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**Planning Commission  
Community Auditorium and Webex  
1915 Main Street, Forest Grove, OR  
Monday, July 6<sup>th</sup>, 2020, 7:00 pm**

**1. CALL TO ORDER AND ROLL CALL:**

Chair Phil Ruder called the Planning Commission meeting to order at 7:03 p.m. via Webex Video Conference.

**COVID-19:** Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the Planning Commission limited in-person contact and social distancing. **The Planning Commission conducted the meeting remotely by video conferencing.** The meeting was remotely video conferenced by Planning Commission Coordinator Cassi Bergstrom and Senior Planner James Reitz as well as televised live from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 30 and live streamed on MACC TVCTV YouTube Channel 30. The public was allowed to attend and observe in the Community Auditorium as space allowed (no more than 10 persons total at one time). Written comments on items not on the agenda and written testimony regarding the public hearing were accepted if submitted by July 6<sup>th</sup>, 2020, 3 p.m. to Senior Planner James Reitz.

**Roll Call:**

**Planning Commission Present via Webex Remotely:** Phil Ruder, Chair; Hugo Rojas, Vice Chair, Commissioners Lisa Nakajima, Ginny Sanderson, Joel Redwine, Dale Smith and Julie Danko.

**Planning Commission Excused:** None.

**Staff Present:** Bryan Pohl, Community Development Director (in the Community Auditorium); James Reitz, Senior Planner (in the Community Auditorium); Cassi Bergstrom, Planning Commission Coordinator (in the Community Auditorium).

**2. PUBLIC MEETING:**

**A. PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

None.

**B. PUBLIC HEARING:**

**(1.) File No. 311-20-000042-PLNG – Site plan approval and design review of a proposed 8-building, 196-unit apartment complex at the 1900 Block of Poplar Street**

Chair Phil Ruder opened the quasi-judicial public hearing at 7:06 p.m., reading the hearing procedures, criteria, and asked for disclosure of any conflicts of interest, ex-parte contacts, bias, or abstentions. Commissioner Nakajima disclosed that she is a principal owner of a nearby business east of the project but can remain impartial, and there were no challenges. Commissioner Redwine disclosed that he is in the process of purchasing a nearby condominium, and there were no challenges.

Senior Planner James Reitz gave a Power Point presentation, showing the location and aerial view of the site. This was formerly known as the “Albertson’s” site, and the 19<sup>th</sup> Place has recently been vacated. Mr. Reitz summarized the application, explaining the proposal as an 8-building, 196-unit apartment complex with amenities such as a swimming pool, play structure, and a dog park located along the 1900 block of Poplar Street.

Mr. Reitz showed the variety of architecture of the apartment units which include multiple windows on each side of the building. Overall there will be 300 on-site parking spaces provided for the 196 units proposed. The architectural elevations were shown and comply with the Development Code’s building design standards for multi-unit development.

Mr. Reitz showed 19<sup>th</sup> Avenue and where the street improvement ends, proposing a half street improvement. A condition of approval is to make the additional half street improvement eligible for City TIF/TDT credits. Additionally, a deed restriction is recommended on Lot 3 to limit its future residential density to a maximum of 11 units unless the maximum residential density permitted in the Community Commercial zoning district is increased.

Staff recommends approval of the requested site plan and design review permit with the following conditions: applicant is bound to the project description and all representations made; the applicant shall comply with all City building and development standards; a deed restriction on Lot 3; landscaping, above ground utilities, and signing shall be located and maintained along the site frontage for adequate sight distance; replace deteriorating asphalt path along the Highway 47 frontage; 19<sup>th</sup> Avenue half street extension through to Poplar Street with the additional improvements eligible for TIF/TDT credits. There are two optional conditions: shift Building 3 five feet to the east to move farther from the neighboring condominiums property line; install a four to six foot tall wire or decorative metal panel fence along the east property line.

Commissioner Rojas inquired about the Traffic Impact Analysis done on the site, and Mr. Reitz stated that there will be some additional traffic added to the Maple Street and Fernhill Road intersection causing a decrease in the intersection

functionality. ODOT has recommended the City assign a proportional dollar amount that this project will pay to improve the future intersection design. Chair Ruder stated the majority of traffic will be going out on Pacific Avenue.

Commissioner Sanderson wondered what the bump out on Building 3 is on the unit as it is close to the property line and possibly can overhang the neighboring, two-story condominiums.

Commissioner Redwine had a question regarding the deed restriction, and Chair Ruder explained that they are using the property to meet the density requirements.

**CORRESPONDENCE:**

A phone call was received by a nearby resident recommending that a condition be required regarding the 19<sup>th</sup> Avenue street improvement be eligible for TIF/TDT credit, so staff included the recommendation in the conditions.

**APPLICANT:**

**Andrew Tull, 3J Consulting, 9600 SW Nimbus Ave, Ste 100, Beaverton, OR 97008:**

Mr. Andrew Tull joined the meeting via Webex as the applicant's representative for JT Smith Companies, the applicant of the project. Mr. Tull stated that the applicant is dedicated to building a high quality project as well as a good neighbor. They have been working very carefully and closely with the community. The applicant is more than willing to accept the recommended conditions of approval, as well as the optional conditions.

Mr. Tull explained that the portion of the Building 3 that is hanging within the 5 foot setback is a storage area on the porch. Mr. Tull expressed concerns with the bulb-outs recommended by the City on page 12 of the staff report for it could limit the fire lane. They will work with the City to make sure it is functional for everyone.

Chair Ruder inquired about the optional fence condition between Building 7 and Highway 47 which will be a condition of safety for the tenants. Mr. Tull responded that the frontage of Highway 47 is an advertising opportunity for the amenities on the site, but they do not mind working with the City in putting up a decorative fence.

Commissioner Rojas asked if any of the apartments were considered affordable housing, and Mr. Tull stated that the market dictates the price on these units.

Commissioner Sanderson asked Mr. Tull about what kind of distance they would be willing the move Building 3. Mr. Tull explained that the two-story and three-story building are not that much different in height, and it will affect the design of the dog park. They can move if it is required but is not ideal.

**PROPONENTS:**

None.

**OPPONENTS:**

None.

**OTHER:**

None.

**REBUTTAL:**

None.

Chair Ruder closed the public hearing at 7:55 p.m.

**COMMISSIONER DISCUSSION:**

Chair Ruder asked for any questions or discussion regarding the two optional conditions: Shift Building 3 five feet to the east and install a four to six foot tall decorative fence along the east property line.

Commissioners agreed to leave Building 3 where it is designed now as it will constrain the amenity of a dog park if moved.

Commissioners agreed that the fence on the east property line is a benefit to the project as it will protect pedestrians and tenants alike.

Commissioners discussed the applicants concern regarding the bulb out, and Mr. Reitz explained that the developer will work that out with the City Departments during plan review.

**Commissioner Sanderson moved a motion to approve file number 311-20-00042-PLNG – Site plan approval and design review of a proposed 8-building, 196-unit apartment complex located at the 1900 Block of Poplar Street subject to the recommendation in the staff report including the optional condition regarding the four to six foot decorative fence but omitting the optional condition to move Building 3 five feet to the east. Commissioner Smith seconded the motion.**

**Roll Call Vote on Motion: AYES: Chair Ruder; Vice Chair Rojas; Commissioners Sanderson, Nakajima, Redwine, Smith, and Danko. NOES: None. ABSENT: None. MOTION CARRIED 7-0.**

**C. ACTION ITEMS:**

None.

**D. WORK SESSION ITEMS:**

None.

**3. BUSINESS MEETING:**

**A. APPROVAL OF MINUTES:**

Vice Chair Rojas moved to approve the minutes of the June 15<sup>th</sup>, 2020 meeting. Commissioner Smith seconded. Motion passed 7-0.

**B. REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:**

None.

**C. DIRECTOR'S REPORT:**

Mr. Pohl updated the Commissioners on upcoming meetings. July 20<sup>th</sup> staff will host a webinar for a work session at 6pm regarding the Neighborhood Mixed Use zoning. Following the work session will be a public hearing that night as well. There are no agenda items for August.

Mr. Pohl updated Commissioners on the Westside Plan. The City has hired a consultant to come up with some policy solutions for the area regarding the System Development fees.

**D. ANNOUNCEMENT OF NEXT MEETING:**

The next meeting is to be held on July 20<sup>th</sup>, 2020.

**E. ADJOURNMENT:**

The meeting was adjourned at 8:22 p.m.

Respectfully submitted by:

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Cassi Bergstrom  
Planning Commission Coordinator