

ANNUAL REPORT
1982-1983

CITY OF HILLSBORO
Planning Department

205 SE Second Avenue
Hillsboro, Oregon 97123



City Of Hillsboro

September 12, 1983

205 S.E. Second Ave. □ 648-0821 □ Hillsboro, Oregon 97123

Mayor Darr, City Council Members, and Citizens of Hillsboro:

The main impetus of the Planning Department during the 1982-83 fiscal year has been towards gaining acknowledgement of the Hillsboro Comprehensive Plan from the State Land Conservation and Development Commission. It is anticipated that the City's Plan will be acknowledged during Fiscal Year 1983-84. Efforts in this direction have included major revisions of and additions to the Zoning Ordinance. Specifically, the standards for approval of zone changes and planned unit developments were revised to be clear and objective, and a Cultural Resource Management Ordinance was adopted.

An important milestone of the past fiscal year was the adoption by the City of Hillsboro and Washington County of an Urban Planning Area Agreement (UPAA). This is the culmination of several years of negotiation with the County. The agreement marks the beginning of a strengthened opportunity for inter-governmental cooperation. An immediate effect is to identify specific land use designations for land currently in the unincorporated portion of Hillsboro's planning area. This major planning process has begun with neighborhood workshops scheduled through the early Fall of 1983. It is a joint effort of City and County departments.

In addition to these projects and the normal functions outlined on page 2 of this report, and despite reductions of personnel and budget, staff has continued to work at streamlining the development process. The chart on page 25 demonstrates the success of earlier work on this matter. This year the Zoning Ordinance was revised to establish clear standards for approval of certain land use applications. Coordination with developers and neighborhood residents to resolve potential problems early in the application process has become a common tool. Efforts at streamlining will continue.

We hope information included in the 1982-83 Planning Department Annual Report is helpful to you.

Respectfully submitted,

CITY OF HILLSBORO PLANNING DEPARTMENT

David Lawrence
Planning Director

CITY OF HILLSBORO

CITY COUNCIL

Jim Darr, Mayor
Larry Chambreau, President
Robert Dervedde
Gordon Faber
Pat Graham
Shirley Huffman
Cheryl Pitman

PLANNING COMMISSION

Barbara Frost, President
Jim Lushina, Vice President
Rick Bush
Rick Hall
Dale Halm
Cordella Miles
Wyatt Newman

PLANNING AND ZONING HEARINGS BOARD

Lawrence Derr, Hearings Officer
Adrianne Brockman, Alternate Hearings Officer
Gloria Ferguson
Allen Judah
Karen McKinney
Larry Soderholm

PLANNING DEPARTMENT

David Lawrence, Planning Director
John Bonn, Senior Planner
Deborah Noble, Assistant Planner
Pamela Warner, Administrative Secretary

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PLANNING DEPARTMENT
1982-83 ANNUAL REPORT

SECTION I
GENERAL INFORMATION

CITY OF HILLSBORO PLANNING DEPARTMENT

General Description of Functions

In 1969 the City Council determined there was a definite need for an organized land use planning process involving the public, City staff, and the Planning Commission. As a result, creation of the City Planning Department was authorized by City Council. The following list contains some of the functions of the Planning Department.

- 1) Provide information to the public regarding the following:
 - a. the Comprehensive Plan;
 - b. land use regulation ordinances which implement the Plan (such as subdivision and zoning);
 - c. current land use activity and the potential of land for various uses;
 - d. proposed land use activity;
 - e. public meetings and workshops on planning matters;
 - f. methods available for becoming involved in the planning process.
- 2) Provide technical assistance to the City Council, Planning Commission, Planning and Zoning Hearings Board, Citizen Involvement Advisory Committee, Park Commission and Utilities Commission, in regard to planning and land use matters in the following ways:
 - a. advise in the interpretation, administration, drafting, and revision of the Hillsboro Comprehensive Plan;
 - b. advise in interpretation, administration, drafting, revision, and creation of additional implementation measures (such as Zoning and Subdivision Ordinances);
 - c. research and carry out special studies as requested;
 - d. advise in coordinating efforts with other governmental agencies including the effects of ever-changing regional, state, and federal statutes, regulations, guidelines, and functional plans;
 - e. prepare and circulate agendas and minutes of Planning Commission, and Planning and Zoning Hearings Board meetings;
 - f. prepare and circulate notices of public hearings, and notifications of decisions of the Planning Commission, Planning and Zoning Hearings Board, and City Council.
 - g. maintain files, transcripts, and other records as required for the Planning Commission and Planning and Zoning Hearings Board;
 - h. furnish documentary materials and staff reports on proposed land use actions;
 - i. prepare resolutions, ordinances, and other proposals for action.
- 3) Provide technical assistance for the City Administration and other City departments.
- 4) Coordinate City staff level review of proposed developments.
- 5) Provide technical assistance and aid in the establishment and implementation of Citizen Participation Programs to involve citizens at all levels of the local planning process.

- 6) Compile up-to-date records of applications processed, existing land uses, and maintain an inventory of vacant land in the Hillsboro planning area.
- 7) Assist the Building Department in checking plot plans and site plans for conformance with the City Zoning Ordinance.
- 8) Assist in reviewing business license applications to assure that changes in usage do not result in hazardous situations or ordinance violations.
- 9) Assist in reviewing proposals for location of temporary structures.
- 10) Provide technical assistance and data to the Federal Bureau of Census, Portland State University Center for Population Research and Census, Portland Metropolitan Area Local Government Boundary Commission, and the Fire Insurance Rating Office regarding annexations to the City.

CITY OF HILLSBORO PLANNING COMMISSION

The City of Hillsboro Planning Commission was created May 1, 1934 by Council enactment of Ordinance No. 1004. The Commission is composed of seven citizens, serving on a volunteer basis, appointed for four year terms. The Commission is charged with helping to create a healthy, efficient, and attractive community.

Duties of the Planning Commission include:

- 1) Preparation, review and revision of a Comprehensive plan for the City;
- 2) Preparation, review and revision of various implementation measures to carry out the Comprehensive Plan;
- 3) Making recommendations to City Council on the above items;
- 4) Working with the Citizen Involvement Advisory Committee to assure that Citizens have the opportunity to participate effectively at all levels of the planning process. This includes the following:
 - a. Preparation of a plan for citizen involvement;
 - b. Continuous review of the effectiveness of the program and the level of participation;
 - c. Revision of the program to assure an acceptable level of participation;
 - d. Conducting neighborhood workshops to assist in drafting or reviewing proposals related to the Comprehensive Plan or the implementation measures designed to effect it;
 - e. Holding public hearings on same;
- 5) Acting on land use activities such as street dedications, preliminary and final subdivision plat considerations, and planned unit development plat considerations;
- 6) Advising City Council on land use matters such as annexations, preliminary Planned Unit Developments, and proposed street dedications;
- 7) Informally reviewing decisions of the Planning and Zoning Hearings Board and advising City Council if any decisions do not appear to conform to Planning goals or policies;
- 8) Making decisions on interpretations of the Zoning Ordinance where the Ordinance is not clear;
- 9) Making determinations of uses similar to those uses listed in various zones;
- 10) Reviewing and making determinations on appeals of various staff decisions; and
- 11) Conducting special studies and carrying out any other duties assigned the Commission by City Council.

CITY OF HILLSBORO PLANNING AND ZONING HEARINGS BOARD

The City of Hillsboro Planning and Zoning Hearings Board was created March 16, 1976 by Council enactment of Ordinance No. 2752. The Board is composed of six members, namely four citizen members and the Hearings Officer and the Alternate Hearings Officer. The Hearings Officer and Alternate are graduates of law schools accredited by the Oregon State Supreme Court and are licensed to practice as attorneys in the State of Oregon. The other four members of the Board are lay citizens chosen at large. Members serve three-year terms.

Duties of the Board:

- 1) The Board conducts public hearings and makes determinations on all applications for conditional uses, expansions of non-conforming uses, and variances. These determinations are final unless appealed to City Council.
- 2) The Board conducts public hearings and makes decisions on whether to deny or recommend City Council approval of zone change requests. Denials are final unless appealed to City Council, while approvals are automatically forwarded to City Council for consideration.
- 3) The Board is available to conduct hearings and make determinations on any other applications or request which the City Council might assign.

PLANNING DEPARTMENT
1982-83 ANNUAL REPORT

SECTION II
INVENTORIES, DATA, PROJECTIONS

NOTE

Beginning in 1980, data reporting was changed from the calendar year system to the fiscal year system (July 1 to June 30). Data for 1980 includes the months of January to June only and, because of this, may appear unrealistically low in some cases. Data for 1981 and later years reflects the full fiscal year.

POPULATION DATA AND PROJECTIONS

Past Population Data

<u>U. S. Bureau of the Census</u>		<u>Portland State University Certified Estimates</u>	
1910	2,016	1965	11,000
1920	2,468	1970	14,682
1930	3,039	1975	19,160
1940	3,747	1980	28,049
1950	5,142	1983	29,240
1960	8,232		
1970	14,682		
1980	28,000		

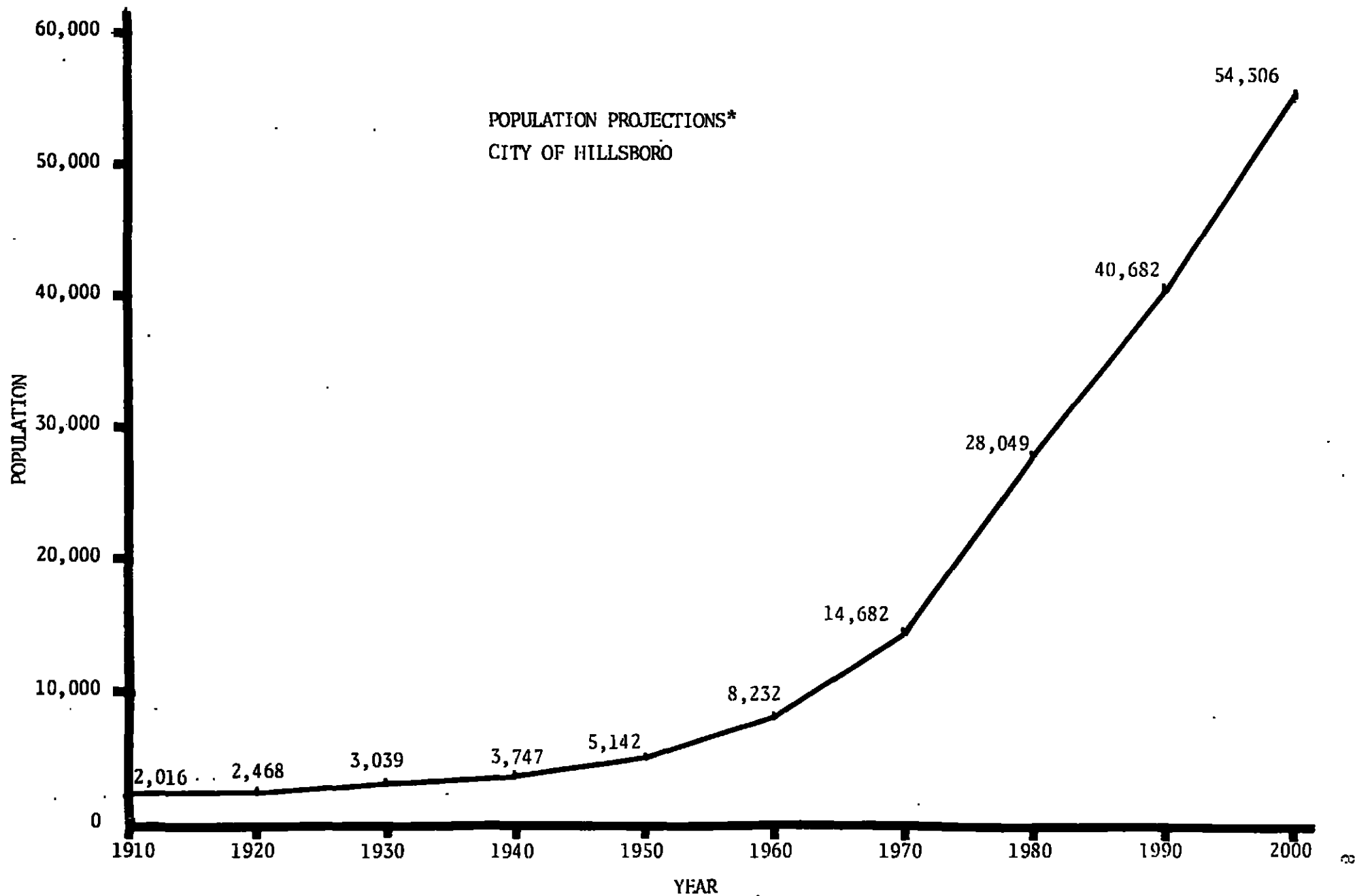
Future Population Projections

<u>Planning Department Projections</u>		<u>METRO RTP* Allocation Projection for Planning Area</u>
1983	31,144	
1984	32,506	
1985	33,869	
1986	35,231	
1987	36,594	
2000	54,306	59,389

Employment Projections

1971	4,541 (Actual)
1978	8,617 (Actual)
1980	12,981 (Actual)
2000	27,571 (METRO RTP* Allocation)

*METRO Regional Transportation Plan



*1990 and 2000 estimates projected by simple regression analysis from Portland State University certified estimates 1963 - 1980.

POPULATION ESTIMATES OF INCORPORATED CITIES IN OREGON

July 1, 1972 and 1982*

Cities ranked by population as of July 1, 1982. Source: Portland State University.

<u>Rank</u>	<u>City</u>	<u>1972</u>	<u>1982</u>	<u>% Change 1972-1982</u>
1	Portland	384,000	368,100	- 4.14
2	Eugene	84,750	104,000	+ 22.71
3	Salem	74,600	91,400	+ 22.52
4	Corvallis	36,800	42,440	+ 15.33
5	Springfield	29,400	40,850	+ 38.95
6	Medford	31,000	40,000	+ 29.03
7	Gresham	13,850	34,375	+148.19
8	Beaverton	20,200	33,640	+ 66.53
9	Hillsboro	16,630	29,240	+ 75.82
10	Albany	20,400	27,625	+ 35.42
11	Lake Oswego	17,100	22,810	+ 33.39
12	Bend	14,530	17,800	+ 22.51
13	Milwaukie	17,500	17,720	+ 1.26
14	Klamath Falls	15,815	17,100	+ 8.13
15	Roseburg	15,095	15,880	+ 5.20

*Certified population estimates for July 1, 1983 are not available until December, 1983.

VACANT LAND

(all figures shown in acres)

By Zone Within the City

<u>YEAR</u>	<u>R-7</u>	<u>R-8.5</u>	<u>R-10</u>	<u>PUD</u>	<u>A-1</u>	<u>A-2</u>	<u>A-3</u>	<u>A-4</u>	<u>C-1</u>	<u>C-2</u>	<u>C-4</u>	<u>M-2</u>	<u>M-P</u>	<u>TOTAL</u>
1979	812.42	14.79	133.68	177.42	39.16	29.88	2.68		63.03	-0-	5.94	147.22	296.07	1,722.29
1980	811.68	35.99	85.76	221.49	38.21	32.01	2.68	3.63	53.59	-0-	5.94	151.75	311.58	1,754.31
1981	725.95	13.57	124.72	253.21	49.56	30.12	2.38	6.20	56.95	5.28	5.94	121.77	409.75	1,804.50
1982	718.70	15.83	125.21	219.35	49.48	15.01	4.59	4.39	62.10	6.71*	5.27	127.18	381.01	1,734.83
1983	734.38	17.56	151.25	210.91	55.41	14.94	4.95	13.51	66.26	.82*	5.27	132.01	442.06	1,849.33

By Plan Designation Within the City

Residential

<u>YEAR</u>	<u>Low</u>	<u>Medium</u>	<u>High</u>	<u>Mid-Rise</u>	<u>Commercial</u>	<u>Industrial</u>	<u>TOTAL</u>
1979	982.42	185.80	57.75	1.02	67.63	427.67	1,722.29
1980	974.81	183.73	65.91	1.20	65.16	463.50	1,754.31
1981	952.09	198.66	64.66	1.01	63.95	577.11	1,857.48
1982	888.68	219.30	64.89	1.01	69.92	532.36	1,776.16
1983	899.87	217.00	66.95	1.01	70.73	593.77	1,849.33

By Plan Designation in the Urban Planning Area (July 1, 1983)

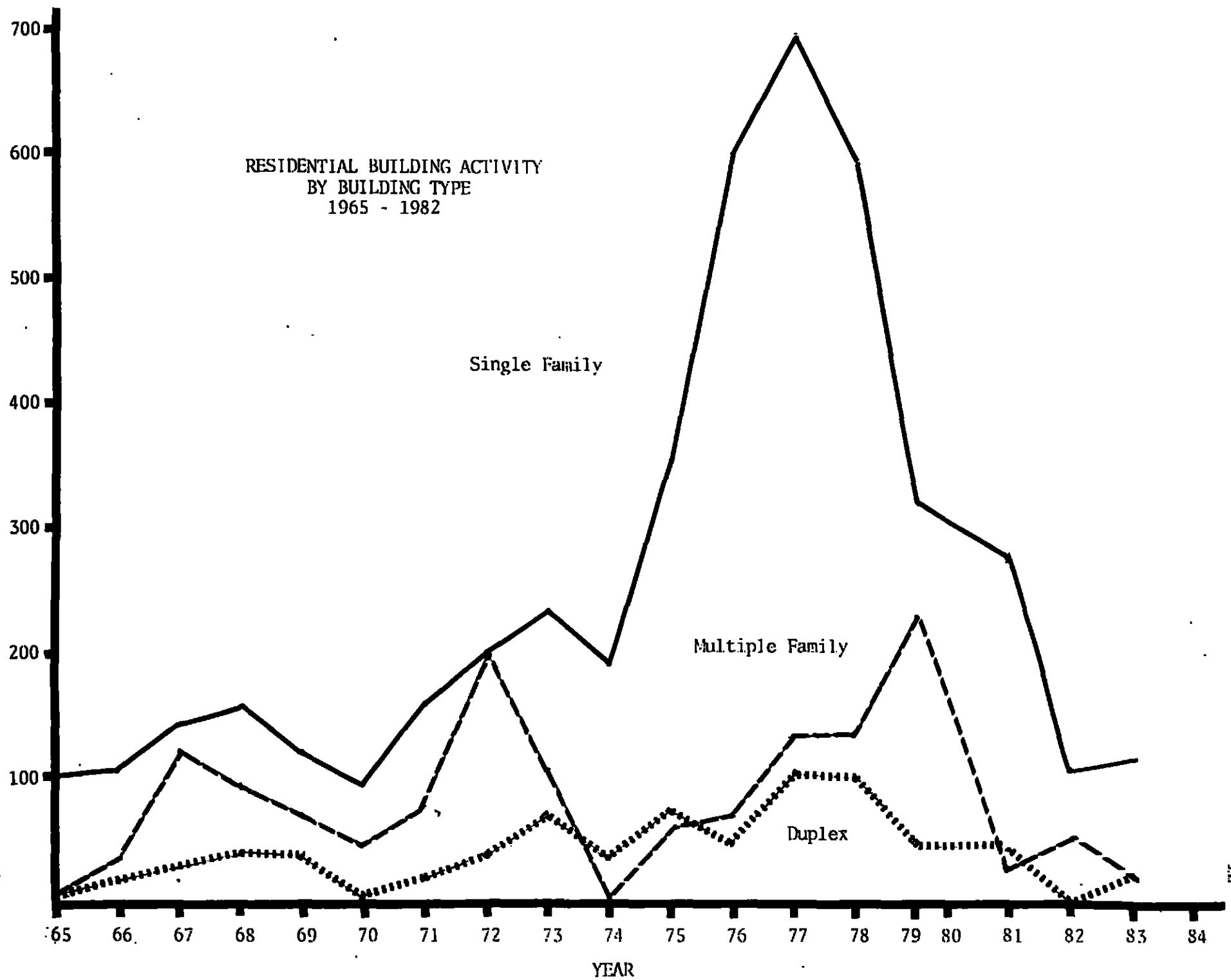
<u>R Low</u>	<u>R Medium</u>	<u>R High</u>	<u>R Mid-Rise</u>	<u>Commercial</u>	<u>Industrial</u>	<u>Future Urban</u>	<u>Total</u>
1,310.55	283.41	82.67	1.01	70.73	654.99	2,352.16	4,755.52

*Vacant acres shown are zoned Fairgrounds Commercial.

SUMMARY OF APPLICATIONS

1982-83

<u>Applications</u>	<u>Total</u>	<u>Permits</u>	<u>Total</u>
Subdivisions		Single-Family	118
Tentative Plat	1	Duplex	12
Final Plat	1	Multi-Family	2
Planned Unit Developments		Residential Remodel	71
Residential	2	Mobile Homes	4
Non-Residential	0	Commercial	27
Minor Land Partitions	15	Commercial Remodel	55
Major Land Partitions	0	Public Buildings	1
Site plan Review		Industrial	0
M-P Zone	3	Garage/Carport	5
Other	8	Churches (New & Remodel)	1
Annexations	9	Fences	39
Zone Changes	17	Signs	<u>43</u>
Conditional Uses	3	Total Permits	378
Expansion of a Non-Conforming Use	0		
Zoning Ordinance Amendments	6	<u>Major Permit Values</u>	
Subdivision Ordinance Amendments	1	Residential	
Comprehensive Plan Amendments	8	Single-Family	\$ 5,075,935
Floodplain Alterations	0	Duplex	587,474
Variances	<u>7</u>	Multi-Family	236,310
Total Applications	77	Remodel	539,606
		Commercial/Industrial	
		New	4,142,352
		Remodel	13,245,023
		Public Buildings	<u>30,000</u>
		Total Value	\$23,856,700



RESIDENTIAL STARTS IN NUMBER OF UNITS

<u>Year</u>	<u>Single-Family</u>	<u>Duplex</u>	<u>Multi-Family</u>	<u>Total Units</u>	<u>Mobile Homes</u>	<u>Total</u>
1979	324	50	231	605	42	647
1980	111	8	21	140	5	145
1981	279	44	29	352	3	355
1982	109	3	52	164	9	173
1983	118	23	18	159	4	163

BUILDING VALUATION BY GENERAL CATEGORY OF USE

<u>Year</u>	<u>Total Residential Value/% of Total</u>	<u>Total Commercial Value/% of Total</u>	<u>Total Industrial Value/% of Total</u>	<u>Total Value All Categories</u>
1976	\$19,516,475/87.4%	\$ 2,739,211/12.3%	\$ 66,000/0.3%	\$22,255,686
1977	24,666,772/82.8%	5,129,888/17.2%	-0-/0.0%	29,796,660
1978	23,501,291/58.9%	11,232,304/28.1%	5,168,880/13%	39,902,475
1979	19,914,277/56%	9,322,275/26%	6,129,336/17%	35,365,888
1980 (to 6/30)	5,804,356/59%	3,964,820/41%	-0-/0.0%	9,769,176
1980-81	13,734,070/45%	5,600,995/19%	10,900,000/36%	30,235,065
1981-82	6,372,001/81%	1,495,510/19%	-0-/0.0%	7,867,511
1982-83	6,524,815/27.3%	16,187,375/67.7%	1,200,000/5%	23,912,190

SUBDIVISION VACANT LOT INVENTORY

<u>Year</u>	<u>Preliminary Approved</u>	<u>Final Approved</u>	<u>Preliminary Approved SFR Lots in PUDs</u>	<u>Final Approved SFR Lots in PUDs</u>	<u>Total</u>
1978	882	904	N/A	334	2,120
1980	392	1,154	292	201	2,039
1981	272	1,100	292	307	1,971
1982	370	953	292	307	1,907
1983	139	791	292	276	1,498

SUBDIVISIONS

<u>Year</u>	<u>Tentative Plat Approved</u>	<u>Reapproved</u>	<u>Total Lots</u>	<u>Approval</u>	<u>Final Plat Recorded</u>	<u>Total Lots</u>
1979	20	0	588	24	23	806
1980 (to 6/30)	3	0	86	0	0	0
1981	10	2	173	7	2	72
1982	2	2	92	1	0	22
1983	2	0	32	1	1	14

RESIDENTIAL PLANNED UNIT DEVELOPMENTS

<u>Year</u>	<u>Approved</u>	<u>Denied or Withdrawn</u>	<u>Total New Applications</u>	<u>New Units</u>	<u>New Acreage</u>
1979	1	3	7	133	14.03
1980 (to 6/30)	0	0	1	0	0
1981	4	0	4	271	27.22
1982	0	2	2	0	0
1983	2	0	2	66	13.93

COMMERCIAL & INDUSTRIAL PLANNED UNIT DEVELOPMENTS

<u>Year</u>	<u>Industrial Park</u>	<u>Commercial</u>	<u>Approved</u>	<u>Denied</u>	<u>Acreage</u>	<u>Total</u>
1978	1		1		29.08	1
1979	1	1	2		23.12	2
1980-83			0			0

ANNEXATION DATA

<u>Year</u>	<u>Acres Annexed</u>	<u>Total Acreage</u>	<u>Total Square Miles</u>
1965	528.16	3,679.07	5.75
1970	516.40	5,432.60	8.49
1975	43.60	5,793.36	9.05
1980 (to 6/30)	33.97	6,673.81	10.43
1983	187.00	7,397.90	11.56

RECENT ANNEXATION APPLICATIONS

<u>Year</u>	<u>Applications Processed</u>	<u>Approved By Boundary Commission</u>	<u>Acreage Annexed</u>	<u>Population Annexed</u>
1979	12	12	376.78	54
1980 (to 6/30)	6	5	33.97	10
1981	16	16	196.28	94
1982	4	4	162.30	5
1983	9	9	187.00	62

VARIANCES

<u>Year</u>	<u>Approved</u>	<u>Denied or Withdrawn</u>	<u>Continued</u>	<u>Total</u>
1979	21	1	0	22
1980 (to 6/30)	9	2	0	11
1981	12	4	0	16
1982	18	2	2	22
1983	6	1	0	7

MINOR LAND PARTITIONS

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Total Applications</u>	<u>Additional Lots Created</u>	<u>Lots Deleted</u>
1979	49	0	0	51	67	0
1980 (to 6/30)	22	0	0	22	23	1
1981	45	1	0	46	56	0
1982	10	0	1	11	13	0
1983	15	0	0	15	20	0

MAJOR LAND PARTITIONS

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Total Applications</u>	<u>Additional Created</u>
1979	2	0	2	5
1980 (to 6/30)	0	0	0	0
1981	1	0	1	1
1982	1	0	1	1
1983	0	0	0	0

CONDITIONAL USES

<u>Year</u>	<u>Approved</u>	<u>Denied or Withdrawn</u>	<u>Total</u>
1979	14	2	16
1980 (to 6/30)	6	1	7
1981	6	0	6
1982	12	0	12
1983	3	0	3

ORDINANCE AMENDMENTSZoning Ordinance

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1979	4	0	4	0	8
1980 (to 6/30)	5	1	1	0	7
1981	3	1	0	0	4
1982	4	0	0	0	4
1983	3	1	2	0	6

Subdivision Ordinance

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1979	1	0	0	0	1
1980 (to 6/30)	0	0	0	0	0
1981	0	0	0	0	0
1982	1	0	0	0	1
1983	1	0	0	0	1

Comprehensive Plan

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1979	4	0	13	1	18
1980 (to 6/30)	5	1	1	0	7
1981	4	0	0	2	6
1982	7	3	0	0	10
1983	5	0	1	2	8

ZONE CHANGES

<u>Year</u>	<u>Zone Change To</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1979	SF	11	1	2	0	14
	MF	6	0	0	0	6
	C	4	0	2	0	6
	I	<u>1</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>4</u>
		22	1	7	0	30
1980	SF	4	0	3	0	7
	MF	3	0	12	1	16
	C	1	0	2	0	3
	I	<u>2</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>3</u>
		10	1	17	1	29
1981	SF	8	2	0	0	10
	MF	6	3	0	0	9
	C	3	2	0	0	5
	I	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>
		21	7	0	0	28
1982	SF	4	2	0	0	6
	MF	0	1	2	0	3
	C	3	0	0	0	3
	I	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>
		10	3	2	0	15
1983	SF	4	0	0	0	4
	MF	2	0	0	0	2
	C	6	1	0	0	7
	I	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>
		16	1	0	0	17

APPEALS OF LAND USE ACTIONS TO CITY COUNCIL

<u>Year</u>	<u>Total Applications Processed</u>	<u>Applications Appealed to City Council</u>	<u>Decisions Upheld by City Council</u>	<u>Decisions Reversed by City Council</u>	<u>Appeals Withdrawn By Applicant</u>
1979	231	8	6	2	0
1980	82	7	5	1	1
1981	170	11	7	3	1
1982	101	9	4	4	0
1983	77	5	2	2	1

COMPARISON OF STATE AND LOCAL
PERMIT AND DEVELOPMENT PROCESSES*

<u>Type of Action</u>	<u>Statewide Average No. Per Year During Last Five Years</u>	<u>Hillsboro Average No. Per Year During Last Five Years</u>	<u>Statewide Average Processing Time</u>	<u>Hillsboro Average Processing Time</u>
Comprehensive Plan Change	1.5	16.4	12 weeks	8 weeks
Annexation	2	13.4	12	10
Zone Change	5	33.2	9	8
Planned Unit Development	1	4.8	12	14
Subdivision: Tentative or Preliminary Plat	3	15.2	7.5	8
Final Plat	2	13.2	6	4
Minor Land Partition	6	43.8	4	1.5
Conditional Use	5	11.8	5	6
Variance	5	19.8	4	6
Site Plan/Design Review	10.5	13.4	3	3
Building Permit	135	830	1	1
Other	5	4	1.75	6

*Managing and Financing Growth Survey Results; Prepared by League of Oregon Cities; August, 1982.

ADDITIONAL DATA AND INFORMATION
AVAILABLE AT HILLSBORO PLANNING DEPARTMENT
205 SE Second Avenue
Hillsboro, Oregon 97123
Phone: 648-0821

Comprehensive Plan and Land Use Map

Zoning Ordinance and Zoning District Map

Subdivision Ordinance

Detailed Transportation System Analysis and Projections

Residential Survey

Business and Economic Survey

Cultural Resource Inventory

Retail Market Report

1980 Census

Washington County Community Citizen Needs Assessment Survey

Central Business District Parking Strategy

The Hillsboro R/UDAT Report

Fire Protection Master Plan

Other Miscellaneous Data - Please contact the Planning Department
to determine availability.