivision (east of Quince Street and generally north of Pacific Avenue):

From: Medium Density Residential

To: A-Medium (Single Family Residential, 8.71 dwelling units per net acre).

Analysis: This area is currently designated Medium Density Residential on the Forest Grove Comprehensive Plan map. The subject area is approximately 10.6 acres in land area and includes 50 lots. The area is characterized by duplexes on lots that are generally 10,000 square feet in land area (5,000 square feet per unit). The concept is to designate the area Single Family Residential A-Medium) to reflect the existing single family detached and duplex land use found in the area. Duplexes are permitted outright within the proposed Comprehensive Plan designation.

Analysis of Zoning Criteria 10.2.700

- A. The proposed zone change is consistent with the Comprehensive Plan Map. In addition, the proposed zone change is appropriate taking into consideration the purposes of the proposed zone and the development patter of the subject site.
- B. The zone change is consistent with the relevant goals and policies of the Comprehensive Plan including protecting single family residential neighborhoods from incompatible uses.
- C. The site is suitable for the proposed zone since the area is developed with duplexes on 5,000 square foot lots and the Single Family Residential R-5 zone allows for this type of development
- D. The zone is consistent with the adopted Transportation System Plan since the area is currently developed and built out.
- E. The area is currently served by public services including water supply, sanitary waste disposal, stormwater disposal and police and fire protection.
- F. The establishment of the zoning district is not subject to the meeting of conditions.

Friends of Historic Forest Grove (Taylor Way Industrial Area):

From General Industrial (Comprehensive Plan and Zoning Map)

To: Semi-Public on Comprehensive Plan Map and Institutional on Zoning Map

Analysis: The Friends of Historic Forest Grove owns two parcels of property within the southwestern portion of the Taylor Way Industrial Area. The site is approximately 6.14 acres in gross land area. One parcel includes the historic AT Smith House. The second parcel is undeveloped. The concept is to change the designation of property owned by the Friends of Historic Forest Grove from General Industrial to Institutional reflecting the semi-public nature of the property. The subject property is located at the periphery of the Taylor Way industrial area and is not surrounded by land designated for industrial development as shown on Attachment F. A Metro Title 4 industrial land analysis will be required to support the Comprehensive Plan Map and Zoning Map changes. The Comprehensive Plan and Zoning Map changes will facilitate use of the undeveloped

portion of the property owned by the Friends of Historic Forest Grove as an open space or recreational use.

Analysis of Zoning Criteria (10.2.770)

- A. The proposed zone change is consistent with the Comprehensive Plan Map. In addition, the proposed zone change is appropriate taking into consideration the site contains the historic AT Smith House identified as a local historic resource.
- B. The zone change is consistent with the relevant goals and policies of the Comprehensive Plan including protecting designated historic resources.
- C. The site is suitable for the proposed Institutional zone since the proposed zone allows a conditional uses activities compatible with historic resources such as cultural institutions, community recreation, and offices.
- D. The zone is consistent with the adopted Transportation System Plan since the area is currently developed and the current use will generate less traffic than the current General Industrial district.
- E. The area is within the urban growth boundary and the City's service area for water supply, sanitary waste disposal, stormwater disposal and police and fire protection.
- F. The establishment of the zone district is not subject to the meeting of conditions.

Forest Grove Post Office (1822 21st Avenue):

From: Public/Institutional
To: Town Center Support.

Analysis: The Forest Grove Post Office located at 1822 21st Avenue is designated Public on the Forest Grove Comprehensive Plan map and Institutional on the Forest Grove Zoning Map. The property owner requested the Comprehensive Plan map change. The property was designated Public/Institutional due to the presence of the post office. However, the property is held in private ownership. The subject site is approximately 6,700 square feet in area. The proposal is to change the Institutional designation to Town Center Support similar to other properties in the general area within the Town Center. Re-designating the site will provide greater potential for re-use in the future.

Analysis of Zoning Criteria 10.2.770

- A. The proposed zone change is consistent with the Comprehensive Plan Map. The current use is the Forest Grove Post Office. The Town Center Support zone will allow or continuation of the current use and will expand opportunities for other uses in the future.
- B. The zone change is consistent with the relevant goals and policies of the Comprehensive Plan including promoting a strong and vibrant Town Center and promoting retail activities and job creation.
- C. The site is suitable for the proposed zone since the site is developed and suitable for uses allowed by the Town Center Support zone.

- D. The zone is consistent with the adopted Transportation System Plan since the site is currently developed and already factored into the traffic estimates contained in the Transportation System Plan.
- E. The area is within the urban growth boundary and the City's service area for water supply, sanitary waste disposal, stormwater disposal and police and fire protection. The site is currently served by water, sanitary waste disposal, stormwater disposal and police and fire protection.
- F. The establishment of the zone district is not subject to the meeting of conditions.

Analysis of Residential Housing Capacity

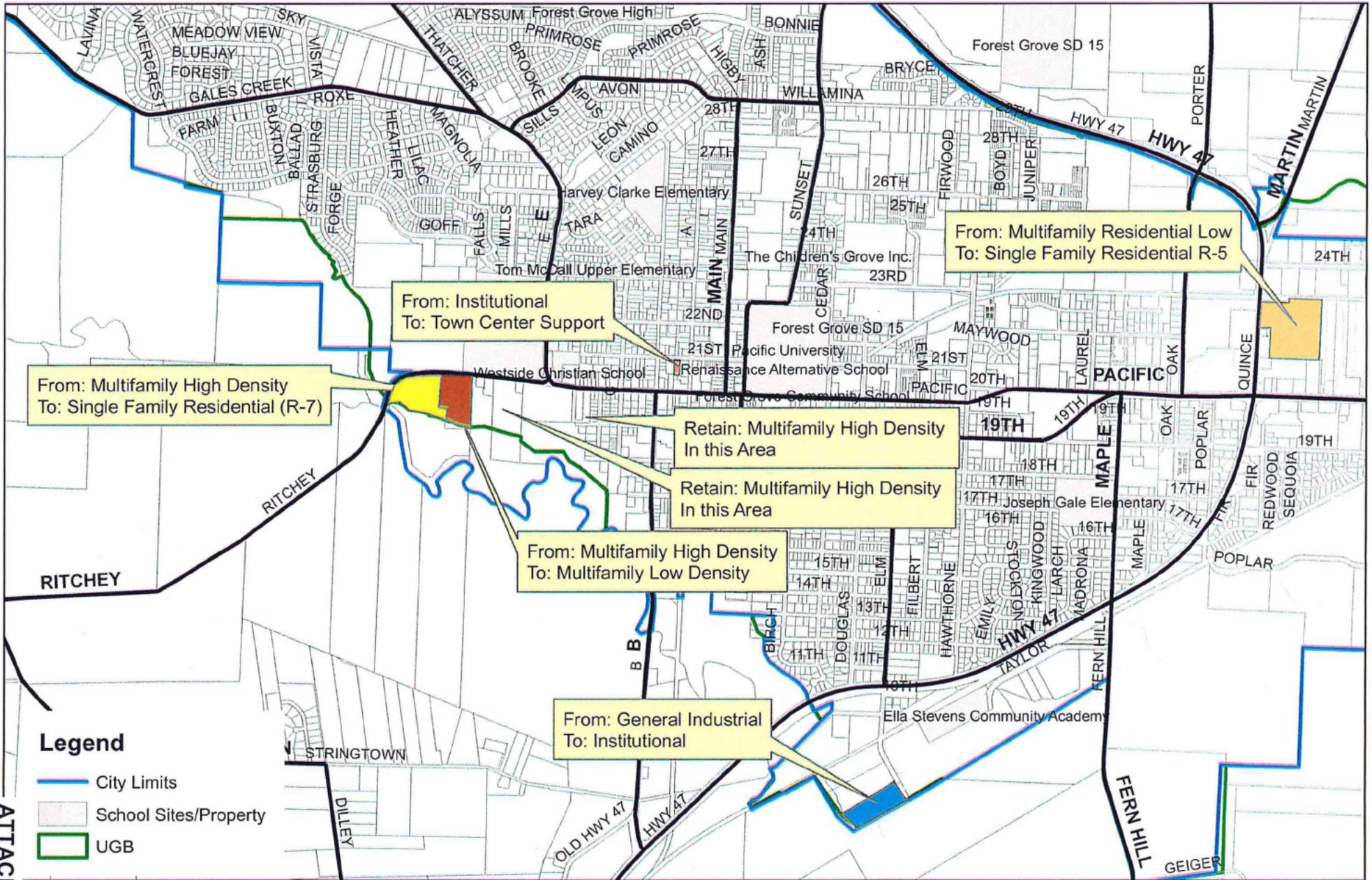
Metro Urban Growth Management Functional Plan Title 1 establishes a policy for no net loss in overall residential housing capacity. The recommended zoning changes for the area south of Pacific Avenue west of E Street include reducing residential housing capacity. This reduction in housing capacity will be offset by other zoning actions related to implementation of the revised Comprehensive Plan Map. Attachment B provides an overview of residential housing capacity estimates after the Comprehensive Plan Map is fully implemented.

To ensure compliance with Metro Title 1, it is necessary to adopt the full range of zoning and Development Code amendments to implement the Comprehensive Plan Map. This must be accomplished within one-year after the Oregon Department of Land Conservation and Development approves the Comprehensive Plan.

STAFF RECOMMENDATION: Staff recommends the City Council approve the attached Order amending the Official Zoning Map as described in this report.

ATTACHMENTS:

- Attachment A: Map of Proposed Zone Changes
- Attachment B: Residential Housing Capacity Estimates



ATTACHMENT A



Residential Capacity Analysis Findings

January 16, 2014

Location	Current Designation	Proposed Designation	Acreage Gross/Net
South of Pacific	RMH	RMH/RML/R-7	39.7/33.7
Town Center	TC	TC	71/61 ¹
Thatcher Rd./David Hill Road	C-Low (R-10)	MU	30.6/14.2
Sunset Drive/Willamina	IL	MU	23.5/19.9
Gales Creek Road/Thatcher Road	CPD	MU	6.4/5.4
Forestmeade Neighborhood	RML	R-5	13.3/11.4

Location	Current Residential Capacity	Planned Residential Capacity	Estimated Change
South of Pacific ²	541	430	-111
Town Center ³	1,237 ⁴	2,474 ⁵	+1,237
Thatcher/David Hill Road	41	178	+137
Sunset Drive/Willamina	0	180	+180
Gales Creek Road/Thatcher Road	0	101	+101
Forestmeade Neighborhood	136	99	-37
TOTAL			+1,507

Note: The City of Forest Grove commits to adopting the necessary Zoning Map and Development Code text to achieve the stated planned residential capacities identified above within one-year from Oregon Department of Land Conservation and Development approval of the Forest Grove Comprehensive Plan Update.

Zoning Map Classifications

R-5 (Single Family Residential – 8.71 dwellings per net acre)

R-7 (Single Family Residential – 6.22 dwellings per net acre)

R-10 (Single Family Residential – 4.35 dwellings per net acre)

RML (Multifamily Residential Low – 12.0 dwellings per net acre)

RMH (Multifamily Residential High – 20.28 dwellings per net acre)

TC (Town Center – 20.28 dwellings per net acre)

CPD (Commercial Planned Development)

IL(Light Industrial)

MU (Proposed Mixed-Use Development Zone – 20.28 dwellings per net acre)

¹ Not including Pacific University campus.

² Estimate represents analysis contained in the December 16, 2013, written staff report to the Planning Commission.

³ Estimated current number of dwelling units = 460 units. Source; City of Forest Grove Planning Division and Metro State of the Centers Report (May 2011).

⁴ Figure does not include Pacific University.

⁵ Estimated based on increasing outright permitted target density from 20.28 units/acre to 40 units/acre.

South of Pacific Avenue Area (west of Town Center)
Findings and Conclusions

Finding: Area has been designated Multi-family high density since 1980. Reduction of density with greater distance from the Town Center better meets the Comprehensive Plan land use criteria for designation of land. Designation allows for development and preserves the residential character of the area along Ritchey Road. *Conclusion:* Re-designation of the area south of Pacific Avenue west of the Town Center is consistent with the applicable policies contained in the comprehensive plan. Applicable policies include:

Land Use

Local Land Use Goals

1. Residential areas shall be developed in a safe, aesthetically pleasing, and efficient manner.

Finding: The proposed land use concept for the area south of Pacific Avenue west of the Town Center to Ritchey Road includes a graduated density pattern with the highest density (RMH) nearest to the Town Center and the lowest (Single Family Residential B-Standard/R-7) furthest from the Town Center near Ritchey Road. This concept provides for a variety of housing and flexibility for an aesthetically pleasing development pattern and efficient arrangement of housing types. The proposed land use concept promotes a variety of housing options including multiple family attached, multiple family detached, single family attached and single family detached units. For the reasons stated above the proposed land use concept recommended by the Planning Commission meets the intent of Local Land Use Goal #1.

Local Land Use Policy 1:

1. Multi-family developments shall be near the commercial core of major arterials.

Finding: The proposed zoning for the subject area includes the highest density land use designation (High Density Residential/RMH) near the commercial core and adjacent to Pacific Avenue where it is designated as an arterial street on the Transportation System Plan map. Therefore, the proposed land use designations recommended by the Planning Commission are consistent with this policy.

The proposed land use concept meets the intent of the land use location criteria identified below. The high density residential development is located on land with generally 10% slope or less. In addition, the high density residential land is located proximate to Pacific Avenue where it is designated as an arterial street. Furthermore, the high density residential land is located about ¼ mile from mass transit and community-serving commercial uses. As a rule of thumb, locations within ¼ mile are considered to be within convenient walking distance. The area is served by urban services such as streets, police and fire protection and municipal water.

The areas identified for medium density and low density residential development are not penetrated by major arterial roads or railroads. Furthermore, the medium and low density areas are located within convenient driving distance to schools and neighborhood commercial areas. The area is served by urban services such as streets, police and fire protection and municipal water.

age, sex, religion, national origin, mental and physical handicaps, marital status or family size.

Finding: The proposed land use concept identifies a variety of land use residential land use designations including Multifamily High Density, Multifamily Low Density, and Single Family Residential (B-Standard/R-7). This encourages the provision of affordable good quality housing in adequate numbers to accommodate all segments of Forest Grove's population. For this reason, the proposed land use concept meets the intent and is consistent with Local Housing Goal #1.

2. *Provide for an adequate supply of new housing to meet demand, thus avoiding shortages and adverse impacts on price, rents, and choice of housing.*

Finding: The proposed land use concept provides for a supply of land suitable for new housing needed to partially meet expected housing demand. The table below shows the residential capacity findings for the current and proposed land use designations. These estimates are based on the net acreages for each land use category identified in the subject area.

South of Pacific Avenue Capacity Analysis

<i>Current Capacity (Dwellings)</i>	<i>Planned Residential Capacity (Dwellings)</i>	<i>Estimated Change (Dwellings)</i>
541	430	-111

Finding: For the reasons stated above, the proposed land use concept and changes to the Forest Grove Comprehensive Plan Map recommended by the Forest Grove Planning Commission are consistent with intent of the Forest Grove Comprehensive Plan.

Statewide Land Use Planning Goals Compliance

Goal 2: Land Use Planning – Goal 2 establishes a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions. The proposed land use concept establishes a framework of the how land may be developed within the subject area. The land use concept recommends the designation of specific land use categories on the Comprehensive Plan map based on the housing needs identified in the City's 2009 Economic Opportunity Analysis (pages 66 through 80) and Housing Chapter of the Comprehensive plan.

Goal 10: Housing- To provide for the housing needs of citizens of the state. Land use concept provides for a variety of housing units including multiple family attached, single family attached, and multiple family detached. Therefore, the proposed land use concept is consistent with Goal 10.

Metropolitan Housing Rule – The Metropolitan Housing Rule (OAR 660-007-035(2)) establishes minimum residential density requirements for new construction. Under this provision, the City of Forest Grove must provide for an overall density of eight or more dwelling units per net buildable acre. Based on the planned residential development capacity shown above the subject property could accommodate 430 dwellings based on the proposed land use designations. Since the subject area is approximately 33.7 net acres the resulting density is 12.76 dwellings per net acre. This exceeds the Metropolitan Housing Rule requirement of at least 8 units per net acre. Therefore, the proposed land use concept complies with the Metropolitan Housing Rule.

Metro Urban Growth Management Functional Plan Compliance

Chapter 1: Land Use

Fundamental 1: Encourage a strong local economy by providing an orderly and efficient use of land, balancing economic growth around the region and supporting high quality education. Finding: The proposed land use South of Pacific Avenue promotes an orderly and efficient land use pattern accommodating a variety of housing types.

Fundamental 2: Encourage the efficient use of land within the UGB including buildable industrial and commercial land and focus development in 2040 mixed use centers and corridors. Finding: The proposed land use pattern for the area south of Pacific Avenue represents an efficient use of land by encouraging a range of densities near the Forest Grove Town Center.

Policy 1.3.1(a) Encourage affordable housing opportunities in the region by offering a diverse range of housing types, available within the region, and within cities and counties inside Metro's Urban Growth Boundary. (b) being available to households of all income levels that live or have a member working in each jurisdiction and subregion. Finding: The proposed land use pattern for the area south of Pacific Avenue encourage a diverse range of housing types from multiple family attached units to single family detached units. Housing units will be available to a diverse range of households representing a variety of income levels.

Urban Growth Management Functional Plan

Title 7: Housing Choice

Under Title 7 of the Metro Urban Growth Management Functional Plan cities and counties within the Metro region shall ensure that their comprehensive plans and implementing ordinances:

- A. Include strategies to ensure a diverse range of housing types within their jurisdictional boundaries;
- B. Include in their plans actions and implementation measures designed to maintain the existing supply of affordable housing as well as increase the opportunities for new dispersed affordable housing within their boundaries; and
- C. Include plan policies, actions, and implementation measures aimed at increasing opportunities for households of all income levels to live within their jurisdictions in affordable housing.

Finding: The proposed land use concept is consistent with Metro Urban Growth Management Functional Plan Title 7 for the following reasons:

1. The recommended comprehensive plan map promotes a range of housing types within the area south of Pacific Avenue and within the jurisdictional boundaries of Forest Grove;
2. The proposed land use designations increase opportunities for new dispersed affordable housing whether multiple family attached, single family attached or single family detached; and
3. The proposed land use designations increases opportunities for households of all income levels to live within their jurisdictions in affordable housing.



NewsTimes

Legal Ads/Public Notice:

To be published: February 5, 2014

NOTICE OF PUBLIC HEARING CITY OF FOREST GROVE CITY COUNCIL PROPOSED AMENDMENTS TO THE FOREST GROVE OFFICIAL ZONING MAP

File No. ZNC-14-0008

NOTICE IS HEREBY GIVEN that the Forest Grove City Council will hold a Public Hearing on Monday, February 10, 2014, at 7:00 PM or thereafter, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider amendments to the Official Zoning Map for specific properties located in Forest Grove. The amendments are being initiated under a Type IV (Legislative) process pursuant with Forest Grove Development Code Section 10.1.700 through 10.1.740.

During the Public Hearing the City Council will consider public testimony and a staff recommendation on the proposed amendments. **The proposed changes may affect your property and permissible uses of your land.** All interested parties may appear and provide testimony to the City Council. Only those persons participating may appeal the City's decision on this matter in accordance with applicable State statutory provisions relating to appeals of decisions amending an acknowledged comprehensive plan.

The City must adopt specific findings of fact addressing the following criteria as described in Forest Grove Development Code Sections 10.2.770:

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the corresponding table in Forest Grove Development Code Article 3, it must be shown the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability and parcel size and location.
- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

- E. Public facilities and services for water supply, sanitary waste disposal, stormwater disposal and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.
- F. The establishment of a zone district is not subject to the meeting of conditions.

A copy of the staff report will be available for inspection seven days prior to the hearing at the office of the Community Development Department, 1924 Council Street, Forest Grove, or by visiting the City's website at www.forestgrove-or.gov/city-hall/comp-plan-update-phase-2.html. Written comments or testimony may be submitted at the hearing or sent to the City Recorder Anna Ruggles at PO Box 326, 1924 Council Street, Forest Grove, OR 97116, prior to the hearing. For information about the proposal, please contact Daniel Riordan, 503-992-3226, or e-mail driordan@forestgrove-or.gov.

Overview of Recommended Zoning Map Changes

- **South of Pacific Avenue/West of Forest Grove Town Center:** From: Multifamily High Density Residential (20.28 dwellings per net acre) To: Multifamily High Density Residential (20.28 units per net acre), Multifamily Low Density (12 units per net acre) and Single Family Residential R-7 (6.22 dwellings per net acre). The proposal is to reduce the development density based on distance from the Town Center south of Pacific Avenue and generally west of Tom McCall Upper Elementary School. Under this concept, areas furthest from the Town Center (generally along Ritchey Road) would be changed from High Density Residential to Single Family Residential having an average 7,000 square foot of land area. An area designated Multifamily Low Density would be applied between the Single Family Residential R-7 designation and the Multifamily High Density Residential designation west Tom McCall Middle School.
- **Forestmeade Subdivision (East of Quince Street and generally north of Pacific Avenue):** From: Multifamily Low Density (12 dwelling units per net acre) To: Single Family Residential R-5 (8.71 dwelling units per net acre). This area is currently designated Medium Density Residential on the Forest Grove Comprehensive Plan map. The area is characterized by duplexes on lots that are generally 10,000 square feet in land area (5,000 square feet per unit). The concept is to designate the area Single Family Residential (R-5) to reflect the existing single family detached and duplex land use found in the area. Duplexes are permitted outright within the Single Family Residential (R-5) zone.
- **Taylor Way Industrial Area:** From General Industrial To: Institutional. The Friends of Historic Forest Grove owns two parcels of property within the southwestern portion of the Taylor Way Industrial Area. One parcel includes the historic AT Smith House. The second parcel is undeveloped. The concept is to change the designation of property owned by the Friends of Historic Forest Grove from General Industrial to Institutional reflecting the semi-public nature of the property.
- **Forest Grove Post Office (1822 21st Avenue):** From: Institutional To: Town Center Support. The Forest Grove Post Office located at 1822 21st Avenue is designated Public on the Forest Grove Comprehensive Plan map and Institutional on the Forest Grove Zoning Map. The proposal is to change the Institutional designation to Town Center Support similar to other property in the general area.

Anna D. Ruggles, CMC, City Recorder
City of Forest Grove

Published February 5, 2014



ORDER NO. 2014-04

**ORDER REZONING CERTAIN TRACTS OF LAND CONSISTENT WITH THE
UPDATE TO THE COMPREHENSIVE PLAN MAP (FILE NO. CPA-13-01369);
FILE NO. ZNC-14-00008**

WHEREAS, the City desires to legislatively amend the Official Zoning Map for certain tracts of land as shown on Exhibit A consistent with the Comprehensive Plan Map adopted by the City Council on January 27, 2014; and

WHEREAS, the Planning Commission held a duly-noticed Public Hearing on the update to the Comprehensive Plan Map on November 18, 2013; and

WHEREAS, the Planning Commission adopted a recommendation and made findings supporting the update Comprehensive Plan Map on December 16, 2013; and

WHEREAS, the City Council held a duly-noticed Public Hearing on the Planning Commission recommendations on January 13, 2014; and

WHEREAS, the City Council adopted Ordinance No. 2014-01 making changes to the Comprehensive Plan Map on January 27, 2014; and

WHEREAS, the City Council held a duly-noticed Public Hearing on February 10, 2014, to rezone certain tracts of land consistent with the update to the Comprehensive Plan; and

WHEREAS, notice of the February 10, 2014, City Council Public Hearing was mailed to property owners within the notification area as required by Article 1 of the Forest Grove Development Code; and

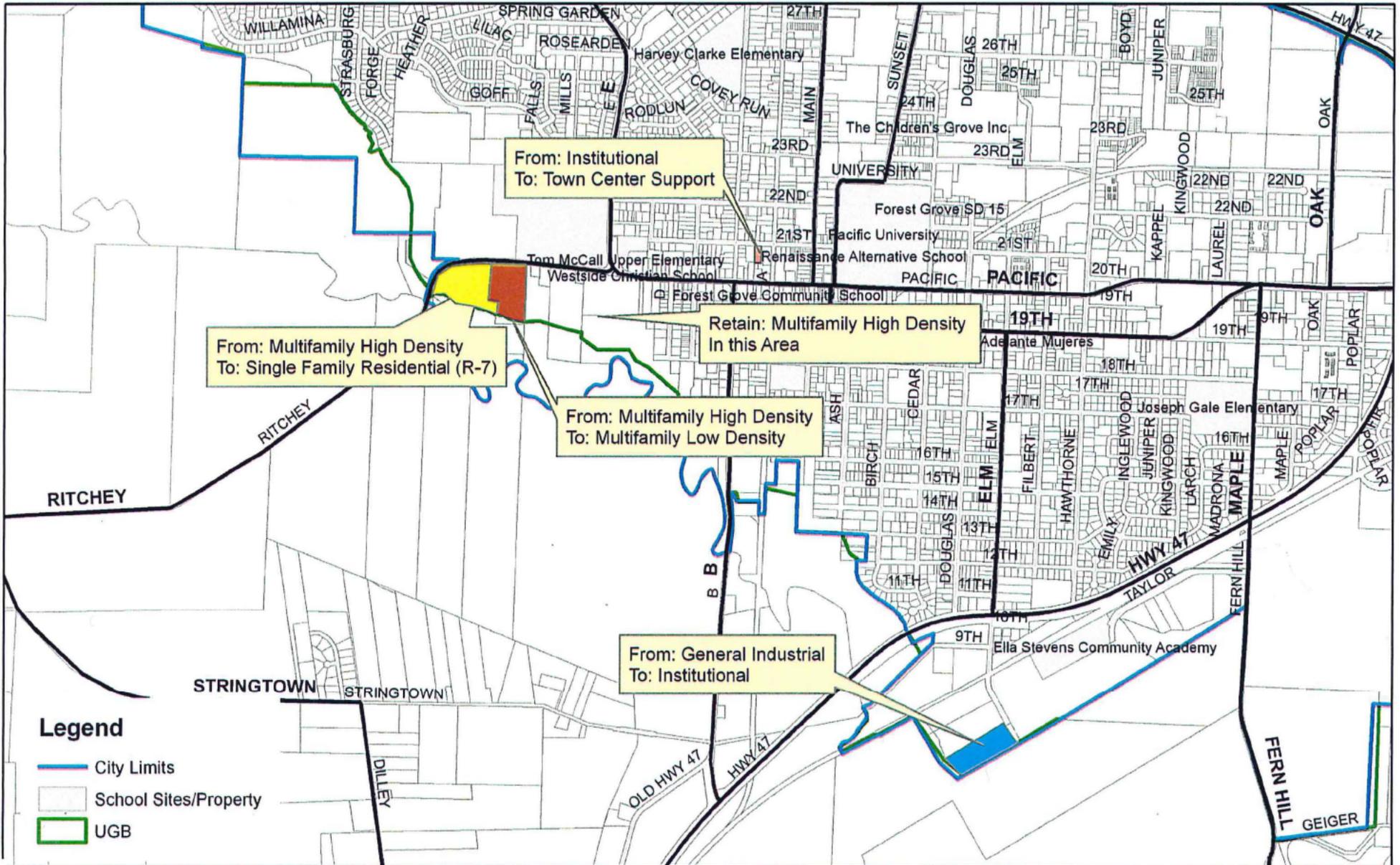
WHEREAS, notice of the February 10, 2014, City Council Public Hearing was published in the *NewsTimes* on February 5, 2014, as required by Article 1 of the Forest Grove Development Code; and

WHEREAS, a report was prepared as required by law and the City Council having considered the report and testimony at the public hearing does hereby favor amendment to the Official Zoning Map for consistency with the update to the Comprehensive Plan Map for certain tracts of land shown on Exhibit A.

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDERS AS FOLLOWS:

Section 1. The City of Forest Grove City Council hereby approves amending the Official Zoning Map as shown on Exhibit A.

Section 2. The City Council findings and conclusions and the staff report dated February 10, 2014.



CITY INITIATED ZONE CHANGE

ZNC-14-00008

EXHIBIT A



February 10, 2014

RESOLUTION AUTHORIZING APPROVAL OF ADDENDUM TO THE AGREEMENT FOR JOINT FIRE PROTECTION BETWEEN THE CITY OF FOREST GROVE AND THE FOREST GROVE RURAL FIRE PROTECTION DISTRICT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE ADDENDUM

Project Team: **Paul Downey, Director of Administrative Services**
Michael Sykes, City Manager

ISSUE STATEMENT: There is currently no language in the existing agreement that requires the City to name the Forest Grove Rural Fire Protection District (“District”) as an “additional insured” or “additional member” in the City’s coverage. However, this is something the City has done in the past given the City’s joint ownership of property and equipment in addition to providing fire protection services for the District. The City and the District need to amend the Agreement for Joint Fire Protection (“Agreement”) so that each party can name the other as an additional participant on each other’s insurance program for liability purposes. A proposed addendum that has been prepared by the City Attorney’s Office is attached for Council consideration.

DISCUSSION The CityCounty Insurance Services (CIS) Endorsement for Additional Member requires that the City and District have agreed under contract, or other agreement lawfully entered into, to hold harmless, indemnify, or defend such entity. The Agreement between the City and the District is silent to indemnification provisions so this addendum is being proposed. The District has agreed to the proposed addendum.

The addendum has four items needed to protect both parties:

- a. The first two articles are terms where the City and District agree to hold each other harmless, defend and indemnify each other for claims arising from each party’s own performance or actions.
- b. The third article is that the City and District name each other as an “additional participant” on the each other’s insurance program for liability purposes;
- c. The fourth article states the City will insure real property, business personal property or vehicles where the City has joint with the District and that in the event of a loss, each party will be entitled to recovery based upon each party’s percentage of respective ownership of the asset. This is how insurance coverage for property is currently handled.

FISCAL IMPACT: This addendum will have no current fiscal impact as it will not change how costs are currently allocated between the parties.

Staff RECOMMENDATION: Staff recommends the City Council adopt the attached resolution approving the addendum.



RESOLUTION NO. 2014-28

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENDORSE THE
ADDENDUM TO THE AGREEMENT BETWEEN THE CITY OF FOREST GROVE
AND FOREST GROVE RURAL FIRE PROTECTION DISTRICT**

WHEREAS, the City of Forest Grove (City) and the Forest Grove Rural Fire Protection District (District) have an existing Joint Fire Protection Agreement; and

WHEREAS, the City and the District need to amend the existing Agreement to add indemnification clauses to properly protect the other party and to meet insurance requirements; and

WHEREAS, the City Attorney's Office has prepared the addendum; and

WHEREAS, the District has agreed to the proposed addendum.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE
AS FOLLOWS:**

Section 1. The City Council of the City of Forest Grove hereby approves the Addendum to the Agreement between the City of Forest Grove and Forest Grove Rural Fire Protection District as stated in the Addendum and subject to the conditions of this Addendum (attached as Exhibit A).

Section 2: The City Manager is hereby authorized to endorse the Addendum (attached as Exhibit A) on behalf of the City of Forest Grove.

Section 3: This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor

AGREEMENT FOR JOINT FIRE PROTECTION

ADDENDUM

This agreement is entered into the _____ day of _____, 201__, by and between the City of Forest Grove ("City") and the Forest Grove Rural Fire Protection District ("District") [collectively, "the Parties"], and shall be an addendum to the Agreement for Joint Fire Protection ("Agreement") entered into by the Parties on October 12, 1987, which is attached hereto as Exhibit B and incorporated herein by reference.

WHEREAS, in order to insure protections and clarification for both Parties from the cost of possible future damage, loss or injury, the Parties desire to establish this Addendum regarding indemnification.

THEREFORE, it is hereby agreed as follows:

AGREEMENT

INDEMNIFICATION

1. City will, to the extent permitted by law, hold harmless, defend and indemnify District, its Directors, employees and agents against all claims, demands, actions and suits (including attorney's fees and costs) under any legal theory or basis including contractual brought against any of them arising from City's (including those of its Councilors, employees and agents) performance or actions (including matters relating to contractual disputes) under this Agreement.
2. District will, to the extent permitted by law, hold harmless, defend and indemnify City, its Councilors, employees and agents against all claims demands, actions and suits (including attorney's fees and costs) under any legal theory or basis including contractual brought against any of them arising from District's (including those of its Directors, employees and agents) performance or actions under this Agreement.
3. City will add, as an additional member, insured, or participant the District to the City's primary and excess liability policies. District will add, as an additional member, insured, or participant the City to the District's primary and excess liability policies.

4. The City shall insure all District interests in jointly-owned equipment, apparatus, supplies, and buildings. The City and District will be entitled to recovery based upon each party's respective ownership percentage as set forth in this agreement.

By: City of Forest Grove

By: Forest Grove Rural Fire Protection District

Michael J. Sykes, City Manager

President, Board of Directors

February 10, 2014

**REPORT ON RESOLUTION AUTHORIZING APPROVAL OF A SETTLEMENT
AGREEMENT IN THE CITY OF FOREST GROVE VERSUS JORDAN RAMIS P.C.
AND AUTHORIZING THE CITY MANAGER TO SIGN THE SETTLEMENT
AGREEMENT ON BEHALF OF THE CITY**

Project Team: **Paul Downey, Director of Administrative Services**
Michael Sykes, City Manager

ISSUE STATEMENT: The City of Forest Grove filed a lawsuit against the law firm Jordan Ramis, P.C., in Multnomah County Circuit Court on July 17, 2012, for negligence and breach of contract related to the condemnation of the Haworth property. Recently, the City and Jordan Ramis entered into discussions to see if a settlement could be reached to end the lawsuit. Both parties have reached agreement on a proposed settlement in which Jordan Ramis would pay the City \$100,000 and both parties would agree to end the lawsuit. The attorneys for both parties have agreed on the wording of the settlement agreement. Staff has prepared a resolution approving the settlement agreement.

FISCAL IMPACT: The City will collect approximately \$60,000 of the \$100,000 after attorney's fees and court costs. The funds the City receives will go to the Capital Projects Fund to partially reimburse the funds used to pay the damages incurred by the City for the Haworth condemnation.

STAFF RECOMMENDATION: Staff recommends the City Council adopt the attached resolution approving the settlement agreement and authorizing the City Manager to sign the final agreement.



RESOLUTION NO. 2014-29

RESOLUTION AUTHORIZING APPROVAL OF A SETTLEMENT AGREEMENT IN THE CITY OF FOREST GROVE VERSUS JORDAN RAMIS P.C. AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SETTLEMENT AGREEMENT ON BEHALF OF THE CITY OF FOREST GROVE

WHEREAS, the City of Forest Grove (City) files a lawsuit against the law firm of Jordan Ramis, P.C., in Multnomah County Circuit Court on July 17, 2012, for negligence and breach of contract; and

WHEREAS, the City and Jordan Ramis, P.C., have negotiated a proposed settlement to this lawsuit; and

WHEREAS, the proposed settlement agreement has been approved by the attorneys for each party; and

WHEREAS, Jordan Ramis, P.C., will pay the City the sum of \$100,000 to settle the lawsuit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The City Council of the City of Forest Grove hereby approves the settlement agreement to end the lawsuit proceedings for a payment of \$100,000 from Jordan Ramis, P.C.

Section 2. The City Manager is hereby authorized to execute the final agreement on behalf of the City of Forest Grove.

Section 3. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of February, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of February, 2014.

Peter B. Truax, Mayor