

ORDER NO. 2020-02

**REMANDING TO THE PLANNING COMMISSION FOR FURTHER CONSIDERATION
RE-DESIGNATION OF TWO CITY-OWNED PARCELS LOCATED AT 2102 PACIFIC
AVENUE AND 1919 ASH STREET FROM PUBLIC/INSTITUTIONAL TO TOWN
CENTER TRANSITION; FILE NO. 311-19-000028-PLNG**

WHEREAS, The City of Forest Grove and Forest Grove Rural Fire District filed for the proposed plan amendments on October 22, 2019; and

WHEREAS, the application was deemed complete on November 13, 2019; and

WHEREAS, notice of this application was provided to the Oregon Department of Land Conservation and Development (DLCD) on October 23, 2019 pursuant to Oregon Revised Statutes §197.610 and Oregon Administrative Rules Chapter 660 – Division 18, and Metro Code §3.07.820; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on the proposal on December 16, 2019; and

WHEREAS, the Planning Commission did not recommend approval of the proposal as documented in Planning Commission Decision and Findings No. 2019-15; and

WHEREAS, the Planning Commission recommended the City pursue an amendment to the Forest Grove Development Code to address parking requirements for emergency services in the Institutional zone; and

WHEREAS, Forest Grove is subject to the Metro regional parking requirements contained in Title 4 of the Metro Regional Transportation Functional Plan; and

WHEREAS, subsequent to the Planning Commission public hearing on December 16th staff researched the possibility of pursuing a text amendment to the Development Code and compliance with Title 4 of the Metro Regional Transportation Functional Plan; and

WHEREAS, the staff findings were not available to the Planning Commission on December 16th; and

WHEREAS, notice of the City Council hearing on this matter was published in the News-Times for January 27, 2020, and the hearing on this matter was postponed to February 24, 2020; and

WHEREAS, staff recommends this matter be remanded to the Planning Commission to provide an opportunity for Planning Commission consideration of new information and staff findings.

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

Section 1. The City Council hereby orders that re-designation of the two City-owned parcels at 2102 Pacific Avenue and 1919 Ash Street be remanded to the Planning Commission for further consideration.

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

PRESENTED AND PASSED, this 24th day of February, 2020.



Anna D. Ruggles, City Recorder

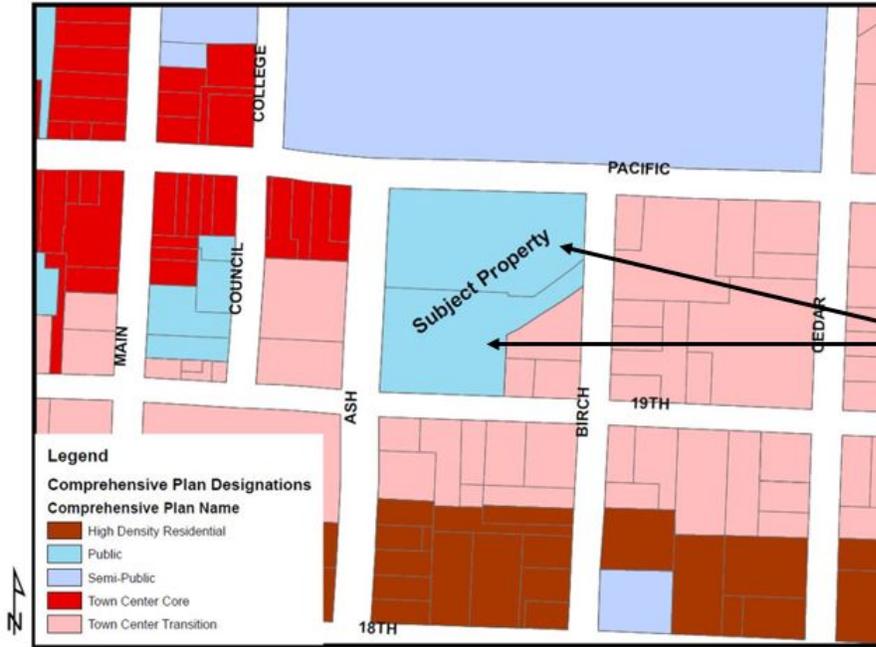
APPROVED by the Mayor this 24th day of February, 2020.



Peter B. Truax, Mayor

ATTACHMENT A

Comprehensive Plan Map Amendment



**Re-designate
2 parcels from
Public to Town
Center
Transition**

Zoning Map Amendment



**Re-zone
2 parcels
from INST
to TCT**



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>6.</u>
MEETING DATE:	<u>02/24/2019</u>
FINAL ACTION:	<u>ORDER 2020-02</u>

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *February 24, 2020*

PROJECT TEAM: *Bryan Pohl, Community Development Director, Daniel Riordan, Sr. Planner, James Reitz, Sr. Planner*

SUBJECT TITLE: *Public Hearing and Order Remanding to the Planning Commission for Further Consideration Re-Designation of Two City-Owned Parcels Located at 2102 Pacific Avenue and 1919 Ash Street From Public/Institutional to Town Center Transition; File No. 311-19-000028-PLNG*

ACTION REQUESTED:	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Order	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Informational
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X all that apply

ISSUE STATEMENT: The City of Forest Grove, Administrative Services Department and Forest Grove Rural Fire Protection District submitted an application to amend the Forest Grove Comprehensive Plan Map and Official Zoning Map to re-designate two parcels (2102 Pacific Avenue and 1919 Ash Street) from Public/Institutional to Town Center Transition (Attachment A). The Forest Grove police station, city library and Forest Grove City/Rural fire station are located on the subject property.

The Planning Commission considered the application on December 16, 2019, and adopted a motion that the City pursue an amendment to the text of Forest Grove Development Code to address off-street parking requirements for emergency services in the Institutional zone rather than re-designating the subject property to Town Center Transition.

Forest Grove is subject to the Metro regional parking requirements contained in the Metro Regional Transportation Functional Plan (RTFP). RTFP Title 4 addresses regional parking management within the Metro boundary. Modifications to parking requirements made by the City must comply RTFP Title 4.

Subsequent to the Planning Commission hearing on December 16th, staff researched the RTFP Title 4 requirements. The staff findings were not available to the Planning Commission on December 16th. As such, staff recommends that this matter be brought back to the Planning Commission to provide an opportunity for Planning Commission consideration of the new information. Therefore, staff respectfully requests that City Council open and close the public

hearing on February 24th and adopt a motion referring this proposal back to the Planning Commission for further consideration and recommendation.

Notice of the City Council hearing on this matter was published in the News-Times for January 27, 2020, and the hearing on this matter was postponed to February 24, 2020.

BACKGROUND: The City of Forest Grove has ownership interest in the entire block bounded by Pacific Avenue, Birch Street, 19th Avenue, and Ash Street. The property is located adjacent to a single family home and vacant office/retail building acquired by the City in 2018. These properties are already designated Town Center Transition.

The City seeks re-designation of the area zoned Institutional to Town Center Transition for the following reasons:

- The Town Center Transition zone provides maximum flexibility for re-use of the current police station should a new police station be built. The Town Center Transition zone allows more use outright and as conditional use compared with the Institutional zone.
- The Town Center Transition zone promotes efficient use of the entire City-owned block since the Forest Grove Development Code does not require a certain number of off-street parking spaces non-residential uses. Since emergency services such as police and fire are classified as a conditional use in the Town Center Transition zone parking needs would be evaluated through conditional use review and Planning Commission approval. As such, parking needs would be based on a parking analysis considering number of employees on-site and likely visitors. The minimum amount of parking for civic uses within the Institutional zone is based on the Metro regional standard. For emergency services, including police and fire stations, the minimum number of required off-street parking spaces is 3.0 spaces per 1,000 square feet of gross floor area.

The Planning Commission considered the re-designation application on December 16, 2019. After deliberation the Planning Commission did not approve the re-designation request. Rather than re-designating the parcels the Planning Commission recommends a text amendment to parking requirement for emergency services. The Planning Commission also concluded that it would be more logical to amend the Comprehensive Plan Map and Zoning Map to re-designate the parcels at 2137 and 2129 19th Avenue from Town Center Transition to Public/Institutional.

As a result of the Planning Commission's recommendation, staff researched the idea of a text amendment to change the minimum required off-street parking spaces for emergency services in general and police stations specifically. Since Forest Grove is located within the Metro boundary the City must adhere to the Metro Regional Transportation Functional Plan (RTFP). Title 4 of the RTFP addresses regional parking management. Under Title 4, cities and counties may establish a process for variances from minimum and maximum parking ratios that includes criteria for a variance. To date, the City has not pursued establishing a parking variance process.

In addition to establishing a variance process, The RTFP provides authority to cities and counties to adopt parking policies, management plans and regulations for Town Centers. Policies and

regulations may include by-right exemptions from minimum parking requirements. The City has an adopted policy to exempt non-residential uses on property zoned Town Center Core or Town Center Transition from minimum parking requirements. However, no such policy exists for non-residential uses on property zoned Institutional in the Town Center. Therefore, the City is held to a higher standard than private property owners with respect to providing off-street parking. This is contrary to the Administrative Services Goals contained in the Forest Grove Comprehensive Plan to:

1. Provide cost-effective and efficient delivery of public services;
2. Retain City administrative services in the Forest Grove Town Center; and
3. Consolidate administrative functions to provide cost-effective, efficient and accessible municipal services.

FISCAL IMPACT: Re-designation of the two parcels from Public/Institutional has no direct fiscal impact to the City. However, re-designating the parcels could result in cost savings for future construction or expansion of public facilities by reducing the number of off-street parking spaces required for new development.

STAFF RECOMMENDATION: Staff recommends that City Council, open and close the public hearing and adopt a motion referring this proposal back to the Planning Commission for consideration of new information.

ATTACHMENT(s):

- A. Proposed Comprehensive Plan Map and Official Zoning Map Amendments

Rescheduled to
Feb 24, 2020

**NOTICE OF PUBLIC HEARING
FOREST GROVE CITY COUNCIL
FILE NUMBER 311-19-00028-PLNG**

NOTICE IS HEREBY GIVEN that the Forest Grove City Council will hold a Public Hearing on **Monday, January 27, 2020**, at **7:00 p.m.** or thereafter, in the Community Auditorium, 1915 Main Street, to review the following:

- Proposal:** Order approving a Comprehensive Plan Map Amendment to re-designate two parcels from Public to Town Center Transition (TCT) and an Order approving a concurrent Official Zoning Map Amendment to re-designate two parcels from Institutional (INST) to Town Center Transition (TCT)
- Location:** 2102 Pacific Avenue and 1919 Ash Street Washington County tax lots 1S306BA05400 and 1S306BA06400
- Applicant:** City of Forest Grove
- File Number:** 311-19-00028-PLNG
- Criteria:** The City Council will consider the proposal and make a decision based on the following considerations, standards and criteria:

Comprehensive Plan Map Amendment:
Consistency with the applicable Comprehensive Plan policies; Metro Regional Framework Plan, Metro Urban Growth Management Functional Plan; and Oregon Statewide Land Use Planning Goals.

- Development Code Zoning Map Amendment Criteria:*
- A. The zone change is consistent with the Comprehensive Plan Map.
 - B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan.
 - C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity.
 - D. The zone change is consistent with the adopted Transportation System Plan.
 - E. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone.
 - F. The establishment of a zone district is not subject to the meeting of conditions.

At this time and place all persons will be given a reasonable opportunity to give testimony about the proposal. If an issue is not raised in the hearing (by person or by letter) or if the issue is not explained in sufficient detail to allow the City Council to respond to the issue, then that issue cannot be used for an appeal to the Land Use Board of Appeals (LUBA). Information pertaining to this request may be obtained from Community Development Department Director Bryan Pohl, 1924 Council Street, (503) 992-3226, between 9 a.m. and 5 p.m., (bpohl@forestgrove-or.gov). The staff report will be available for review seven days prior to the hearing; copies are available at cost or by visiting the City's website at www.forestgrove-or.gov.



Anna D. Ruggles, CMC, City Recorder
City of Forest Grove
Publish January 22, 2020 NT148863

Date: February 24, 2020

Agenda Item: 6.

Subject: PUBLIC HEARING AND ORDER NO. 2020-02 REMANDING TO THE PLANNING COMMISSION FOR FURTHER CONSIDERATION RE-DESIGNATION OF TWO CITY-OWNED PARCELS, LOCATED AT 2102 PACIFIC AVENUE AND 1919 ASH STREET, FROM PUBLIC/INSTITUTIONAL TO TOWN CENTER TRANSITION; FILE NO. 311-19-000028-PLNG

CITY COUNCIL MEETING

Request to Testify at Public Hearing

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

Please sign-in below to testify:

PROPONENTS: *(Please print legibly)*

First & Last Name:

Address:

City, State & Zip Code:

OPPONENTS: *(Please print legibly)*

First & Last Name:

Address:

City, State & Zip Code:

OTHERS: *(Please print legibly)*

First & Last Name:

Address:

City, State & Zip Code:
