



City of Tigard
City Center Development Agency Board - Agenda

TIGARD CITY CENTER DEVELOPMENT AGENCY BOARD

MEETING DATE AND TIME: April 1, 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).

SEE ATTACHED AGENDA



City of Tigard
City Center Development Agency Board - Agenda

TIGARD CITY CENTER DEVELOPMENT AGENCY BOARD

MEETING DATE AND TIME: April 1, 2014 - 6:30 p.m.

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

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. APPROVE CITY CENTER DEVELOPMENT AGENCY MINUTES **6:35 pm estimated time**
 - February 4, 2014 CCDA Minutes
 - March 4, 2014 CCDA Minutes
3. UPDATE FROM CITY CENTER ADVISORY COMMISSION **6:40 pm estimated time**
4. PREVIEW DOWNTOWN PUBLIC SPACE PRESENTATION **6:50 pm estimated time**
5. UPDATE ON TARGETED IMPROVEMENT PROGRAM FUNDED PROJECT **6:55 pm estimated time**
6. DISCUSS PROCEEDING WITH A VERTICAL HOUSING DEVELOPMENT ZONE **7:05 pm estimated time**
7. NON AGENDA ITEMS **7:35 pm 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.
8. ADJOURNMENT **8:00 pm estimated time**

AIS-1716

2.

CCDA Agenda

Meeting Date: 04/01/2014

Length (in minutes): Consent Item

Agenda Title: Approve City Center Development Agency Board Minutes

Submitted By: Cathy Wheatley, Administrative Services

Item Type: Motion Requested

Meeting Type: Consent Agenda - Approve Minutes

Public Hearing: No

Publication Date:

Information

ISSUE

N/A

STAFF RECOMMENDATION / ACTION REQUEST

N/A

KEY FACTS AND INFORMATION SUMMARY

Approve City Center Development Agency Minutes for:

January 7, 2014

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

N/A

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A

Attachments

February 4, 2014 CCDA Minutes

March 4, 2014 CCDA Minutes



City of Tigard

City Center Development Agency Meeting Minutes –
February 4, 2014

TIGARD CITY CENTER DEVELOPMENT AGENCY BOARD

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

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

1. CITY CENTER DEVELOPMENT AGENCY BOARD MEETING

- A. At 6:34 pm Chair Cook called the meeting to order.
- B. Deputy City Recorder Krager called the roll.

	Present	Absent
CCDA Director Buehner		✓
CCDA Director Henderson		✓
CCDA Director Snider	✓	
CCDA Director Woodard	✓	
CCDA Chair Cook	✓	

- C. Chair Cook called for any Non Agenda Items – None.

2. APPROVE CITY CENTER DEVELOPMENT AGENCY MINUTES

Director Snider moved for approval of the January 7, 2014 minutes. Director Woodard seconded the motion. The motion passed.

	Yes	No
CCDA Director Buehner		absent
CCDA Director Henderson		absent
CCDA Director Snider	✓	
CCDA Director Woodard	✓	
CCDA Chair Cook	✓	

**TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING
MINUTES – February 4, 2014**

3. DISCUSS PROPOSED CCDA CALENDAR TOPICS FOR 2014

Community Development Director Asher said the proposed calendar was created in response to a request at the January CCDA meeting. Redevelopment Project Manager Farrelly developed a list of monthly topics for the Board to explore. These are concepts and programs staff is working on and the idea is that the Board will be involved in a different way with discussions on new ideas that are “uncooked” and require more work.

Community Development Director Asher said working together on these topics will help the CCDA Board gain greater knowledge and appreciation of what staff is doing. He said thoughts and ideas will come to the CCDA for discussion earlier in the process rather than being first filtered through the CCAC and then presented to CCDA after considerable vetting. He said the Board will engage in a monthly forum to discuss topics on a working level and staff will check in with the CCAC on policy or practical questions as needed.

Upcoming topics include a new program idea in March that is similar to the façade improvement program. It incentivizes property owners to improve their downtown property appearance with more attractive landscaping. Economic Development Manager Purdy is working on several downtown projects, i.e., vertical housing tax credit. In August the CCDA Board will talk about the Tigard Downtown Alliance becoming an urban renewal partner with the city. Mr. Asher said these are the topics of substance in the urban renewal work program. Community Development Director Asher said Director Snider requested a discussion on plaza space and Michelle Reeves will be invited in to discuss this.

Director Snider asked how the discussions would be characterized and how to evaluate success. Community Development Director Asher said the advantage of this approach would be that the Board would have early input on proposed courses of action to guide progress. Then, when it is time for formal CCDA approval, the likelihood of a “yes” vote by Board members is increased.

Director Woodard asked for a discussion on downtown circulation, noting that it is part of a larger conversation that includes areas outside the urban renewal district. He expressed concern that circulation discussions about North Dakota and Tiedeman, for example, are seen as a separate issue from Ash Avenue and the downtown, yet they are related. Executive Director Wine said the greater discussion of circulation on North Dakota/Greenburg/Tiedeman is scheduled for future council discussion but will also carry over into CCDA meetings. She said staff does not view them as separate issues.

Community Development Director Asher said the April discussion on downtown public spaces will include talking about the relationship between the density of people and cars in a successful urban public space. Director Woodard suggested another foot traffic count be completed. He said he walks in Tigard every day and noticed the trail traffic has increased dramatically since 2008. More walkers and bike riders are coming through the downtown as trail connections are made. He said he wanted the downtown businesses to be ready to attract and serve this traffic as it will continue to increase as the city follows its mission to create connections.

TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING MINUTES – February 4, 2014

Redevelopment Project Manager Farrelly said these topics are in addition to executive sessions and regular items for the CCDA including an upcoming joint meeting with the CCAC to discuss their annual goals.

4. DISCUSS URBAN RENEWAL IMPLEMENTATION WITH CCAC CHAIR AND VICE-CHAIR

Redevelopment Project Manager Farrelly introduced CCAC Chair Murphy and Vice Chair Arendes who were present to follow up on earlier discussions held about the role of the CCAC. He said their 2013 annual report was forwarded to the CCDA in November but distributed a copy tonight to aid in the discussion. A copy of the *2013 Annual Report, of the City Center Advisory Commission to the City Center Development Agency* has been added to the packet for this meeting.

Director Snider asked if the CCAC had goals separate from the CCDA and City Council. Executive Director Wine said every year boards and commissions are asked to hold a dialog to give input when council sets its goals.

CCAC Chair Murphy said that the CCDA undertook a fundamental examination of the role of the CCAC and he thought it appropriate to check in with the board. He asked if there were any questions or comments about the 2013 annual report. There were none. He said Director Snider touched on a key point he wished to discuss: The CCDA's decision reexamine the functions of the CCAC. He said he believed there is room for improvement in the goal coordination between CCAC and CCDA. He said the calendar discussed in the previous agenda item is most welcome and is a building block for the CCAC's work plan for the upcoming year. He said he wants the CCAC to serve the needs of the CCDA in the most effective and efficient way possible and suggested that it might be desirable for the board to receive CCAC input prior to discussing some of the topics. He said the topics on the calendar may trigger work the CCDA wants to delegate to the CCAC and this is also welcomed by them, as they want to contribute to preparation and implementation of some of these items.

CCAC Chair Murphy offered some themes he hoped the CCDA and CCAC can work on for the urban renewal district this year:

- Collaboration - He fears the silo effect. He wants the CCAC working closely and in sync with the CCDA. A discussion should be held on how to use skills the city already has with in-house staff for implementation of the urban renewal plan. He recommended identifying the roles of the CCDA, staff, CCAC and occasional consultants; these roles are complementary but different.
- Leverage - Leverage is using a little bit to get a lot more and create a bigger impact. The most obvious example is finding outside funding sources to

TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING MINUTES – February 4, 2014

complement the urban renewal bonding capacity. He said another type of leverage is people power, and in one sense the CCAC members can be viewed as leverage for the CCDA. He hopes the CCAC can extend the reach of the CCDA. There is a pool of talent in Tigard that has not been tapped and many who are unable to serve a two-year term might commit to a three- or six-month term. Their contributions need not be lost. He said he will ask former CCAC volunteers to return and help with their efforts.

- Public/Private Interface - A viable, effective downtown organization has been a top-tier priority. The Tigard Downtown Alliance may be filling that role. He said he wanted to focus on what can only be done by the city. Also, what belongs only in the realm of the private sector? Where do the public/private join to complement each other? What are the strengths of each? CCAC Chair Murphy suggested the CCAC may have been trying to fill the role of a downtown organization and he questioned whether that was the best use of their time and energy.

Vice Chair Arendes said she viewed the CCAC's charge as broader than being a business advocate and is excited about the TDA's progress. She said as the TDA steps up, perhaps the CCAC can step back and concentrate resources in other places. She said she looks forward to receiving more direction on what those should be and sees the calendar as a great tool for better communication.

Director Snider asked if they wanted any deliverables from the CCDA. CCAC Chair Murphy said there were. He said he or Vice Chair Arendes will attend every CCDA meeting. If there is something that the CCAC can do, starting with the March topic, he wants to know. Director Snider said whether or not the CCAC thinks something is a good idea is valuable information and he suggested a 3-5 minute CCAC summary on each of the calendar topics. Chair Cook suggested CCAC use the proposed CCDA agenda topic calendar to schedule the same topics a month before the CCDA discussion so CCAC input can be considered by the CCDA.

Director Woodard said he was favorable to that strategy but would take it one step further. He suggested inviting a TDA representative to attend if the topic affects downtown businesses or a PRAB member if a plaza space discussion is scheduled. Director Snider agreed and said a private/public integration balances the thinking process. Chair Cook suggested the TDA Downtown Dialogs would be an appropriate venue for some topics.

CCAC Chair Murphy said he wants to know when they meet the CCDA's needs and especially when they do not. He said their goal is to provide the CCDA with information and support to give Tigard the best downtown.

TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING MINUTES – February 4, 2014

5. DOWNTOWN MIXED USE DEVELOPMENT PROJECTS PRESENTATION AND DISCUSSION

Community Development Director Asher displayed the urban renewal agency project bubble chart and indicated the importance of the two redevelopment sites and how they are linked. He introduced regional development consultant John Spencer who will manage the project due to its complexity.

Redevelopment Project Manager Farrelly said Tigard was awarded a Metro CET grant for community planning for two downtown housing and mixed use development projects. One site is the existing public works yard and another site is being pursued by the developer, George Diamond Properties. Tigard is evaluating developing housing on the Ash Avenue site and possible mixed use on the other site.

He said an intergovernmental agreement with Metro has been signed. A memorandum of understanding with George Diamond Properties has been signed. This MOU states expectations for the project. A Phase III environmental assessment was completed on the public works yard which used to be a waste water treatment plant. It came back with no major problems flagged. He said the city is completing a survey and an appraisal is in progress. Similar work will be done on the second site once it is identified. He showed slides of the 3.2 acre public works site that has about 2.7 acres available for development. It fronts the Fanno Creek Park with a trailhead nearby. The dog park is next door and developers said a dog park is an attractive amenity. The city has invested in Burnham Street improvements and Main Street services and amenities are only a five-minute walk from this site. Public works has offices and materials storage on this site.

Executive Director Wine said the interim solution is to move the public works shop operations at Ash Avenue to the public works building on Burnham Street. Director Snider asked how many city staff FTE's are located there and Executive Director Wine said there were 40. Community Development Director Asher said the Public Works Department is actively searching for an alternative location.

Consultant Spencer gave a process overview and identified what information will be returning to the CCDA and the developer for decision making. He said the MOU gives the developer the opportunity to acquire the city site within a certain time period but they also must identify and control another site. Efforts are being made to get two developed sites in play. The developer has until the end of February to secure the second site. If they do not, the city can find another development partner. Director Snider clarified that the city is using an attractive city-owned site as leverage to catalyze another site. Consultant Spencer agreed and said the goal is to have at least one project under construction by 2017. Community Development Director Asher said another leverage point is securing a developer. Consultant Spencer said this developer is already active in this community and has made investments so there is an advantage to working with him. He said this project is already a public/private partnership in the pre-development stage with the Metro CET grant, urban renewal agency funding on the public side and the and the developer's responsibilities on the private side. These include design services, financial analysis and any costs associated

TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING MINUTES – February 4, 2014

with tying up the second site. The CET grant will pay for environmental reports, a survey and appraisal for the second site. Technical studies will give the city and developer information to determine whether to move forward. If this does not work out, the question will be how to fill the gap with public funding.

Consultant Spencer said the staff report contains a list of criteria the CCAC identified to consider when making decisions regarding the redevelopment of the public works yard. He suggested additional criteria:

1. If there is public investment in making these projects work, are they warranted given the long-term tax base impacts?
2. If the city makes investments to support the private development, are they catalytic enough to stimulate additional private investments downtown?
3. Are these investments necessary to achieve the longer-term goals of the urban renewal district?

Director Snider said he would like to review these CCAC criteria again when the time for the CCDA to make decisions on the public works yard gets near.

Director Snider asked how certain the CCDA will have to be before committing to this. Consultant Spencer said it will be a judgment, not a yes or no answer.

Director Woodard said it is all contingent upon how much risk to take. The city should work in a collaborative mode with private sector partners. Consultant Spencer said going through this exercise will give the city a track record as a good partner and this has value.

Community Development Director Asher said this will be a public process and when concept designs and drawings are ready they will be shown to the CCAC and at open houses. A test will be whether the city receives more phone calls from developers. Getting something built will change the way Tigard is viewed. We need to demonstrate that we can do this.

6. NON AGENDA ITEMS –There were none.

- CCDA EXECUTIVE SESSION

At 8:03 pm Chair Cook read the citation for an executive session called under 192.660(2) (e) to discuss real property negotiations. The executive session ended at 8:34 pm.

TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING MINUTES – February 4, 2014

7. ADJOURNMENT

At 8:34 pm Chair Cook announced that the CCDA was out of Executive Session. Director Woodard moved for adjournment. Director Snider seconded the motion and all voted in favor.

	Yes	No
CCDA Director Buehner		absent
CCDA Director Henderson		absent
CCDA Director Snider	✓	
CCDA Director Woodard	✓	
CCDA Chair Cook	✓	

Deputy City Recorder, Carol A. Krager

Attest:

CCDA Chair, John L. Cook

Date

**TIGARD CITY CENTER DEVELOPMENT AGENCY MEETING
MINUTES – February 4, 2014**



City of Tigard
City Center Development Agency Board - Agenda

TIGARD CITY CENTER DEVELOPMENT AGENCY BOARD

MEETING DATE AND TIME: March 4, 2014 - 6:30 p.m.
MEETING LOCATION: City of Tigard - Town Hall
 13125 SW Hall Blvd., Tigard, OR 97223

1. CITY CENTER DEVELOPMENT AGENCY BOARD MEETING

A. Chair Cook called the meeting to order at 6:31 p.m.

B. Roll Call:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Chair Cook	✓	
Director Henderson	✓	
Director Buehner	✓	
Director Snider	✓	
Director Woodard	✓	

C. Call to CCDA Board and Staff for Non Agenda Item – Executive Director Wine advised there is one non-agenda item regarding the CCDA work plan for parking strategy implementation. Redevelopment Project Manager Farrelly reviewed the following, referring to several slides illustrating his comments:

- A review of a proposed parking strategy implementation work plan. In 2011 Consultant Rick Williams provided recommendations to better manage the on-street and off-street parking resources in the downtown.
- Since 2011, some of the recommendations of the parking strategy were implemented; i.e., completion of the Burnham Street parking lot, input to the green street parking design (clearly marking parking spaces and standardizing signage on Main Street).
- As the Main Street/Green Street project was further refined, a few parking spaces were going to be lost to make room for some of the other improvements.
- Staff has come up with a work plan to further refine many of Mr. Williams’ recommendations for a parking strategy.
- The Burnham Street parking lot is now signed to note a two-hour parking time limit. This lot is designated for customer parking. There is consideration being

TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014

given to permit parking for employees of downtown businesses. Another option is to encourage shared parking for employees. There are a number of private parking lots in the downtown and many of them are not being used to capacity. In response to a question from Director Snider, enforcement issues are acknowledged and under review since the Police Department does not have the staffing to enforce parking. Redevelopment Project Manager Farrelly advised that since the posting (just this week) of the two-hour parking limitation, usage of the lot has declined. Perhaps some police enforcement is attainable for periodic parking enforcement activity. In the long term the Tigard Downtown Alliance (TDA) could play a role in enforcement. There are business enterprises that offer parking enforcement services. After meetings with business people, staff will bring recommendations to the CCAC, TDA and the CCDA regarding parking.

- There are opportunities for parking in the area behind Café Allegro. Staff has had some discussions with the property owners (Cach and Capistrano families) about a partnership to pave, stripe and light this area. Discussions have not progressed very far.
- Director Henderson noted the parking at the WES station appears to be full on a regular basis. Redevelopment Project Manager Farrelly said it would be interesting to find out if the parking is comprised of mostly commuter rail riders.
- Executive Director Wine advised the purpose of this agenda item is inform the CCDA board of the parking strategy work plan. Redevelopment Project Manager Farrelly said this is an agenda item for the CCDA June meeting.

2. DISCUSS URBAN DESIGN - STROLLING STREET (Proposal for a program to improve private landscaping areas on Main Street.)

Redevelopment Project Manager Farrelly said this is a new program to further improve Main Street and implement the city's strategic plan. The proposal is intended to make Main Street a destination for shopping and strolling.

Redevelopment Project Manager Farrelly reviewed a PowerPoint slide presentation during his report to the CCDA. Comments included:

- Main Street has the potential to be the best “walking street” in the city and will further the city's strategic plan to become *the most walkable community in the Pacific Northwest where people of all ages and abilities can enjoy healthy and interconnected lives.*
- Main Street can attract pedestrians with a comfortable and safe walking experience. Redevelopment Project Manager Farrelly referred to improvements made possible by the façade improvement program. When the Main Street/Green Street project is completed, there will be a vastly improved right of way in the downtown providing safe pedestrian crossings, street lights, landscaping, street trees, public art and street furniture.

TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014

- There are many areas of private landscaping that have not been maintained and are in need of some improvements.
- Nice landscaping is powerful and has a large potential to shape the pedestrian experience.
- A Portland Community College student intern (architectural drafting) did some work for the city focusing on private landscaped areas in downtown. Redevelopment Project Manager Farrelly referred to drawings and slides showing the student's work.
- There are a lot of buildings on Main Street where the structure is not closely abutting the sidewalk. Many of these areas are under private control (not public right of way).
- Redevelopment Project Manager Farrelly reviewed the slides showing illustrations of conditions of these properties starting at the northeast end of downtown.
- Some areas were noted to be in need of more improvements than landscaping. The shopping area around McDonalds/Rite Aid/Value Village represents a challenge as a variety of people and entities own parts of the complex.
- Chair Cook noted he was in the Sellwood area recently and he saw places where parking spots were being used for fenced-off outdoor dining areas.
- Redevelopment Project Manager Farrelly's illustrations included properties where owners spent a lot of time and energy maintaining the landscaping.
- There are several areas with a significant amount of square footage that could be utilized for outdoor spaces, mini plazas and landscaping.
- Through the Main Street/Green Street project, areas of private sidewalk were purchased by the city and are now publicly owned.
- Examples of good strolling street designs with attractive landscaping can be found in the downtown.
- There are opportunities for several semi-public areas for seating and providing space for outdoor entertainment; i.e., musicians. There was discussion on the types of structural amenities that might be possible including awnings or umbrellas.
- The purpose of the strolling street design would be to address landscaping, pavement finishes and street furniture. Roofs and retractable awnings would not likely be an element of this type of design program. Pedestrian experience improvements would be the first focus to incentivize businesses to make investments in their outside areas. The urban renewal budget cannot address all of the improvements needed. Community Development Director Asher advised when compared to the cost for building structures, the "bang for the buck" with improved landscaping is enormous.
- Redevelopment Project Manager Farrelly reviewed elements of the proposed strolling street urban design project:
 - Four leading landscape architect firms were interviewed and the proposed program is based on this feedback. The proposal includes:
 - An incentive monetary contribution that would pay for up to 80 percent of the improvement to encourage participation.

TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014

- Still to be determined is whether the program would provide for a reimbursement process (similar to the façade improvement program) or if the city would pay upfront with the property owner also making a contribution. Staff will work with the city attorney to limit the city's liability.
- The CCAC reviewed the strolling street proposal on February 12 at which time they approved the concept and requested to be kept informed as the details progress.
- CCAC Chair Tom Murphy advised the CCAC reviewed the proposal on a conceptual level. Members commented that this represented an opportunity to advance the public/private partnership not only in the funding/design stage but also in the use stage. Outdoor space is susceptible to public as well as private use. In some situations, it might be worth exploring whether there would be a good trade-off for expenditure of public dollars if some kind of public use is possible. Also, CCAC members acknowledged that the cost-share (80 percent urban renewal funds/20 percent private funds) proposal is different from the façade improvement program, primarily because of the ongoing maintenance expenditures to be borne by the property/business owners. Generally, the façade improvement program represents upgrades that will stand in place for a period of years, while landscaping would require ongoing active maintenance. How this maintenance component is incentivized is one of the details that will be interesting to address. The overall sentiment of the CCAC regarding this proposal is extremely positive.
- In response to a question from Director Buehner, CCAC Chair Murphy advised there was no discussion with regard to addressing maintenance through the TDA. The CCAC was looking at the proposal from a conceptual standpoint to determine whether it was an idea worth pursuing.
- Redevelopment Project Manager Farrelly said staff is considering that, in exchange for participating in the program, a five-year maintenance agreement is to be signed.
- Community Development Director Asher commented that he believes immediate participation will likely be on a small scale. Success stories might lead to larger-scale endeavors.
- If the CCDA board approves of the concept of a strolling streets program, continued conversations will be held with owners of key properties regarding their interest in participation.
 - The next step would be to hire a landscape architect firm to analyze existing conditions and to look at opportunities along the length of Main Street. The firm would complete conceptual designs of several areas and make suggestions for paving, planters, landscaping, lighting, benches, signage, etc.
 - The architect firm would be asked to suggest a family of materials. Not every property would have identical landscaping, but a similar theme would be encouraged to run for the entire street.
 - The architect firm would also estimate how much the improvements would cost, which will help with the next step to identify the first project(s).

**TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014**

- Staff would like the architect firm to stay involved to assist with the bidding and construction administration.
- In response to a comment by Director Buehner, Redevelopment Project Manager Farrelly agreed that consideration should be given regarding who should be required to sign the maintenance agreement contract – the business owner and/or the property owner. Director Snider pointed out that business owners are more apt to move on and Redevelopment Project Manager Farrelly said that this might be why it would be more appropriate to have the property owner sign the maintenance agreement.
- Former CCAC member Elise Shearer commented that she is aware of a property owner who is interested in this program. She asked if it was possible if a person owns a collection of properties on Main Street but does not own one key piece, could the city help negotiate a long-term lease of that space (transferable upon property sale) to allow a section of the contiguous properties to be improved under the program. Community Development Director Asher commented that when the time comes to solicit for projects in August or September, he hopes there is a lot of interest in the program and the city can select the best project(a) as pilot(s). The goal is to select a project(s) that has great visibility and creates the best public space. The first objective is to determine the level of interest to participate in the program and from there it is hoped that the city will be in the position to pick from a number of applicants for the first round of improvements. Then, additional projects could be picked up for next summer.
- Redevelopment Project Manager Farrelly gave CCDA board members a handout, which will be used to publicize the program.
- In response to a comment from Director Henderson, Redevelopment Project Manager Farrelly explained the façade improvement program covered some landscape improvements. It was determined to be a good idea to look at the whole of Main Street for a more coordinated exterior area design. Artwork might also be an interesting component for landscape improvements. Grants might be available for artwork.
- Staff will request \$65,000 in next fiscal year’s budget for the pilot effort for up to two projects.
- Community Development Director Asher said once there are interested property owners, key sites will be considered for the program.
- Director Henderson noted he attended a recent session on successful redevelopment programs. It is important that all windows in the area contain displays making it a pleasant experience to walk by. In many cases, historic pictures or other types of photos were placed in windows, including vacant stores.
- Director Buehner referred to an artwalk hosted by the City of Toledo on Labor Day Weekend where well-known artists’ works are on display throughout the community.
- Executive Director Wine said the Tigard Chamber Director advised her that a downtown artwalk event is being planned and is also under discussion by the TDA.
- Redevelopment Project Manager Farrelly noted the city has developed a relationship with PCC, so additional intern assistance might be available for future projects.

TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014

3. NON AGENDA ITEMS

At 7:13 p.m., Chair Cook announced the Executive Session as follows:

- EXECUTIVE SESSION: The CCDA will enter into an executive session in the Red Rock Creek Conference Room 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. The CCDA Board will adjourn at the end of the Executive Session.

4. ADJOURNMENT – 7:46 p.m.

Motion by Director Buehner, seconded by Director Woodard, to adjourn the meeting.

The motion was approved by a unanimous vote of CCDA board members present.

Chair Cook	Yes
Director Buehner	Yes
Director Henderson	Yes
Director Snider	Yes
Director Woodard	Yes

Catherine Wheatley, City Recorder

Attest:

Chair, City Center Development Agency

Date:_____

**TIGARD CITY CENTER DEVELOPMENT AGENCY
MEETING MINUTES – March 4, 2014**

AIS-1702

3.

CCDA Agenda

Meeting Date: 04/01/2014

Length (in minutes): 10 Minutes

Agenda Title: Update from City Center Advisory Commission

Submitted By: Sean Farrelly, Community
Development

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

Public Hearing: No

Publication Date:

Information

ISSUE

The Chair of the City Center Advisory Commission will introduce new CCAC members to the Board and talk about his view of the potential impact of Ballot Measure 34-210 on Downtown.

STAFF RECOMMENDATION / ACTION REQUEST

No action is requested.

KEY FACTS AND INFORMATION SUMMARY

Two new voting members (Richard Shavey and Henry March) and one alternate (Lynn Scroggin) were appointed to the City Center Advisory Commission on March 11. These members have been invited to the CCDA Board meeting to be introduced.

The Chair of the CCAC, Tom Murphy, will also talk about his view of the potential impact of Ballot Measure 34-210 on Downtown plans.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

City Center Urban Renewal Plan

DATES OF PREVIOUS COUNCIL CONSIDERATION

March 11, 2014, Council appointment of new CCAC members

Attachments

No file(s) attached.

AIS-1701

4.

CCDA Agenda

Meeting Date: 04/01/2014

Length (in minutes): 5 Minutes

Agenda Title: Preview Downtown Public Space Presentation

Submitted By: Sean Farrelly, Community Development

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

Public Hearing: No

Publication Date:

Information

ISSUE

Preview May 6 Downtown Public Space Presentation by Michele Reeves.

STAFF RECOMMENDATION / ACTION REQUEST

Provide feedback on proposed presentation outline.

KEY FACTS AND INFORMATION SUMMARY

On May 6, advisor Michele Reeves is scheduled to give a presentation and lead a discussion with the Board of the CCDA titled "Public Spaces: It's Not Just "Build It and They Will Come!"

The presentation will be highlighted throughout with examples of successful and unsuccessful public space implementation from across the country, particularly focusing on small downtown, commercial, and Main Street settings. The proposed outline for this presentation is as follows:

- I. What Is Public Space?
- II. What Makes Public Space Successful?
- III. Review Mechanics of Plazas and Squares
- IV. Review Mechanics of Green Spaces
- V. Review Mechanics of Hybrid Spaces
- VI. Impact of Public Spaces in Commercial Districts
- VII. Phasing Public Space Development
- VIII. Leveraging Public Space for Economic Development Goals

The presentation will reflect current activities in Downtown and also touch on the potential for public space and trail connections in an area adjacent to Max's Fanno Creek Brewpub.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

City Center Urban Renewal Plan

Council 2014 Goal: Downtown: Continue Downtown Plaza Site acquisition and design approval (contingent on site acquisition).

DATES OF PREVIOUS COUNCIL CONSIDERATION

August 9, 2011

Attachments

No file(s) attached.

AIS-1700

5.

CCDA Agenda

Meeting Date: 04/01/2014

Length (in minutes): 10 Minutes

Agenda Title: Update on Targeted Improvement Program Funded Project

Submitted By: Sean Farrelly, Community Development

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

Public Hearing: No

Publication Date:

Information

ISSUE

Receive Update on Targeted Improvement Program Funded Project- Jeffrey Allen Home & Garden

STAFF RECOMMENDATION / ACTION REQUEST

No action requested, progress update

KEY FACTS AND INFORMATION SUMMARY

On August 20, 2013 the Board of the City Center Development Agency awarded a matching Targeted Improvement Grant to Jeffrey Allen Home & Garden, a unique small business with a strong commitment to good urban design and an ability to attract new customers and visitors to Downtown. Urban Renewal investment includes the \$75,000 TIP matching grant and a \$25,000 facade improvement matching grant. Jeffrey Allen estimates their investment to be at least \$330,000. The prospect of having this one-of-a-kind business relocate to Downtown Tigard advances many of the city's economic development and redevelopment goals.

The Jeffrey Allen project had an extended timeline for relocation in order for the business to complete the lease at their present location (the WinCo shopping center). The business plans to open the new location at 12460 SW Main Street in mid-July 2014. Significant progress has been made on the project, including interior framing, electrical, HVAC, and plumbing. Site work for a 700 foot sunroom addition and a fenced outdoor display area is underway. The final facade work including new awnings, signage and artwork is scheduled to be completed in the next couple of months.

OTHER ALTERNATIVES

No action requested.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

City Center Urban Renewal Plan

DATES OF PREVIOUS COUNCIL CONSIDERATION

August 20, 2013: Resolution awarding Targeted Improvement Program grant to Jeffrey Allen

Attachments

Jeffrey Allen Facade Plans



CONCEPT RENDERING - VIEW FROM NORTH

PROJECT DESCRIPTION

This building facade improvement includes window modifications, awnings, paint, signage, exterior lighting, a steel fence, gates, and a CMU wall.

PROJECT CONTACTS

OWNER

7295 SW Dartmouth St
Portland, OR 97223
(503) 969-7199

Peter Luong
jeffreyalenhg@frontier.com

CITY OF TIGARD COMMUNITY DEVELOPMENT

13125 SW Hall Blvd
Tigard, OR 97223
(503) 718-2420

Sean Farrelly
sean@tigard-or.gov

FACADE IMPROVEMENT ARCHITECT

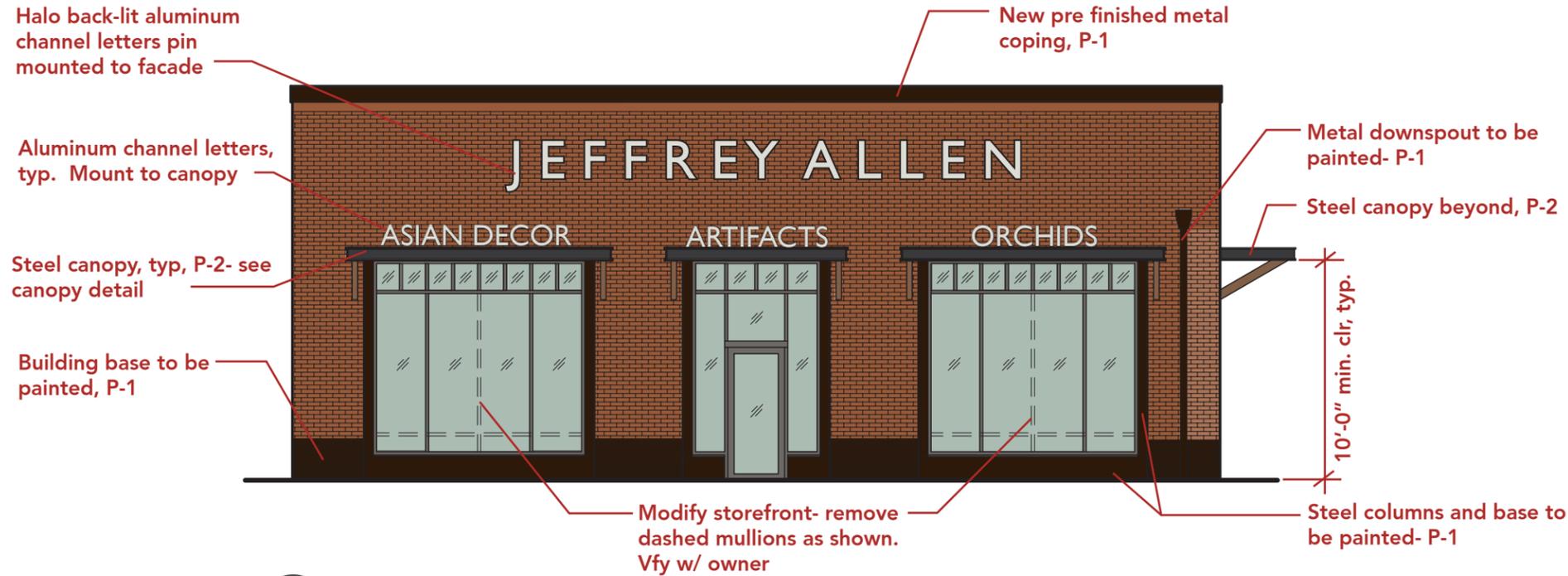
DECA Architecture Inc.
935 SE Alder St.
Portland, OR 97214
(503) 239-1987

Shem Harding
harding@deca-inc.com

GENERAL NOTES

1. Illustrations and drawings provided for reference only, field verify all dimensions and conditions
2. Contractor responsible for obtaining all required permits and approvals including building permit and design review approval
3. Clean and adequately prepare all surfaces to be painted
4. New paint at locations noted
5. Provide paint color draw downs and brush-outs of each color on the building for owner review prior to painting



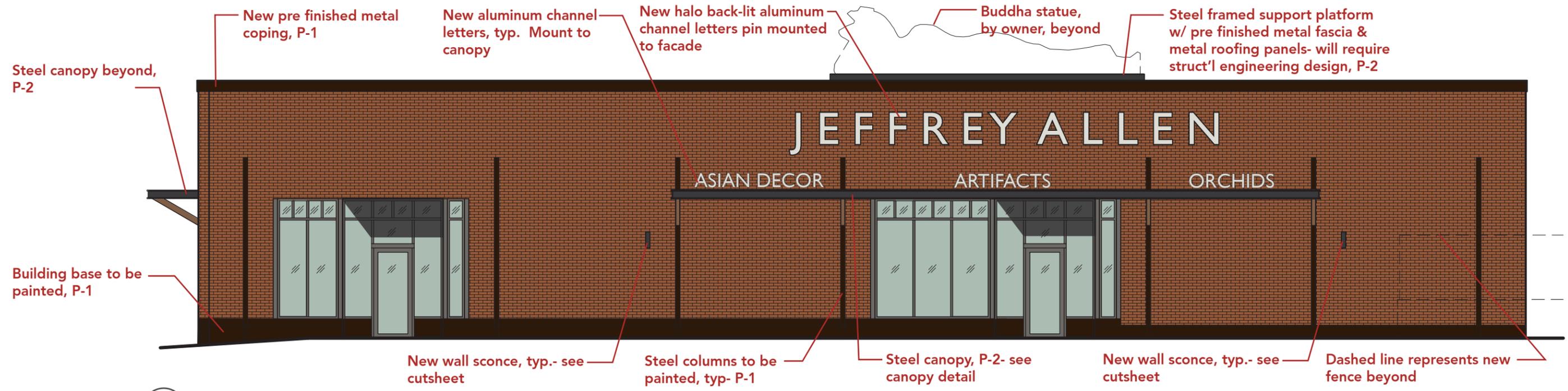


A NORTH ELEVATION

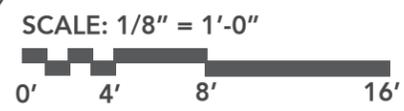
FINISH SCHEDULE

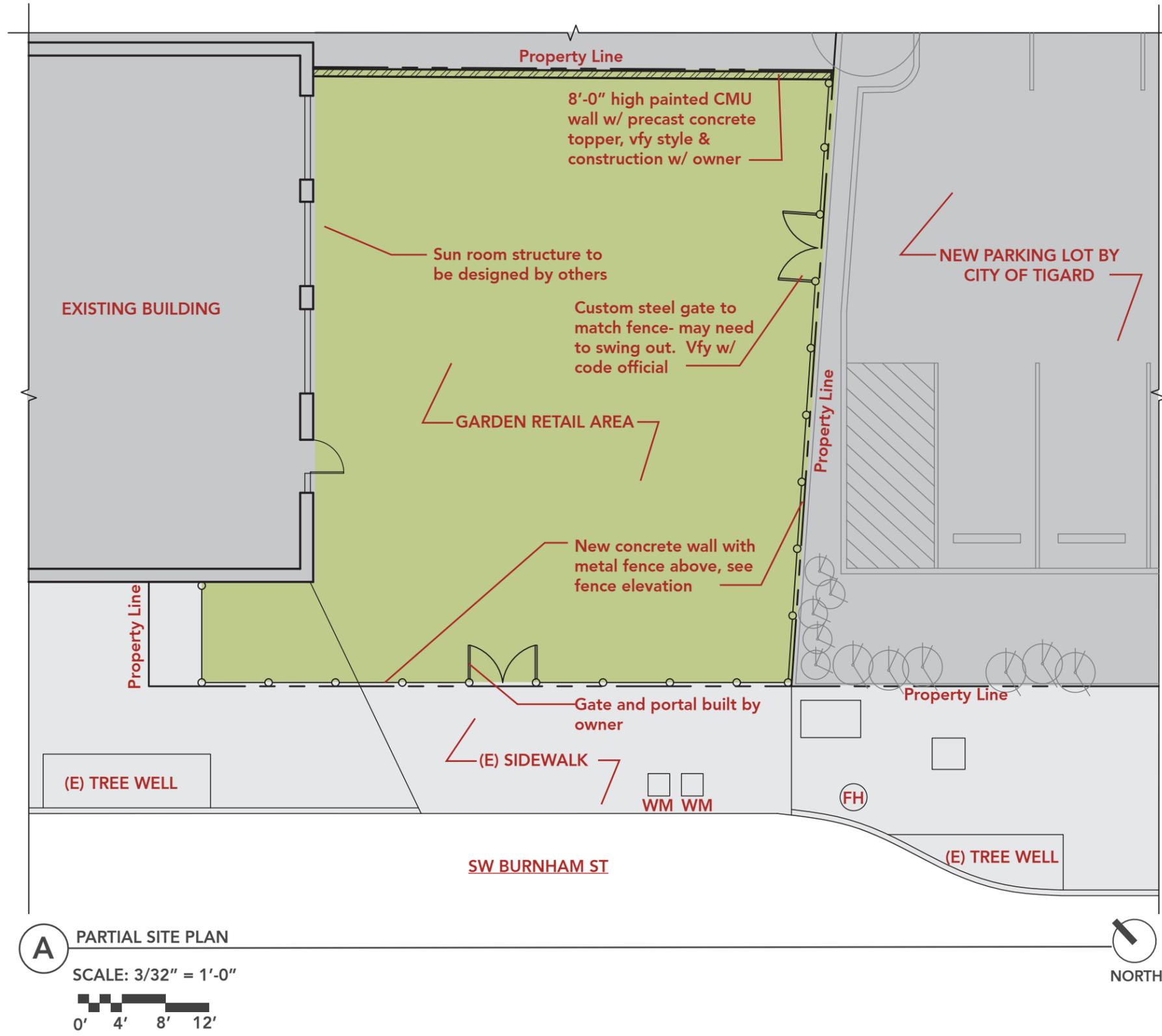
CODE	DESCRIPTION
P-1	Base, Coping, Steel Columns Color: Benjamin Moore, Color Preview, 2112-10, mink
P-2	Canopies Color: Sherwin Williams, 7069, Iron Ore

NOTE: proposed improvements require engineering analysis

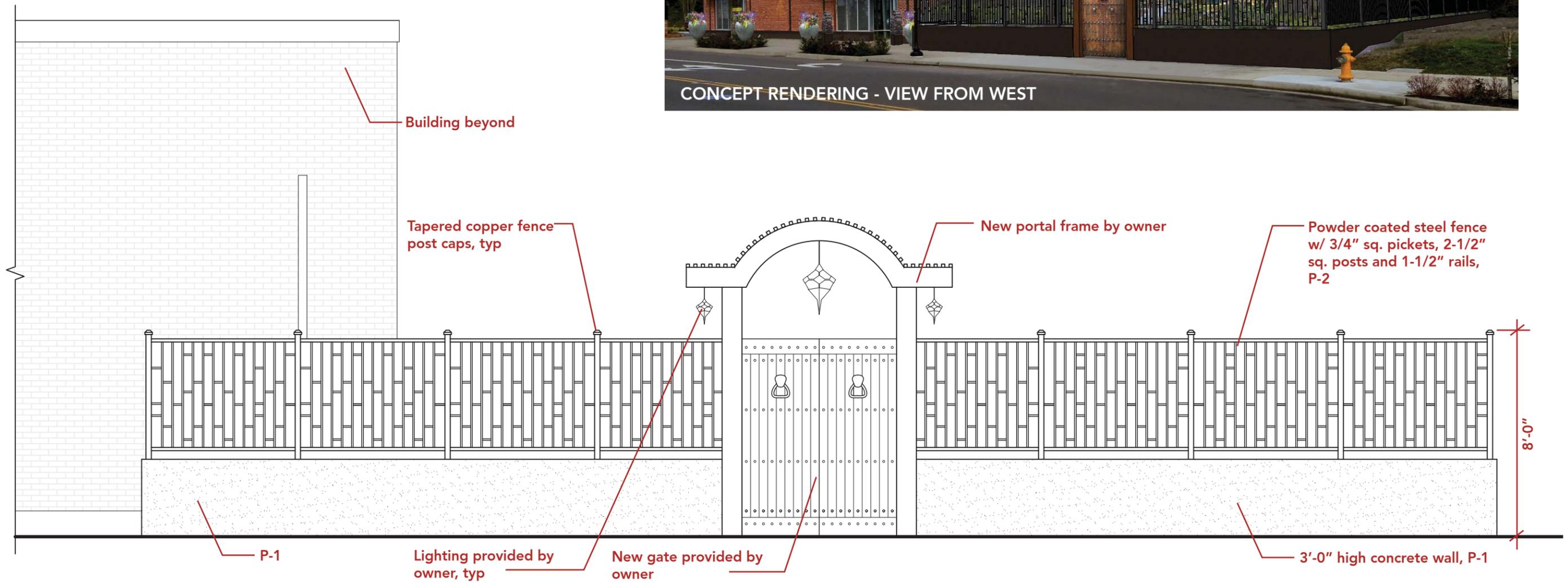


B WEST ELEVATION





A PARTIAL SITE PLAN
SCALE: 3/32" = 1'-0"
0' 4' 8' 12'



A WEST ELEVATION

SCALE: 1/4" = 1'-0"



AIS-1693

6.

CCDA Agenda

Meeting Date: 04/01/2014

Length (in minutes): 30 Minutes

Agenda Title: Vertical Housing Development Zone

Submitted By: Lloyd Purdy, Community
Development

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

Public Hearing: No

Publication Date:

Information

ISSUE

The City of Tigard's economic development program focuses on **Groundwork, Business Assistance** and **Innovation** to encourage private sector investment in the City of Tigard. *Groundwork* includes working with partners - like private sector developers and the State of Oregon - to create the places that will serve Tigard's businesses, workforce, and our residents. *Business Assistance* includes the creation of relationships, projects and programs that encourage and leverage private sector investment by entrepreneurs and business owners in order to grow Tigard based businesses, increase employment, and showcase a business friendly environment. *Innovation* includes problem solving using a range of tools.

A Vertical Housing Development Zone (VHDZ) is an economic development tool that is consistent with the fundamentals of our economic development strategy. It leverages and induces private sector investment. A VHDZ results in development that supports commercial activity for restaurants, retailers and professional offices along with housing for residents (our workforce), and it requires collaboration with state and private sector partners.

The Board of the City Center Development Agency will consider the creation of a Vertical Housing Development Zone (VHDZ) in the Urban Renewal District and potentially the Tigard Triangle. If the Board is in favor of the program, the City Council can designate a zone through formal resolution at a subsequent meeting. A proposal will then be made to the state's Housing and Community Services office.

STAFF RECOMMENDATION / ACTION REQUEST

A Vertical Housing Development Zone encourages private sector investors and developers to add residential capacity above first floor commercial uses in targeted parts of the City. This results in a mix of commercial and residential activities that can be mutually supportive. A VHDZ is one tool used with other programs like an urban renewal district and existing land use classifications to incentivize early phase mixed-use projects in designated areas of the City.

Staff recommends authorization of the designation of a Vertical Housing Development Zone consistent with state requirements that encompasses downtown Tigard and includes the Tigard Triangle.

KEY FACTS AND INFORMATION SUMMARY

State enabling legislation allows municipalities to adopt a Vertical Housing Development Zone to encourage the private sector to build higher-density mixed-use development (first floor commercial with residential above) in targeted areas of a city. The reduction of a portion of property taxes for a defined period of time can improve the financial feasibility of a mixed use project -- particularly in markets where lower rents might not support the cost of new construction.

The City may designate a Vertical Housing Development Zone by applying to the State of Oregon Housing and Community Services Department (OHCS). Qualified new development projects within a Vertical Housing Development Zone are eligible to receive a 10-year property tax abatement on the value of new construction for up to 20% per residential floor (for the first four floors above a commercial ground floor). Total property tax abatement of the new construction is limited to no more than 80%.

- Projects are certified through State OHCS.
- Tax abatements are applied only to the value of the building, not the land.
- An additional partial property tax exemption on the land may be given if some or all of the residential housing is designated as affordable housing (80 percent of area median income or below).
- The Zone must be in a qualifying area defined by the City, consistent with state criteria.
- Each project is provided with the abatement for a maximum 10-year period if applications are approved before January 2016 (under current legislation).
- Abatement applies to all taxing jurisdictions. Taxing jurisdictions have the option to “opt out” of the zone.

Other communities (Hillsboro, Milwaukie, Gresham and Oregon City) have used VHDZ to encourage mixed-use residential development. The Fourth/Main Project nearing completion in downtown Hillsboro is an excellent example of how this tool facilitates mixed use development in urban infill real estate markets.

OTHER ALTERNATIVES

A Vertical Housing Development Zone, as an overlay on top of existing land use, can be combined with other programs like urban renewal tax increment financing to encourage private investment. A VHDZ is an additional tool in the City's economic development portfolio.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

A Vertical Housing Development Zone is consistent with the Center City Urban Renewal Plan, Comprehensive Plan Goal 15, as well as Goal 9 and 10 of the City's Comprehensive Plan.

Downtown/Urban Renewal

A Vertical Housing Development Zone works with existing land use and the City's urban renewal district to encourage development that supports downtown revitalization. The purpose of the City of Tigard's Comprehensive Plan Goal 15 (Downtown) is to facilitate the transformation of downtown into an urban village. Given existing land use and commercial activity, this will require the addition of both housing and space for new commercial activity located in a walkable context.

Specifically, policy 6 notes the need for a range of new housing options to attract new residents to Downtown (who are both local consumers and part of our work force). Concurrently policy 2 encourages a mix of complementary land uses – higher density residential activity along with retail restaurant, entertainment and services. A Vertical Housing Development Zone is an economic development tool that encourages private sector development for both commercial and residential activity. Development projects successfully qualify as VHDZ projects because they locate commercial activity focused on goods and services with consumers and employees (residents).

Like tax increment financing, a Vertical Housing Development Zone is a tool municipalities in the State of Oregon can use to influence the type of development in a targeted part of the City. Urban Renewal tax increment financing is a targeted tool focused on specific projects. A VHDZ is a more general tool encouraging a development pattern – higher density residential development with first story commercial activity. Combining residential use with commercial first story activity typically creates a more challenging and expensive development program. A VHDZ reduces in part, some of the expense of mixed use development over the early life (first 10 years) of a project.

Tigard Triangle

According to preliminary findings from the Tigard Triangle Strategic Plan, existing zoning in the Tigard Triangle is primarily composed of Mixed-Use Employment (MUE), which permits both commercial and multifamily residential development. Depending upon the results of the Tigard Triangle strategic planning process, this area may see the addition of between 900 and 2,900 potential new dwelling units. Future development in the Triangle is expected to include a mix of housing along with office, retail and/or other amenities integrated into a walkable

neighborhood.

This development pattern provides access to commercial services, housing, and employment within walking distance of one another, while providing access to public transportation and other non-auto modes of travel to minimize single-occupancy vehicle use. Office uses and residential projects will need amenities such as coffee shops, banks, restaurants, dry cleaners, hair salons, etc. to be viable. These amenities must be focused in areas with the greatest visibility and access to patrons (residents).

Including the Tigard Triangle as part of a Vertical Housing Development Zone is one tool the city can use to induce private sector development consistent with the expectations highlighted above. Development that provides capacity for residential activity located above commercial activity creates a marketplace for economic activity, more efficient land use patterns, and “street activating” activity. In the Tigard Triangle, a Vertical Housing Development Zone may be a financial tool that aligns with changes to our land use and design code that encourages higher density residential development in an area of the City where historically regulatory and market forces, have not converged to support this type of private sector investment.

Comprehensive Plan Goal 9 Objectives

A Vertical Housing Development Zone supports the City of Tigard’s Comprehensive Plan Goal 9 economic development objectives by:

- Encouraging efficient development/redevelopment of underutilized commercial land.
- Increasing business and employment opportunities through more intense use of existing commercially viable lands.
- Encouraging retail and commercial activity in appropriately zoned portions of the city, preserving industrial zoned lands for industrial jobs.
- Supporting efficient regional multi-modal transportation for Tigard’s residents in the work force and regional commuters employed by Tigard-based companies by building upon existing fixed rail infrastructure in downtown Tigard.
- Increasing opportunities for higher density housing and employment downtown and in the Tigard Triangle.

A Vertical Housing Development Zone encourages private sector investments that support our work force with housing for residents (employees), first story commercial spaces for businesses and a “market making” proximity that pairs consumers with providers of goods and services.

Comprehensive Plan Goal 10: Housing

A Vertical Housing Development Zone also supports the objectives of the City of Tigard’s comprehensive Plan Goal 10. This goal includes providing for a *variety* of housing types in the City of Tigard. Recommended activities consistent with this goal highlight the importance of using financial incentives and programs administered by the State of Oregon to develop higher residential density in areas like Downtown and Tigard Triangle. These are priority areas for higher density housing because of their proximity to transit corridors that support employment opportunities and commercial services.

A Vertical Housing Development Zone is intended to induce private sector developers to add higher density housing options in targeted parts of the City by reducing the initial financial barriers to a project. It is well suited to targeted areas of the City where market forces of supply, demand and financing have yet to create comparable projects for comparison.

DATES OF PREVIOUS COUNCIL CONSIDERATION

Vertical Housing Development Zone (introduction) presentation on October 1, 2013.

Fiscal Impact

Fiscal Information:

A Vertical Housing Development Zone allows for a 10 year tax abatement on new buildings up to 20% per floor for the first four floors above ground floor commercial. The abatement can not exceed 80% of the value of the new building. The abatement applies to all taxing jurisdictions that do not opt out when the zone is created. After 10 years, the full value of the project is placed upon the tax roles. Property taxes on existing land, and at least 20% of the new construction, are preserved.

For the City of Tigard, this is an issue of potentially foregoing some property tax revenue on new construction within a targeted area. Will market driven multi-story mixed-use development happen in targeted areas of the City without tools like this?

Attachments

[Slide Presentation - Vertical Housing Development Zone](#)

City
of
Tigard



Respect and Care | Do the Right Thing | Get it Done

Vertical Housing Development Zone

Center City Development Agency

April 1, 2014



Overview

- ▶ Designated by the State Oregon Housing & Community Services Department.
- ▶ State enabling legislation allows municipalities to create a special district.
 - ▶ Encourages investment and rehabilitation for:
 - **Mixed-Use Development.**
 - **Residential above Commercial**
 - ▶ Encourages higher density development in a targeted area.

- ▶ Projects are certified through State OHCS.
- ▶ Certified projects eligible for property tax abatement of up to 80% (20% per floor for first four floors of residential above commercial.)
- ▶ Tax abatements are applied only to the value of the building not the land.
- ▶ The Zone must be in a qualifying area of a city.
- ▶ Abatement for a 10-year period if applications are approved before January 2016.



Original Site
Empty Bank Building



Proposed Development with VHDZ
Under Construction 2013

Example: Hillsboro, OR

Fourth and Main - Tokala Properties (in progress)



Example: Milwaukie, OR
North Main – Kemper 2007

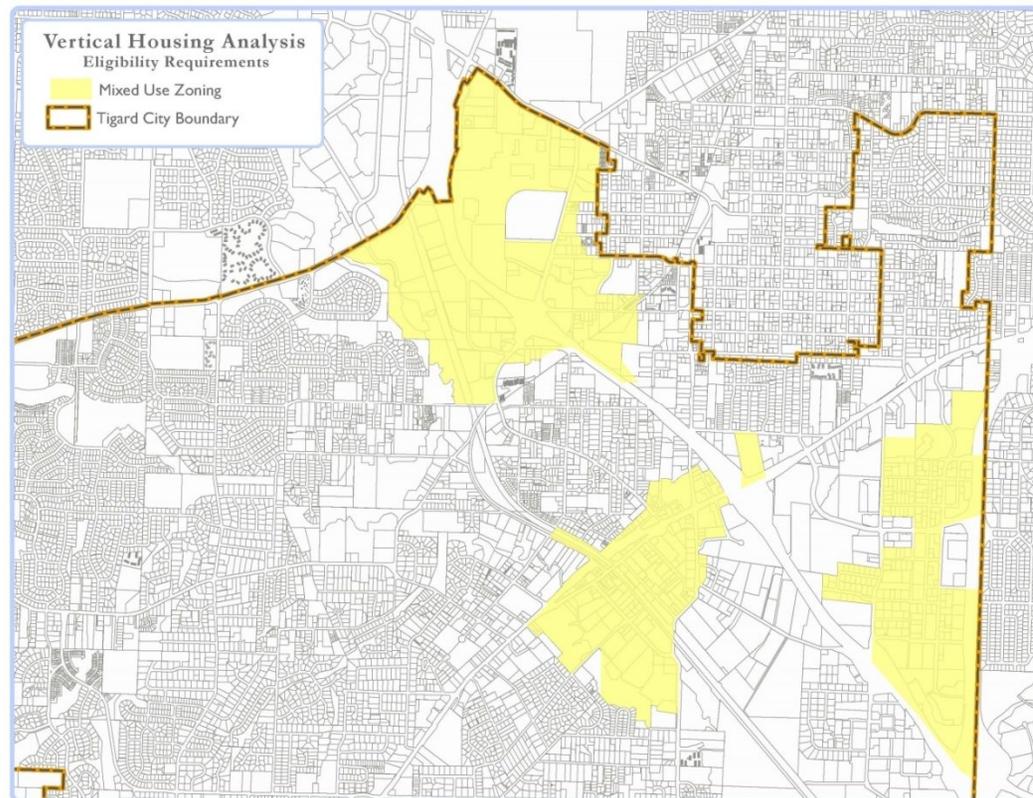


Example: Gresham, OR
The Crossing – Myrhre Group 2008

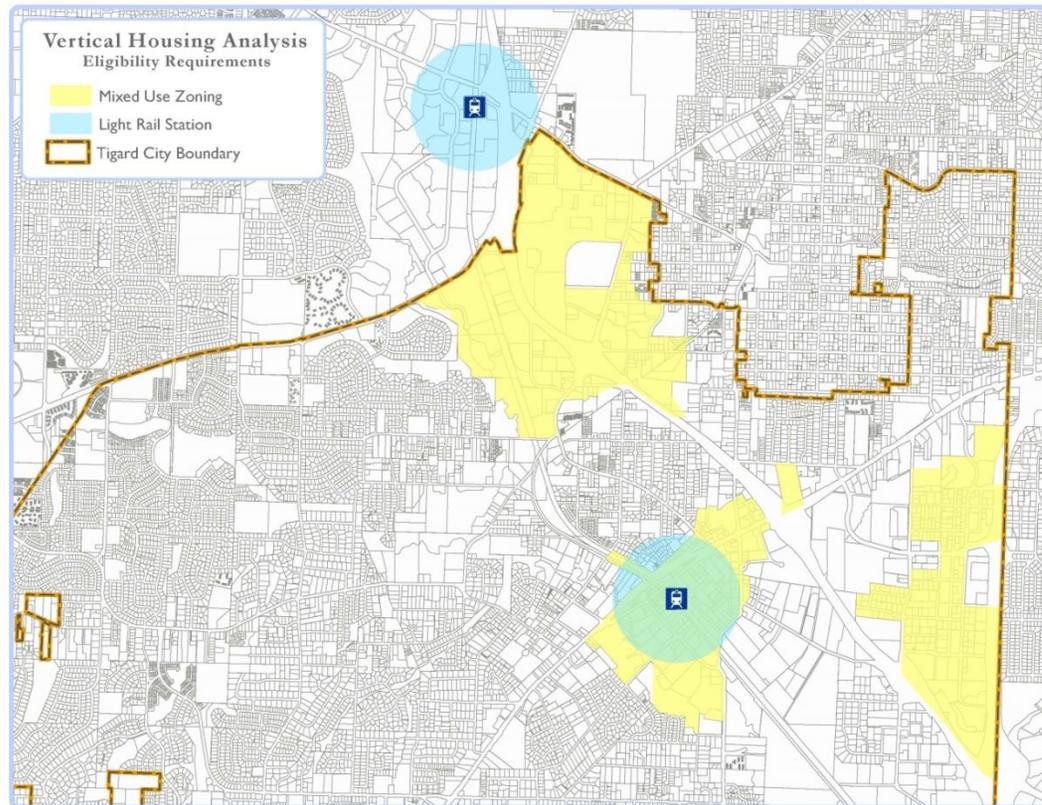
State Designation Criteria:

- ▶ Contains property for which land-use comprehensive plan and local ordinances allow mixed-use development.
- ▶ Entirely within a half-mile radius of existing/planned light rail station or quarter-mile of fixed-route transit.
- ▶ Completely comprised by the core area of an urban center.

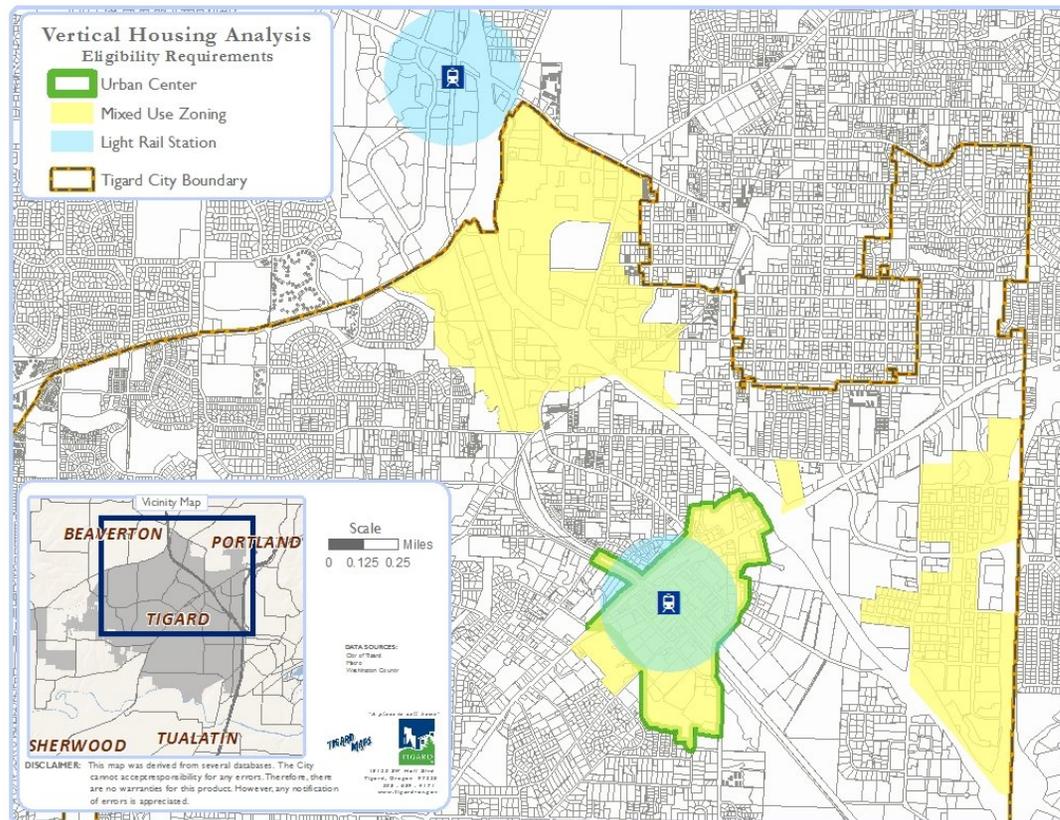
District Analysis: Mixed Use Allowed



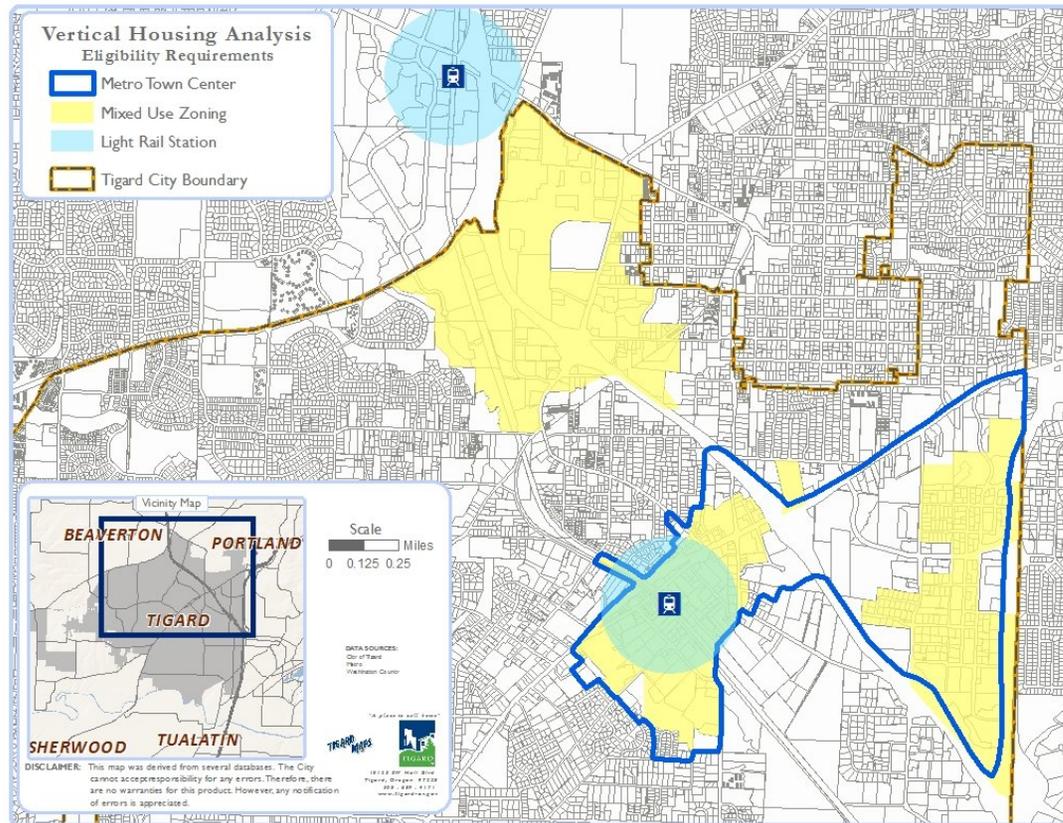
District Analysis: Mixed Use & Transit



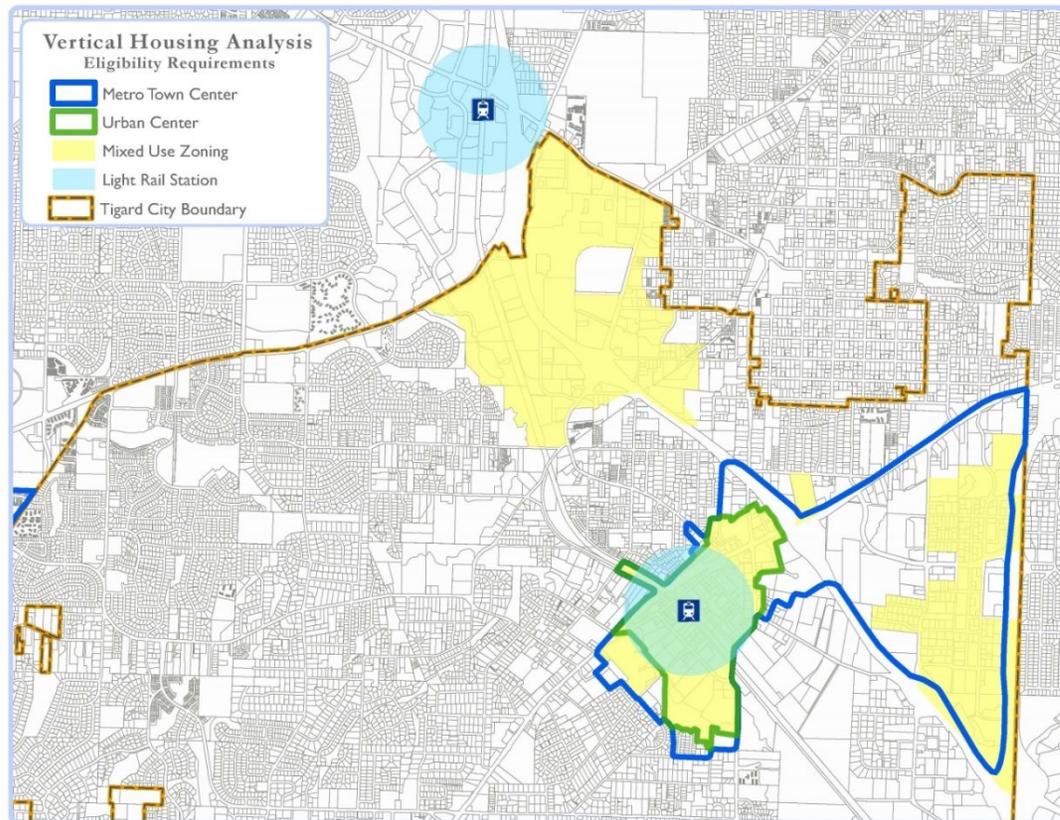
District Analysis: Light Rail/Transit



District Analysis: Town Center (Alternative)



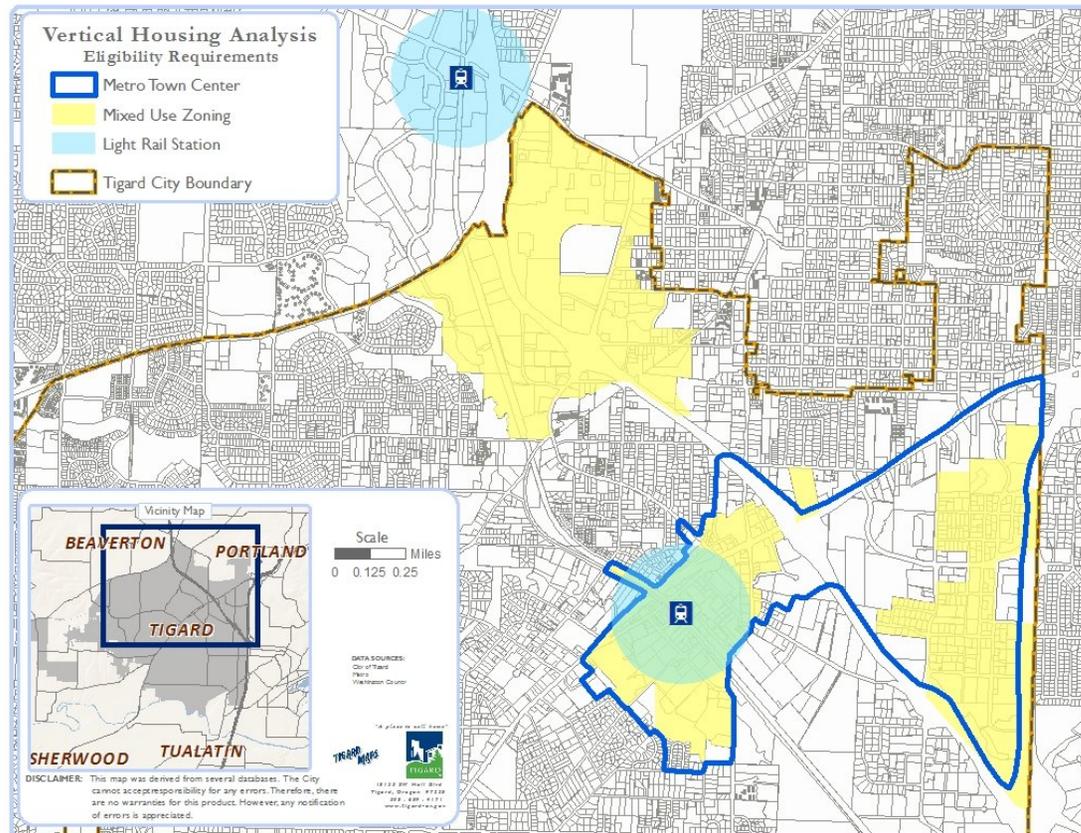
District Analysis: Mixed Use, Transit & Urban Center



District Analysis: Downtown/Town Center

	Downtown	Town Center
Number of Properties	197 Properties	400 Properties
Land Value	\$79.3M	\$187.8 M
Value of Buildings/Structures	\$95.5 M	\$235.8 M
Acreage	168 Acres	327 Acres
M50 Assessed Value	\$96.9M	\$258.1 M

Recommendation: Town Center



Process and Next Steps

- ▶ Approval to move forward with application to State to authorize a local VHDZ zone.
- ▶ Adopt Resolution for Zone designation.
- ▶ Notify overlapping taxing districts.
- ▶ Meet with taxing districts as needed.
- ▶ Complete and submit application.
- ▶ Wait for State approval.
- ▶ State OHCS will notify County Assessor.