



City of Tigard

## City Center Development Agency Board - Agenda

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### **TIGARD CITY CENTER DEVELOPMENT AGENCY BOARD**

**MEETING DATE AND TIME:** March 4, 2014 - 6:30 p.m.

**MEETING LOCATION:** City of Tigard - Red Rock Creek Conference Room  
13125 SW Hall Blvd., Tigard, OR 97223

#### **PUBLIC NOTICE:**

Times noted are estimated.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for City Center Development Agency Board meetings by noon on the Monday prior to the City Center Development Agency Board meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

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SEE ATTACHED AGENDA



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6:30 PM

1. CITY CENTER DEVELOPMENT AGENCY BOARD MEETING
  - A. Call to Order- City Center Development Agency
  - B. Roll Call
  - C. Call to Board and Staff for Non-Agenda Items
2. DISCUSS URBAN DESIGN - 'STROLLING STREET' (Proposal for a program to improve private landscaping areas on Main Street.) - **6:35 p.m. - estimated time**
3. NON AGENDA ITEMS - **7:15 p.m. - estimated time**
  - **EXECUTIVE SESSION:** The Tigard City Center Development Agency will go into Executive Session to discuss real property negotiations under ORS 192.660(2)(e). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public. **7:25 p.m. - estimated time**
4. ADJOURNMENT - **7:45 p.m. - estimated time**

AIS-1659

2.

**CCDA Agenda**

**Meeting Date:** 03/04/2014

**Length (in minutes):** 40 Minutes

**Agenda Title:** Urban Design: Strolling Street: Proposal for program to improve private landscaping areas on Main Street

**Submitted By:** Sean Farrelly,  
Community  
Development

**Item Type:** Update, Discussion,  
Direct Staff      **Meeting Type:** City Center  
Development  
Agency

**Public Hearing** No

**Newspaper Legal Ad Required?:**

**Public Hearing Publication**

**Date in Newspaper:**

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**Information**

**ISSUE**

Urban Design: Strolling Street proposal for program to improve private landscaping areas on Main Street.

**STAFF RECOMMENDATION / ACTION REQUEST**

Staff recommends the Board of the CCDA approve the Strolling Street program concept.

**KEY FACTS AND INFORMATION SUMMARY**

In 2013 the City of Tigard announced a new strategic plan and vision to become “the most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives.” Main Street is one of the city’s best opportunities to create a true “strolling street:” a street that attracts pedestrians with a comfortable and safe walking experience, buildings with attractive façades and window displays, and areas of visual delight.

The completion of the Main Street Green Street Phase I project will vastly improve the public realm of the southern half of Main Street (with Phase II on the northern half to follow.) When completed, the street will feature new landscaping and street trees, safer pedestrian crossings, new streetlights, street furniture, and public art. Walkers of all ages and abilities will benefit from the improved streetscape and be drawn to Main Street’s shops and restaurants.

Many Main Street properties have privately owned areas between the sidewalk and building facade. While some have been well-landscaped and cared for, others have been neglected.

There are areas of dead or dying landscaping and damaged paving. There are few opportunities for seating. These spaces, if left to deteriorate, will detract from the pedestrian experience.

A new Strolling Street Program can improve these private areas to increase the street's curb appeal, as well as provide functional spaces for outdoor seating and events. Staff met with four leading landscape architecture firms to get their input on scoping the program.

The incentive-based Strolling Street program would be a partnership between the Development Agency and downtown property owners who wish to participate. The program would be implemented in four stages:

1. In April and May, staff will meet with the owners of key properties in one-on-one meetings and at a Tigard Downtown Alliance forum to preview the opportunity and encourage participation.

2. In June/July a landscape architecture/urban design firm will be engaged to analyze existing conditions and site opportunities along the length of Main Street. They would identify characteristics that create a positive impression, such as taking advantage of the larger contiguous properties to create a greater scale of "common" areas and identify those characteristics that detract from the visual environment, such as signage in poor condition or exposed trash containers.

3. In August/September, the landscape architecture firm will complete the following work products to initiate the incentive program:

- Conceptual, illustrative designs of select spaces to illustrate the outcome for the private realm to include components such as paving, planters, landscape elements, lighting, benches, and signage.
- A pattern book of examples, components, and a "family of materials" that can be readily applied to other private frontages.
- An estimate of costs per property.

4. In September/October, a first project or projects will be selected and solicited. Once selected,

staff and the landscape architects will:

- Meet with the property owner(s) to finalize goals, budget, and schedule.
- Prepare draft design development-level plan.
- Request property owner review and comments on revised plan.
- Prepare the final plan.
- Prepare an estimate of construction costs.
- Assist with bidding and construction administration.

The successful completion of a first project(s) and accompanying publicity will encourage additional property owners to participate.

To maximize participation, the Agency will cover 80% of the costs to design and install the

landscaping and other elements, with the property owner signing a legal agreement to maintain the improvements for five years. These details may be fine-tuned as the project progresses.

Questions such as how the improvements will be constructed (paid by the property owner and then reimbursed, or paid up front by the Agency) are still being researched. Staff will consult with the City Attorney to limit the city's liability for the program.

If the Board of the City Center Development Agency approves the program concept, \$50,000 will be requested in the CCDA Budget for FY 2014-15. An RFQ for consultant assistance will be issued in May, with the project formally kicking off on July 1. If the requested budget amount is not adopted, a contract will not be executed.

### **OTHER ALTERNATIVES**

The Board of the CCDA could direct staff to develop other options or not pursue the proposed program.

### **COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS**

Tigard Downtown Improvement Plan

### **DATES OF PREVIOUS CONSIDERATION**

N/A

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#### **Fiscal Impact**

**Cost:** 50,000

**Budgeted (yes or no):** no

**Where Budgeted (department/program):** CCDA

#### **Additional Fiscal Notes:**

\$50,000 will be requested in the CCDA Budget for FY 2014-15. If this request is not adopted as part of the FY 2014-15 budget, no contract will be issued and no CCDA funds will be expended for this program.

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#### **Attachments**

*No file(s) attached.*

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