



A place where families and businesses thrive.

**Planning Commission
Community Auditorium
1915 Main Street, Forest Grove, OR
Monday, December 3rd, 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; Commissioners Dale Smith, Lisa Nakajima, Sebastian Bannister Lawler, Hugo Rojas, and Ginny Sanderson.

Planning Commission Excused: Phil Ruder, Vice Chair.

Staff Present: CD Director Bryan Pohl; James Reitz, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator.

2. PUBLIC MEETING:

A. PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:

None.

B. PUBLIC HEARING:

(1.) File No. 311-18-000031-PLNG –Conditional use permit to improve an existing tenant space for 10 music practice rooms (Pacific University) located at 2315 Pacific Ave

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.

James Reitz, Senior Planner, gave the staff report. The applicant, Pacific University, applied for a conditional use permit to convert an existing space at Forest Grove Shopping Center into music rooms for students. Due to the fact the shopping center was not located within the Pacific University Master Plan area that was approved earlier this year, the tenant improvement required a conditional use permit as well. A notice was sent to the neighboring area (300 feet), and no testimony was received. Mr. Reitz stated that the parking is not an issue as the shopping center has plenty of parking, including the use of 24 parking spaces located to the rear (north) of the building and the new parking lot being constructed at the old gospel hall on Cedar Street. The applicant will need to meet building and development standards as a condition. No additional conditions were received from other city departments.

Commissioner Lawler inquired if the 24 parking spaces leased behind the shopping center were for Pacific University use only, and Mr. Reitz confirmed.

Chair Beck requested that a condition on the permit be made for the construction of a crosswalk and sidewalk at the new parking lot located at the old gospel hall (2037 Cedar Street). Mr. Reitz could not confirm or deny that a crosswalk/sidewalk was already being required by the Forest Grove Engineering Department, and suggested the applicant respond to the request.

CORRESPONDENCE:

None.

APPLICANT/PROPONENTS:

Tim Schaueremann, PO Box 310, Forest Grove, OR 97116:

Mr. Tim Schaueremann came to the front, stating that he is a Trustee of the university and asked for students participating in the music program to come to the front and speak in favor of the conditional use application.

Andrew Baker, 2035 College Way, Forest Grove, OR 97116:

Mr. Andrew Baker came to the front, giving his family's history of being in the Forest Grove area. Mr. Baker believes there is an importance of the practice rooms being created, as Pacific University is the only school in the State of Oregon that offers a bachelor's degree in music therapy. Noise complaints should not be an issue, as the rooms will be sound proof.

Bailey Clark, 2043 College Way, Forest Grove, OR 97116:

Ms. Bailey Clark stated she is originally from Idaho and came to Pacific University to be educated in obtaining a board certification in music therapy. Ms. Clark is also an administrative assistant for both the music therapy and String Project. There currently is not enough space for practicing music at the university, so an expansion is necessary.

Commissioner Hugo Rojas asked for an explanation of music therapy. Ms. Clark responded that it is a therapeutic tool for change by using music, stating that music has been known to help people on physical and emotional levels

Chair Beck inquired if Kaiser Hospital is using this form of therapy, and Ms. Clark stated it is currently being used at the Oregon State Hospital with ten music therapists but she would like to graduate and start advocating for music therapy to be used at other large hospitals.

Avril Gautheir, 3121 Fleming Place, Forest Grove, OR 97116:

Ms. Avril Gautheir came to the front, and stated she is currently a sophomore at Valley Catholic High School and started playing the viola when she was 5 years old. Ms. Gautheir was part of the String Project which is now up to 130 students

involved which is requiring more space. The String Project unites students, and more space for the university to expand is necessary.

Commissioner Lawler asked for an elaboration on the mission of the String Project. Ms. Gauthier explained that the program works to train future music educators as well as expand the knowledge of music.

Tim Schaueremann, PO Box 310, Forest Grove, OR 97116:

Tracy Orvis, Di Loreto Architecture, 200 NE 20th Ave #200, Portland 97232:

Ms. Tracy Orvis explained that an acoustic engineer was hired in order to make sure neighboring businesses were not bothered by the sound of the music rooms. Airspace will be added as well as double thickness walls in order to ensure the sound will be contained to the tenant space.

Mr. Tim Schaueremann explained to the Planning Commission why Pacific University is expanding: Growth is the strategy so there is a need to create more innovative programs in order to prevent a lack of potential students, which is a problem for other universities. Right now Pacific University is really healthy, but more parking spaces are needed.

Chair Beck inquired about the new parking lot on Cedar Street, and if it includes the safety aspects in the right-of-way. Mr. Bill Ray stated from the audience that the parking lot project will include sidewalks, bulb-outs, and safety lights.

OPPONENTS:

None.

OTHER:

None.

REBUTTAL:

None.

Chair Beck closed the public hearing at 7:37 p.m.

COMMISSIONER DISCUSSION:

Chair Beck opened up the floor for discussion, and Commissioners agreed that the music room will create opportunities for Pacific University.

Commissioner Sebastian Lawler moved a motion to approve file number 311-18-00031-PLNG – Conditional use permit to improve an existing tenant space for 10 music practice rooms for Pacific University located at 2315 Pacific Ave. Commissioner Lisa Nakajima seconded the motion.

Roll Call Vote: AYES: Chair Beck; Commissioners Nakajima, Smith, Rojas, Lawler, and Sanderson. NOES: None. ABSENT: Vice Chair Ruder. MOTION CARRIED 6-0.

(2.) File No. 311-18-000030-PLNG –Variance of two Development Code standards for a driveway width located at 4115 24th Ave (Old Trapper)

Chair Beck opened the public hearing at 7:40 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.

James Reitz, Senior Planner, gave the staff report along with a Power Point presentation showing the previous history of driveway approach variances on the site location (2016) and zoning. Old Trapper is requesting a variance from the Development Code requirement of a maximum 40 foot driveway approach, proposing a 192 foot driveway approach for the future unloading dock to be constructed off 24th Ave. The applicant is also requesting a reduction to 21 feet of distance between driveways when the minimum distance required in Development Code is 105 feet. A Memorandum of Understanding was signed between Forest Grove and Cornelius relating to the future extension of N Holladay Street. Staff concluded the site is not unique enough to grant the variances and the reasoning for the variance is to maximize the development of the property creating a financial gain, so a denial of both requests is recommended by city staff. Approval of the variance could set a precedent for other industrially zoned sites to follow suit.

Commissioner Rojas wondered what the city's concerns are for allowing a 192 foot driveway approach. Mr. Reitz responded that it can allow for a 400% increase in truck/trailers creating a safety issue regarding traffic on 24th Avenue that is defined as a collector street.

Chair Beck agreed with the city that setting a precedent in the industrial zone for widening driveway approaches for the businesses financial gain is not a reason for a variance.

Commissioner Sanderson asked about the staff concerns, and Mr. Reitz stated it is a safety issue to have an increase of loading docks directly off 24th Avenue. Commissioner Sanderson inquired if there was anything in the code that restricted the number of loading docks, and Mr. Reitz confirmed there is not.

Commissioner Lawler inquired if other industrial businesses nearby have requested a similar variance, and Mr. Reitz responded that no other business expansions have made that request.

CORRESPONDENCE:

None.

APPLICANT/PROPONENTS:

Hans Evenson, 4071 24th Ave, Forest Grove, OR 97116

Hans Evenson, owner of Old Trapper, came to the front and stated to the Commission that Old Trapper is a family business and one of the largest industrial buildings in town. The recent expansion cost \$40 million to build, and the proposed project will increase the 300 jobs by ten percent.

Jessica Lucas, CIDA Architecture, 15895 SW 72nd #200, Portland, OR 97224

Jessica Lucas came to the front with Mr. Evenson, and gave a Power Point presentation showing the proposed facility. Ms. Lucas explained that Old Trapper would like more property, but were unable to obtain the property next door so expansions are designed with the current property. The current property is three times as long as it is wide, which in turn limits the street frontage making the lot unique within the industrial zone.

Ms. Lucas stated that the number of loading docks does not reflect how busy the business plans to be with truck traffic. By having more load decks it will eliminate the queue time on 24th Avenue. Ms. Lucas showed the proposed layout and expansion to the Commission, explaining how the trucks will be getting in and out of the site.

Ms. Lucas explained to the Commission that the 2014 TSP required a 25 foot easement on the back portion of the property, so moving the building back is not an option. Ms. Lucas respectfully asked the Commission to accept their request for a variance.

Jared Niemela, Robert Evans Company, 6910 NE 31st Ave, Vancouver, WA

Mr. Jared Niemela, General Contractor, explained to the Commission that if the property would have not had to give up the 25 foot easement for the expansion this driveway variance would not be an issue. Mr. Niemela stated 24th Avenue is meant to be a road to help the industrial area.

David Welsh, CIDA Archicture, 255 SW California St, Portland, OR 97219

Mr. David Welsh came to the front, stating he has been involved with the project for the last 4 years. Mr. Welsh explained that the property has always been a disadvantage for Old Trapper because of the uniqueness, and looked elsewhere to continue the business. Instead, Old Trapper invested the business in Forest Grove and the narrow site requires a variance to continue to be a distribution center. A precedent is set for a unique reason, and the reason for this site is because of the physical qualities and narrowness of the property. Mr. Welsh argued that 24th Avenue should not be defined as a collector street but an industrial street, and feels strongly that this is a good move for Forest Grove.

OPPONENTS:

None.

OTHER:

None.

REBUTTAL:

None.

Chair Beck closed the public hearing at 8:40 p.m.

COMMISSIONER DISCUSSION:

Chair Beck opened the floor for discussion. Commissioners discussed the uniqueness of the lot. Commissioner Sanderson inquired if the variance could be drafted based on the street frontage and uniqueness of the property as to not set a precedent for the area. Commissioners agreed that the established business property shape is unique and a variance should be made for this reason.

Commissioner Sebastian Lawler moved a motion to approve file number 311-18-000030-PLNG – Variance of two Development Code standards for a driveway width for Old Trapper located at 4115 24th Avenue. Commissioner Hugo Rojas seconded the motion.

Roll Call Vote: AYES: Chair Beck; Commissioners Nakajima, Smith, Rojas, Lawler, and Sanderson. NOES: None. ABSENT: Vice Chair Ruder. MOTION CARRIED 6-0.

2.3 ACTION ITEMS:

None.

2.4 WORK SESSION ITEMS:

None.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES:

Commissioner Sanderson moved a motion to approve the minutes of the October 1st, 2018 meeting. Commissioner Lawler seconded. Motion passed 6-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:

Chair Beck spoke to the Commissioners regarding the Boards and Commissions meeting he attended. Commissioner Sanderson attended as well. The City Manager is requesting a re-evaluation of the terms and interviews for current Boards and Commission members.

3.4 DIRECTOR'S REPORT:

Mr. Pohl gave an update on the Tualatin Valley Improvement Plan, and a consultant has been selected; the Downtown Parking Plan work with the consultant

will begin after the first of the year; Housing Needs Analysis has begun; and the URA has focused on downtown beautification by starting a Public Art Program.

Mr. Pohl stated that Sunset Crossing project has begun, as well as the last phase of Silverstone is beginning to be built out.

Chair Beck stated Gales Creek Terrace has qualified to move forward.

Chair Beck inquired about the dental office project on Pacific Avenue, and Mr. Reitz stated it is not proceeding.

Chair Beck inquired about the incoming bank, and Mr. Reitz stated that an application has been filed and will be coming to the Commission sometime soon, as well as a 9-unit apartment complex.

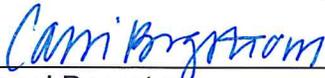
3.5 ANNOUNCEMENT OF NEXT MEETING:

The next meeting is to be determined.

3.6 ADJOURNMENT:

The meeting was adjourned at 9:02 p.m.

Respectfully submitted by:



Cassi Bergstrom
Planning Commission Coordinator