

**ANNUAL REPORT
1985-86**

**CITY OF HILLSBORO
Planning Department**

**205 SE Second Avenue
Hillsboro, Oregon 97123**



City Of Hillsboro

December 10, 1986

205 S.E. Second Ave. □ 681-6100 □ Hillsboro, Oregon 97123

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

The Planning Department is pleased to provide this annual report to the community. Fiscal Year 1985-86 was a year characterized by decreasing levels of industrial development and increasing interest in residential and large scale commercial development. The population of the City increased 520 persons over the previous year to a July 1, 1985 population of 30,270. Over 10,000 people have been added to our population over the last ten years. With an eye to the future, the City adopted a revised Urban Planning Area Agreement that extended the City's area of interest east to 185th Avenue. Further, the Metropolitan Service District acted to allow the addition of 500 acres of industrial land to the City in the City's northeast industrial district.

Major projects that were completed during the year included the City wide Cultural Resource Inventory, Mobile Home Standards, and a Parks Master Plan. In addition, a revised transportation plan element for the East Hillsboro area was completed and a corridor analysis begun for an extension of Brookwood Avenue between NE Cornell Road and East Main Street. The Department also assumed a major new responsibility: design review of all commercial and industrial development.

The Department's emphasis continues to be on day-to-day or short term planning responsibilities. Long term planning capabilities are restricted because of limited staff resources. Projects scheduled for the next fiscal year include: 1) a reanalysis of the East Hillsboro Transportation Plan; 2) the completion of an Urban Services Study to evaluate the possibility of extending the City's boundaries eastward; 3) the completion of a Parks Action Plan providing an acquisition analysis of potential park sites; and, 4) the development of a work program necessary to complete the City's next scheduled major plan review, and Land Conservation and Development Commission requirements for the City's LCDC periodic review scheduled for 1989. Design review and sign codes are also a goal for the next fiscal year.

ANNUAL REPORT 1985-86

We hope you find the information included in this report useful. Suggestions for improvement are welcome. We are looking forward to another year of working with the community.

Respectfully submitted,

CITY OF HILLSBORO PLANNING DEPARTMENT

A handwritten signature in black ink, appearing to read "Winslow C. Brooks". The signature is fluid and cursive, with the first name "Winslow" and last name "Brooks" clearly distinguishable.

Winslow C. Brooks
Planning Director

WCB:dg

CITY OF HILLSBORO

CITY COUNCIL

Shirley Huffman, Mayor
Larry Chambreau, President
Cheryl Pitman
Robert Dervedde
Pat Graham
Jim Frost
Jim Lushina

PLANNING COMMISSION

Cordella Miles, President
Wyatt Newman, Vice President
Fred Bass
Rick Bush
Sharon Evans
Gregory LaHaie
Michael Parich

PLANNING AND ZONING HEARINGS BOARD

Lawrence Derr, Hearings Officer
Adrianne Brockman, Alternate Hearings Officer
Randy Boaglin
Allen Judah
Karen McKinney
Larry Soderholm

PLANNING DEPARTMENT

Winslow C. Brooks, Planning Director
Deborah Noble, Urban Planner
Mel Oberst, Urban Planner
Diane Gatke, Administrative Secretary

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PLANNING DEPARTMENT
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SECTION I
GENERAL INFORMATION

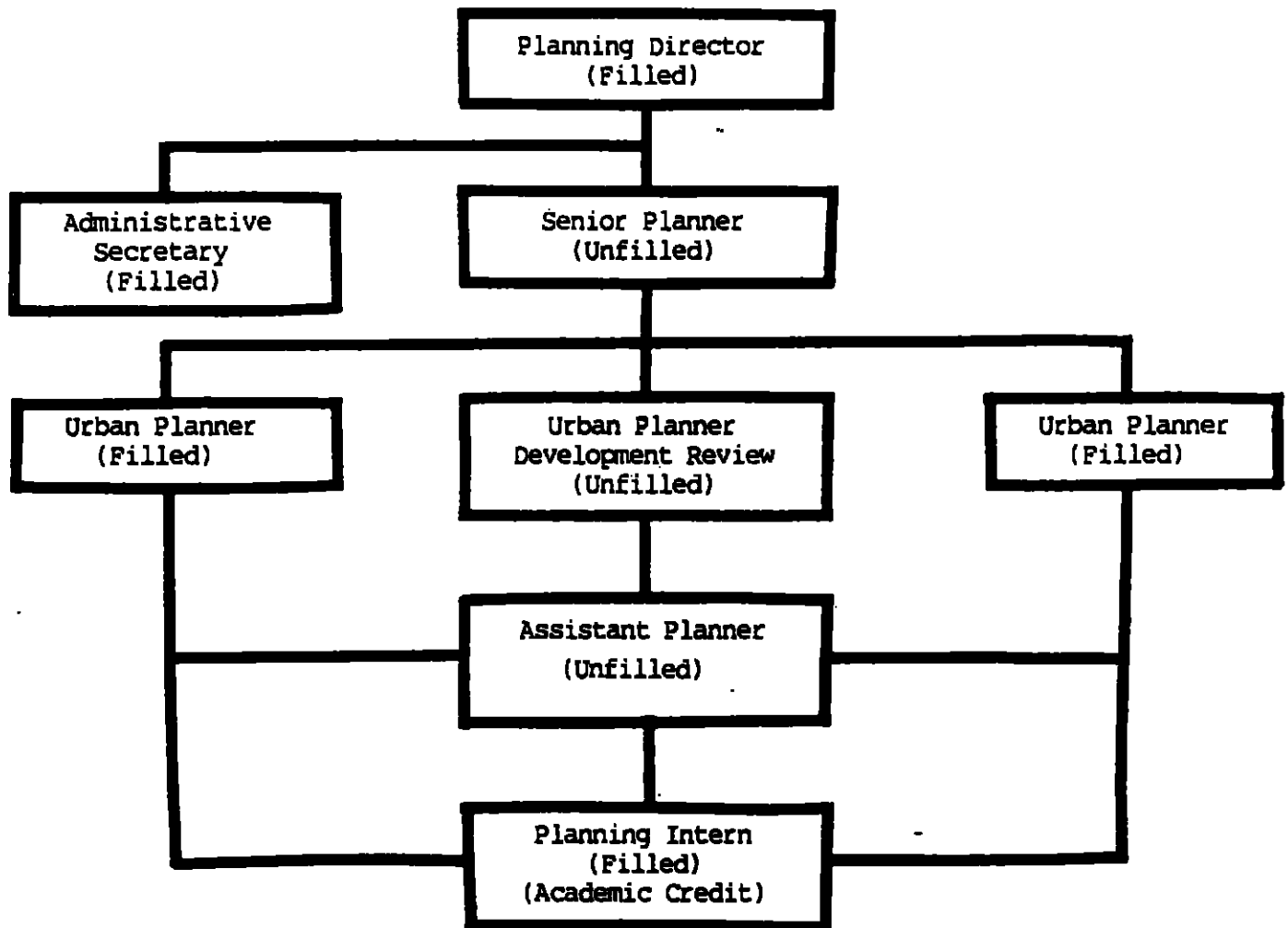
CITY OF HILLSBORO PLANNING DEPARTMENT

General Description of Functions

In 1969 the City Council determined there was 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

PLANNING DEPARTMENT
ORGANIZATION CHART



Staffing level comparison:

1979-80: 6 FTE (1 FTE non-City funded)
 1980-81: 5½ FTE (½ FTE non-City funded)
 1981-82: 5 FTE
 1982-83: 4½ FTE
 1983-84: 4½ FTE
 1984-85: 4½ FTE
 1985-86: 4½ FTE

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
- 11) Conducting special studies and carrying out any other duties assigned the Commission by City Council

- 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 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
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SECTION II
PROJECTIONS, DATA, INVENTORIES

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	29,675
1960	8,232	1984	29,750
1970	14,682	1985	30,270
1980	28,000		

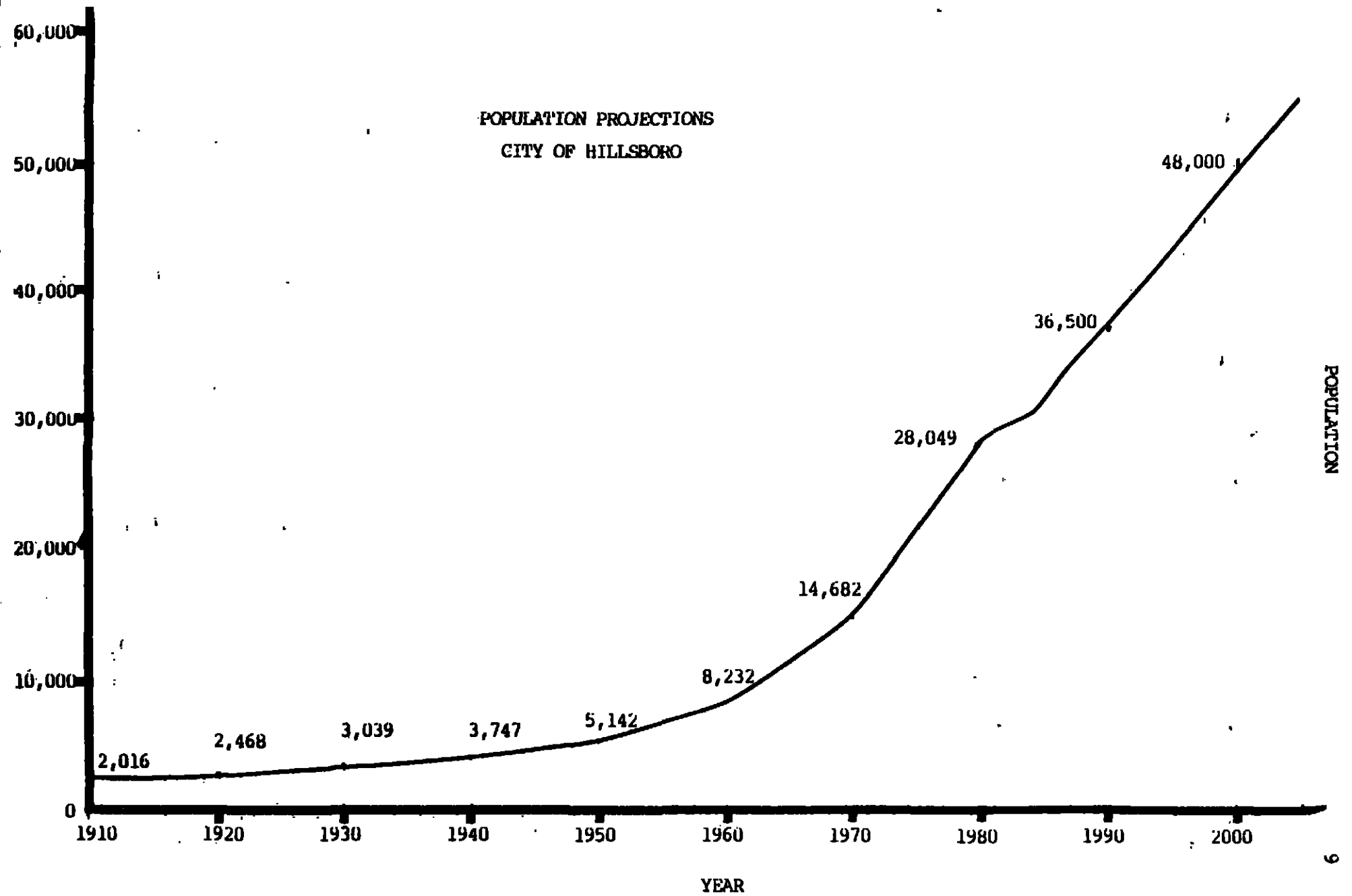
Future Population Projections

<u>Planning Department Projection for Planning Area</u>		<u>METRO/Washington County Projection for Planning Area</u>
1985	31,000	
1990	36,500	
1995	42,250	
2000	48,000	
2005	54,150	57,816

Employment Projections

1971	4,541 (Actual)
1978	8,617 (Actual)
1983	14,419 (Actual)
2005	32,153 (METRO/Washington County)

POPULATION PROJECTIONS
CITY OF HILLSBORO



POPULATION ESTIMATES OF INCORPORATED CITIES IN OREGON

JULY 1, 1975 AND 1985 *

Cities Ranked by Population as of July 1, 1985

Source: Portland State University

<u>Rank</u>	<u>City</u>	<u>1975</u>	<u>1985</u>	<u>% Change 1975-1985</u>
1	Portland	375,000	379,000	+ 1.05
2	Eugene	94,600	106,100	+ 10.84
3	Salem	76,300	94,600	+ 19.34
4	Medford	34,000	41,975	+ 19.00
5	Corvallis	39,200	41,580	+ 5.72
6	Springfield	34,900	40,640	+ 14.23
7	Gresham	21,000	37,480	+ 43.97
8	Beaverton	22,150	33,950	+ 34.76
9	Hillsboro	19,160	30,270	+ 36.70
10	Albany	22,025	27,900	+ 21.06
11	Lake Oswego	19,400	24,200	+ 19.83
12	Keizer	----	19,800	--
13	Bend	15,800	18,000	+ 12.22
14	Milwaukie	18,030	17,375	- 3.77
15	Klamath Falls	15,200	17,350	+ 6.63

* Certified Population Estimates for July 1, 1986 are not available until December, 1986.

SUMMARY OF APPLICATIONS

1985-86

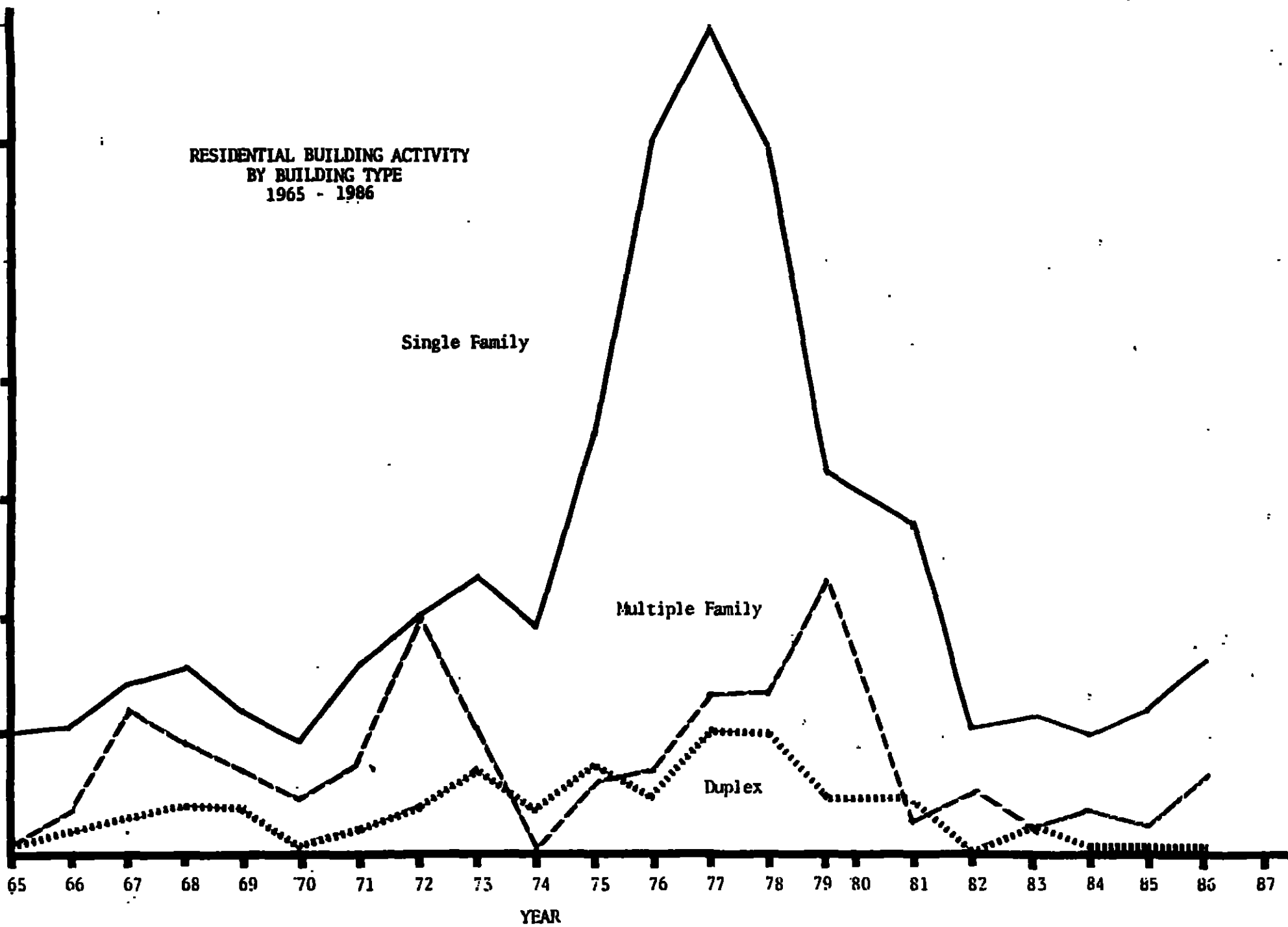
<u>Applications</u>	<u>Total</u>	<u>Permits</u>	<u>Total</u>
Subdivisions		Single Family	164
Tentative Plat	4	Duplex	2
Final Plat	1	Multi-Family	2
Planned Unit Developments		Residential Remodel	41
Residential	2	Mobile Homes	2
Non-Residential	1	Commercial	57
Minor Land Partitions	15	Commercial Remodel	45
Major Land Partitions	0	Public Buildings	7
Development Review	11	Industrial	10
Site Plan Review		Garage/Carport	16
M-P Zone	0	Churches (New & Remodel)	1
Other	4	Fences	31
Annexations	7	Signs	<u>68</u>
Zone Changes	25	TOTAL PERMITS	446
Conditional Uses	7		
Expansion of a Non-Conforming Use	0	<u>Major Permit Values</u>	
Zoning Ordinance Amendments	6	Residential	
Subdivision Ordinance Amendments	0	Single Family	\$ 9,092,656
Comprehensive Plan Amendments	5	Duplex	170,240
Floodplain Alterations	2	Multi-Family	1,202,000
Variances	7	Remodel	532,877
Miscellaneous Requests of Planning Commission	1	Commercial/Industrial	
Proposed Alteration of a Cultural Resource	<u>4</u>	New	11,744,550
		Remodel	3,232,399
		Public Buildings	<u>631,320</u>
TOTAL APPLICATIONS	100	TOTAL VALUE	\$26,606,042

RESIDENTIAL BUILDING ACTIVITY
BY BUILDING TYPE
1965 - 1986

Single Family

Multiple Family

Duplex



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>
1981-82	109	3	52	164	9	173
1982-83	118	23	18	159	4	163
1983-84	102	4	35	141	0	141
1984-85	116	2	23	141	3	144
1985-86	164	4	68	236	2	238

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>
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
1983-84	5,861,680/32.9%	8,213,636/46.1%	3,727,654/21%	17,802,961
1984-85	7,153,302/13.9%	10,747,734/20.8%	33,649,600/65.3%	51,550,636
1985-86	26,116,678/63.6%	7,232,463/17.6%	7,744,486/18.8%	41,093,627

SUBDIVISIONS

<u>Year</u>	<u>Tentative Plat</u>		<u>Total Lots</u>	<u>Approval</u>	<u>Final Plat</u>	
	<u>Approved</u>	<u>Reapproved</u>			<u>Recorded</u>	<u>Total Lots</u>
1981-82	2	2	92	1	0	22
1982-83	2	0	32	1	1	14
1983-84	3	0	85	3	3	85
1984-85	2	0	58	0	0	0
1985-86	4	0	59	1	1	8

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>
1981-82	0	2	2	0	0.00
1982-83	2	0	2	66	13.93
1983-84	1	0	1	20	2.50
1984-85	3	1	4	380	88.74
1985-86	1	1	2	22	3.42

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	0	1	0	29.08	1
1979	1	1	2	0	23.12	2
1980-85	0	0	0	0	0.00	0
1985-86	1	0	1	0	305.86	1

ANNEXATION DATA

<u>Year</u>	<u>Acres Annexed</u>	<u>Total Acreage</u>	<u>Total Square Miles</u>
1981-82	162.30	7,210.90	11.26
1982-83	187.00	7,397.90	11.56
1983-84	891.74	8,289.64	12.95
1984-85	233.12	8,522.76	13.32
1985-86	111.11	8,633.87	13.49

RECENT ANNEXATION APPLICATIONS

<u>Year</u>	<u>Applications Processed</u>	<u>Approved By Boundary Commission</u>	<u>Acreage Annexed</u>	<u>Population Annexed</u>
1981-82	4	4	162.30	4
1982-83	9	9	187.00	62
1983-84	7	6	891.74	20
1984-85	15	14	233.12	134
1985-86	7	7	111.11	22

VARIANCES

<u>Year</u>	<u>Approved</u>	<u>Denied or Withdrawn</u>	<u>Continued</u>	<u>Total</u>
1981-82	18	2	2	22
1982-83	6	1	0	7
1983-84	4	1	0	5
1984-85	10	1	0	11
1985-86	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>
1981-82	10	0	1	11	13	0
1982-83	15	0	0	15	20	0
1983-84	18	0	1	19	22	0
1984-85	20	2	1	23	30	0
1985-86	13	0	2	15	32	0

MAJOR LAND PARTITIONS

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Total Applications</u>	<u>Additional Lots Created</u>
1981-82	1	0	1	1
1982-83	0	0	0	0
1983-84	1	0	1	1
1984-85	1	0	1	2
1985-86	0	0	0	0

CONDITIONAL USES

<u>Year</u>	<u>Approved</u>	<u>Denied or Withdrawn</u>	<u>Total</u>
1981-82	12	0	12
1982-83	3	0	3
1983-84	8	1	9
1984-85	6	0	6
1985-86	6	1	7

ORDINANCE AMENDMENTSZoning Ordinance

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1981-82	4	0	0	0	4
1982-83	3	1	2	0	6
1983-84	8	1	1	1	11
1984-85	3	0	2	0	5
1985-86	4	0	2	0	6

Subdivision Ordinance

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1981-82	1	0	0	0	1
1982-83	1	0	0	0	1
1983-84	0	0	0	0	0
1984-85	0	0	0	0	0
1985-86	0	0	0	0	0

Comprehensive Plan

<u>Year</u>	<u>Approved</u>	<u>Denied</u>	<u>Continued</u>	<u>Withdrawn</u>	<u>Total</u>
1981-82	7	3	0	0	10
1982-83	5	0	1	2	8
1983-84	7	1	0	4	12
1984-85	7	0	1	0	8
1985-86	4	0	1	0	5

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>
1981-82	Single Family	4	2	0	0	6
	Multi-Family	0	1	2	0	3
	Commercial	3	0	0	0	3
	Industrial	3	0	0	0	3
		<u>10</u>	<u>3</u>	<u>2</u>	<u>0</u>	<u>15</u>
1982-83	Single Family	4	0	0	0	4
	Multi-Family	2	0	0	0	2
	Commercial	6	1	0	0	7
	Industrial	4	0	0	0	4
		<u>16</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>17</u>
1983-84	Single Family	3	0	0	0	3
	Multi-Family	2	0	0	0	2
	Commercial	7	0	1	0	8
	Industrial	4	0	0	0	4
		<u>16</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>17</u>
1984-85	Single Family	8	0	0	1	9
	Multi-Family	10	0	0	1	11
	Commercial	5	0	0	0	5
	Industrial	6	1	0	0	7
		<u>29</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>32</u>
1985-86	Single Family	10	0	0	1	11
	Multi-Family	5	0	0	0	5
	Commercial	7	0	0	1	8
	Industrial	5	0	0	0	5
		<u>27</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>29</u>

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>
1981-82	101	9	4	4	1
1982-83	77	5	2	2	1
1983-84	113	2	1	1	0
1984-85	107	3	2	0	1
1985-86	100	3	2	0	1

**ADDITIONAL DATA AND INFORMATION
AVAILABLE AT HILLSBORO PLANNING DEPARTMENT
205 SE Second Avenue
Hillsboro, Oregon 97123
Phone: 681-6153**

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.**

