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**Planning Commission  
Community Auditorium  
1915 Main Street, Forest Grove, OR  
Monday, June 4, 2018, 7:00 pm**

**1. CALL TO ORDER:**

Chair Tom Beck called the meeting to order at 7:02 p.m. Roll Call:

**Planning Commission Present:** Tom Beck, Chair; Phil Ruder, Vice Chair; Commissioners Dale Smith and Ginny Sanderson.

**Planning Commission Excused:** Commissioners Lisa Nakajima, Hugo Rojas, and Sebastian Lawler.

**Staff Present:** CD Director Bryan Pohl; Dan Riordan, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator.

**2. PUBLIC MEETING:**

**2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

None.

**2.2 PUBLIC HEARING:**

**A. File No. 311-18-000007-PLNG – Zoning map amendment to change the zoning of property from Washington County Future Development (FD-20) to City of Forest Grove Business Industrial Park (BIP) for property subject to annexation.**

Chair Beck opened the public hearing at 7:04 p.m., reading the hearing procedures, and asked for disclosure of any conflicts of interest, ex-parte contacts, bias, or abstentions. There were none, and no challenges of the disclosure.

Dan Riordan, Senior Planner, gave a presentation regarding the request for assigning a city zoning designation to property subject to annexation, located at 600 Elm Street. The applicable review standards were reviewed, along with the background and analysis of the site.

Chair Beck questioned the economic outlooks on the property and the acreage needed by the city. Mr. Riordan stated there is a demand for this designation, as it is the only area zoned Business Industrial Park.

Chair Beck inquired about the criteria stating that historical aspects will be taken into account. Mr. Riordan stated that the future site plan review will assess the

impact of the historic resources and conditions can be made at time of development review.

Mr. Riordan stated that staff recommends the Planning Commission adopt findings and provide a recommendation to City Council to adopt an order amending the Forest Grove Zoning Map upon annexation to designate a 38.6 acre parcel located at 600 Elm Street as Business Industrial Park (BIP consistent with the Forest Grove Comprehensive Plan Map Campus Employment designation.

**APPLICANT/PROPONENTS:**

None.

**OPPONENTS:**

None.

**OTHER:**

**David Morelli, 1320 Cedar St, Forest Grove 97116:**

Mr. David Morelli, speaking on behalf of the Friends of Historic Forest Grove, stated that they are in support of the city's recommendation.

**REBUTTAL:**

None.

Chair Beck closed the public hearing at 7:22 p.m.

**COMMISSIONER DISCUSSION:**

All Commissioners were in agreeance with the recommendation.

**Vice Chair Phil Ruder moved a motion to recommend the zoning map amendment, file number 311-18-000007-PLNG, to City Council. Commissioner Smith seconded.**

**Roll Call Vote: AYES: Chair Beck, Commissioners Ruder, Smith, and Sanderson. NOES: None. ABSENT: Commissioners Nakajima, Rojas, and Lawler. MOTION CARRIED 4-0.**

**2.3 ACTION ITEMS:**

None.

**2.4 WORK SESSION ITEMS:**

None.

**2.5 PRESENTATIONS:**

**A. Economic Opportunity Analysis Update**

Mr. Riordan gave a presentation to update the Commission on the Economic Opportunity Analysis (EOA), and shared his general findings of local economic

development potential. The EOA has not been updated since 2008/2009, so it is time for the city to begin an informed discussion in order to update the plan in order to facilitate discussions about the Oak Street Industrial area. Mr. Riordan presented a chart of projected land need comparing by general category and by use type based on the projected employment growth.

Chair Beck requested that at a future meeting, the report needs to include the land Forest Grove has available for future growth.

### **B. Urban Planning Area Agreement Update**

Mr. Riordan gave a presentation to update the Commission on the Urban Planning Area Agreement (UPAA) that will happen between Forest Grove and Washington County to be consistent with comprehensive plans of cities and counties. The current UPAA was adopted in 1988 and has not been updated since.

Mr. Riordan discussed some of the provisions, and how the process will work and what the city responsibilities will be. The Washington County Planning Commission and Washington County Board of Commissioners will consider the updated UPAA in August. After county action, City Council will be asked to adopt a resolution approving the UPAA.

## **3.0 BUSINESS MEETING:**

### **3.1 APPROVAL OF MINUTES:**

Commissioner Smith moved a motion to approve the minutes of the April 2, 2018 meeting. Commissioner Sanderson seconded. Motion passed 4-0.

### **3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:**

None.

### **3.4 DIRECTOR'S REPORT:**

Director Bryan Pohl thanked the Commissioners for joining the City Council for the joint work session on May 29, 2018. The work session brought up council discussion regarding the SDC fees assessed on an ADU, but will not be pursued at this time.

The Committee for Citizen Involvement hosted a Latino Summit on May 23<sup>rd</sup>, and it was well attended. A Planning Commissioner may be asked to attend the event in the future.

The Community Development department has submitted for three grants, and is waiting to hear if they will be granted.

### **3.5 ANNOUNCEMENT OF NEXT MEETING:**

The next meeting will be in July and it will be bringing back the high density discussion. Chair Beck asked that an email be sent to Commissioners to see which Monday in July would be best.

**3.6 ADJOURNMENT:**

The meeting was adjourned at 8:11 p.m.

Respectfully submitted by:

  
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Cassi Bergstrom  
Planning Commission Coordinator