



# TUALATIN CITY COUNCIL MEETING

Monday, February 23, 2026

TUALATIN CITY SERVICES  
10699 SW HERMAN ROAD  
TUALATIN, OR 97062

*Mayor Frank Bubenik  
Council President Valerie Pratt  
Councilor Maria Reyes     Councilor Bridget Brooks  
Councilor Christen Sacco     Councilor Cyndy Hillier  
Councilor Octavio Gonzalez*

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To the extent possible, the public is encouraged to watch the meeting live on local cable channel 28, or on the City's website.

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Comment. Written statements may be sent in advance of the meeting to Deputy City Recorder Nicole Morris up until 4:30 pm on Monday, February 23. These statements will be included in the official meeting record, but not read during the meeting.

For those who would prefer to make verbal comment, there are two ways to do so: either by speaking in person or entering the meeting using the zoom link and writing your name in chat. As always, public comment is limited to three minutes per person.

Phone: +1 669 900 6833

Meeting ID: 861 2129 3664

Password: 18880

Link: <https://us02web.zoom.us/j/86121293664?pwd=SS9XZUZyT3FnMk5rbDVKN2pWbnZ6UT09>

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## Work Session

- 1. 5:00 p.m. (45 min) – Website Redesign Update.** Staff will provide an update on the project and share a live preview of the website from the staging location.
- 2. 5:45 p.m. (45 min) – Discussion and Consideration of Next Steps for the Business Honey Bucket.** Council will consider if they wish to allow Honey Bucket to pursue a legislative text amendment to allow Solid Waste Treatment and Recycling in the Light Manufacturing District (ML) as a Conditional Use Permit.
- 3. 6:30 p.m. (30 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agenda for the February 9 City Council meeting, hear a report from the City Manager, and brief the Council on issues of mutual interest.

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## **7:00 P.M. CITY COUNCIL MEETING**

### **Call to Order**

### **Pledge of Allegiance**

### **Public Comment**

*This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.*

### **Consent Agenda**

*The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda.*

1. Consideration of Approval of the Regular Meeting Minutes of February 9, 2026
2. Consideration of [Resolution No 5944-26](#) Exempting Specific Affordable Housing Developments From Property Taxes
3. Consideration of [Resolution No 5945-26](#) Authorizing the City Manager to Execute a Grant Agreement for Metro Area Communications Commission Grant Awards; Appropriating Special Purpose Revenues in the City's General Fund During the FY 2025-26 Budget; and Rescinding Resolution 5942-26

### **Special Reports**

1. Outside Agency Grant Presentation- Community Partners for Affordable Housing
2. Clackamas County Supportive Housing Services Update

### **General Business**

*If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.*

1. Consideration of Recommendations from the Council Committee on Advisory Appointments

### **Items Removed from Consent Agenda**

*Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.*

### **Council Communications**

### **Adjournment**

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Meeting materials, including agendas, packets, public hearing and public comment guidelines, and Mayor and Councilor bios are available at [www.tualatinoregon.gov/citycouncil](http://www.tualatinoregon.gov/citycouncil).

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In compliance with the Americans with Disabilities Act, this meeting location is accessible to persons with disabilities. To request accommodations, please contact the City Manager's Office at 503.691.3011 36 hours in advance of the meeting.



# CITY OF TUALATIN

## Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Megan George, Deputy City Manager  
Heidi Stanley, Creative Communications and Marketing Program Manager

**DATE:** February 23, 2026

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**SUBJECT:**  
Website Redesign Update

### EXECUTIVE SUMMARY:

The City issued a Request for Proposals in April 2024 to redesign the City's website and awarded the contract to Juicebox in July 2024. The project includes the following phases:

- Phase 1: Discovery
- Phase 2: Design
- Phase 3: Website Development
- Phase 4: Content Migration
- Phase 5: Testing & Training
- Phase 6: Website Launch

The City Council received a project update in October 2024, which included a preview of the homepage wireframe. The City Council last received a project update in May 2025 where we shared several pages in full color. Since that time, the project has completed the Design Phase and the Website Development Phase, and we are now in the Content Migration Phase.

The website design aims to improve accessibility and ease of use for all visitors. Our goal is to create a user-friendly platform that allows community members to find information effortlessly, with a particular focus on ensuring all individuals can access City services without barriers. Through small group briefings, listening sessions and focus groups, we heard that search functions, strong accessibility, and a friendly, welcoming design that reflects the spirit of Tualatin were priorities for the City Council, staff, and community.

With the Website Development Phase now complete, the project is focused on the following activities:

- Final content migration and quality assurance
- Internal review within the staging site
- Preparation for structured beta testing with City staff, City Council, and members of the public

- Training for staff who will manage and update website content

We expect to enter the next phase in the next month or two, with anticipated launch in the spring. At tonight's meeting, staff will provide a brief update on the project and share a live preview of the website from the staging location.

**FINANCIAL IMPLICATIONS:**

This project is funded by the General Fund.

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**ATTACHMENTS:**

- Presentation



# Website Redesign Update

February 23, 2026

# Project Phases and Timeline

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- Phase 1: Discovery (July – September 2024)  
\*City Council Update in October 2024
- Phase 2: Design (September 2024 – March 2025)  
\*City Council Update in May 2025
- Phase 3: Website Development (March 2025 – December 2025)
- Phase 4: Content Migration (December 2025 – Present)  
\*City Council Update in February 2026
- Phase 5: Testing and Training
- Phase 6: Website Launch



# Current Tasks

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- Finalizing content migration
- Working through 3<sup>rd</sup> party integrations
- Internal testing and quality assurance



# Future Tasks

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- Preparing for structured beta testing with staff, City Council, and members of the public
- Trainings for staff who will manage and update web content
- Launch!





# CITY OF TUALATIN

## Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Aquilla Hurd-Ravich, Community Development Director  
Kevin McConnell, City Attorney

**DATE:** February 23, 2026

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**SUBJECT:**  
Discussion and consideration of next steps for the business Honey Bucket

**RECOMMENDATION:**  
Review the staff report and presentation and provide staff with direction on next steps.

**EXECUTIVE SUMMARY:**  
The purpose of tonight's discussion is for Council to consider if they wish to allow Honey Bucket to pursue a legislative text amendment to allow Solid Waste Treatment and Recycling in the Light Manufacturing District (ML) as a Conditional Use Permit.

### Background

The City first became aware of Honey Bucket operating in October 2024 when there was a report of an illicit discharge from the site. After further investigation it was determined by City staff and Clean Water Services staff that there was no illicit discharge but we became aware of other issues such as lack of building permits for certain plumbing fixtures and mechanical equipment and the underlying zone became an issue.

After discussions in December 2024, between Honey Bucket, their attorney, and City staff, permits were applied for and they submitted a Statement of Use to determine if the use was permitted in the Light Manufacturing Zone. Email communication took place back and forth until March of 2025 when their attorney requested a formal code interpretation.

Honey Bucket's attorney submitted a formal request for code interpretation in June 2025 and staff reviewed and issued a decision within the 30-day requirement which concluded that the use fits the category of Solid Waste Treatment and Recycling which is not allowed in the Light Manufacturing Zone where Honey Bucket is located. The applicant appealed this staff decision and Council held a public hearing at the September 22, 2025 regular business meeting.

### Interpretation Appeal:

In September the Council held a public hearing to review an appeal of an interpretation from the company Honey Bucket. Ultimately, the City Council voted to uphold staff's interpretation that Honey Bucket was properly classified as a Solid Waste Treatment and Recycling use.

**Excerpt from the September 22, 2025 Analysis and Findings**

Staff's interpretation decision (INT25-0001), included as Exhibit C, evaluated the application following the interpretation process of TDC 31.070. The decision determined that the primary use most closely aligns with the Solid Waste Treatment and Recycling use category. After review of the record, text and context of TDC 39.100(3)(c) (Accessory Uses) and (4)(Considerations in Classifying Uses), the interpretation found that Honey Bucket's waste-related activities at the subject site are not subordinate and incidental to the stated primary use but part and parcel of an important, essential component of that use. The decision determined the site does collect, store, and wash the toilets on site, as well as, temporarily store the waste from those toilets onsite. As such, the proposed rental of portable restroom units contains many of the characteristics associated with a Solid Waste Treatment and Recycling use and is properly classified as Solid Waste Treatment and Recycling. The interpretation, concluded that the proposed portable toilet collection and associated holding tank, and the proposed rental of shower units; temporary fence panels (fencing); temporary metal storage containers; and ground-level office units are both prohibited uses within the ML Zone.

### **Voluntary Compliance Agreement**

City staff understands this is an existing business with employees and customers and felt it was reasonable to give some runway for this operation to ramp down and cease. We did not require them to leave the premises immediately. Instead we worked with Honey Bucket to sort out the current situation. The City Attorney, staff, and Honey Bucket's attorney have been in discussions about next steps since the hearing took place in September. Those discussions led to an agreement that we would issue a Voluntary Compliance Agreement as allowed in the Municipal Code TMC 7-1-040 (4). The Voluntary Compliance Agreement holds the alleged violations in abeyance until all terms of the agreement are satisfied.

Honey Bucket would like to pursue a Plan Text Amendment to allow Solid Waste Treatment and Recycling facilities in the Light Manufacturing District. However, legislative Plan Amendments can only be initiated by the City Council (TDC 33.070). As such, the Voluntary Compliance Agreement was structured so that three actions must take place and be resolved in a positive manner in order for Honey Bucket to resolve their land use violation. First, the Council may choose to give direction to staff to allow Honey Bucket to submit an application for a text change. If Council is inclined to allow this to move forward, staff is recommending the text change propose Solid Waste and Recycling Facilities as a Conditional Use in Light Manufacturing not an outright permitted use. This would give staff and the Planning Commission and the public an opportunity to review and weigh in on such a proposed use and review any possible adverse effects from the use. Second, the Plan Text Amendment would have to go through the legislative process and ultimately be approved by the City Council. If the code change is successful, the third action requires Honey Bucket to submit for and gain approval of a Conditional Use Permit. If those three actions are completed with a positive result, Honey Bucket would no longer be in violation of the land use code. They would still be required to obtain any necessary site development and building permits.

Code Interpretation 25-0001 also found that Honey Bucket's use of rental of shower units, temporary fence panels (fencing), temporary metal storage containers, and ground-level office units were also prohibited as a wholesale sales use. If a code amendment is allowed the wholesale sales category should also be amended for the use of temporary rental equipment.

### **OUTCOMES OF DECISION:**

The Council should consider the overall impacts and effects of allowing this potential code change. The Light Manufacturing zone is intended to be a buffer between residential or commercial uses and heavier industrial uses in the General Manufacturing zone.

The purpose as stated in TDC 60.100 of the ML zone is:

The zone serves to buffer heavy manufacturing uses from commercial and residential areas. Industrial uses that are environmentally adverse or pose a hazard to life and safety are prohibited. The zone is suitable for warehousing, wholesaling, and light manufacturing processes that are not hazardous and do not create undue amounts of noise, dust, odor, vibration, or smoke. The purpose is also to allow a limited amount of commercial uses and services and other support uses, including office uses in limited locations in close proximity to the Commercial Office (CO) district. Commercial uses are not permitted in the Limited Commercial Setback.

The Light Manufacturing zone is in areas located throughout the City buffering residential uses and heavier industrial uses. If there is an application for a code change to allow Solid Waste and Recycling Facilities as a Conditional Use Permit to ML it will be applicable city-wide. The code currently requires some conditional uses to be located a distance of 300 feet or more from any residential planning district boundary.

**ALTERNATIVES TO RECOMMENDATION:**

Staff requests the Council to provide direction if they wish to allow Honey Bucket to pursue a Plan Text Amendment to allow Solid Waste and Recycling Facilities as a Conditional Use Permit in the Light Manufacturing (ML) zone.

**Recommendation options:**

1. Direct staff to allow Honey Bucket to apply for a Plan Text Amendment to allow Solid Waste and Recycling Facilities as a Conditional Use permit in the Light Manufacturing zone and amend the Wholesale Sales category.
2. Direct staff not to allow amendments to the ML zone related to Solid Waste and Recycling Facilities or the Wholesale Sales use categories at this time.

**FINANCIAL IMPLICATIONS:**

A Plan Text Amendment application has a fee of \$2,670.00

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**ATTACHMENTS:**

- Presentation
- Voluntary Compliance Agreement
- Analysis and Findings Request for Review of Interpretation 25-0001



# Work Session: Honey Bucket Request for a Plan Amendment

February 23, 2026

# *Issue Before Council*

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**Tonight's discussion:**

- **High level background**
- **Current Status Update**
- **Does Council wish to allow the owners of Honey Bucket to initiate a Plan Text Amendment to allow Solid Waste and Recycling Facilities as a Conditional Use Permit in the Light Manufacturing zone?**



# Background

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Code Enforcement Investigation: **October 2024**

Formal Request for Interpretation Submitted: **June 11, 2025**

Honey Bucket Interpretation

**(INT25-0001) Issued: July 11, 2025 and found the use fit the category of a Solid Waste and Recycling Facility**

Request for Review of INT25-0001 Decision

**Submitted: July 24, 2025**

City Council Hearing upheld staff's decision



# Current Status

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## Voluntary Compliance Agreement:

- Procedure allowed through the Tualatin Municipal Code 7-1-040(4)
- Holds violations in abeyance until all terms of the agreement are satisfied
- The agreement has three terms:
  1. The City Council may decide if Honey Bucket should be allowed to pursue a Plan Text Amendment
    - Per the Development Code only Council can initiate PTAs
  2. If granted, Honey Bucket would apply for a PTA to allow Solid Waste and Recycling as a Conditional Use Permit in Light Manufacturing (ML) zone
    - A PTA is a legislative amendment that goes through the Planning Commission and ultimately decided by the City Council
  3. If adopted, Honey Bucket would have to apply and be granted a CUP by the Planning Commission



# Zoning



- **Light Manufacturing (ML) Planning District**

The purpose of the ML zone is to provide suitable areas for light industrial uses and limited supportive commercial activities, while buffering residential and commercial areas from heavy manufacturing and prohibiting hazardous or environmentally adverse operations.

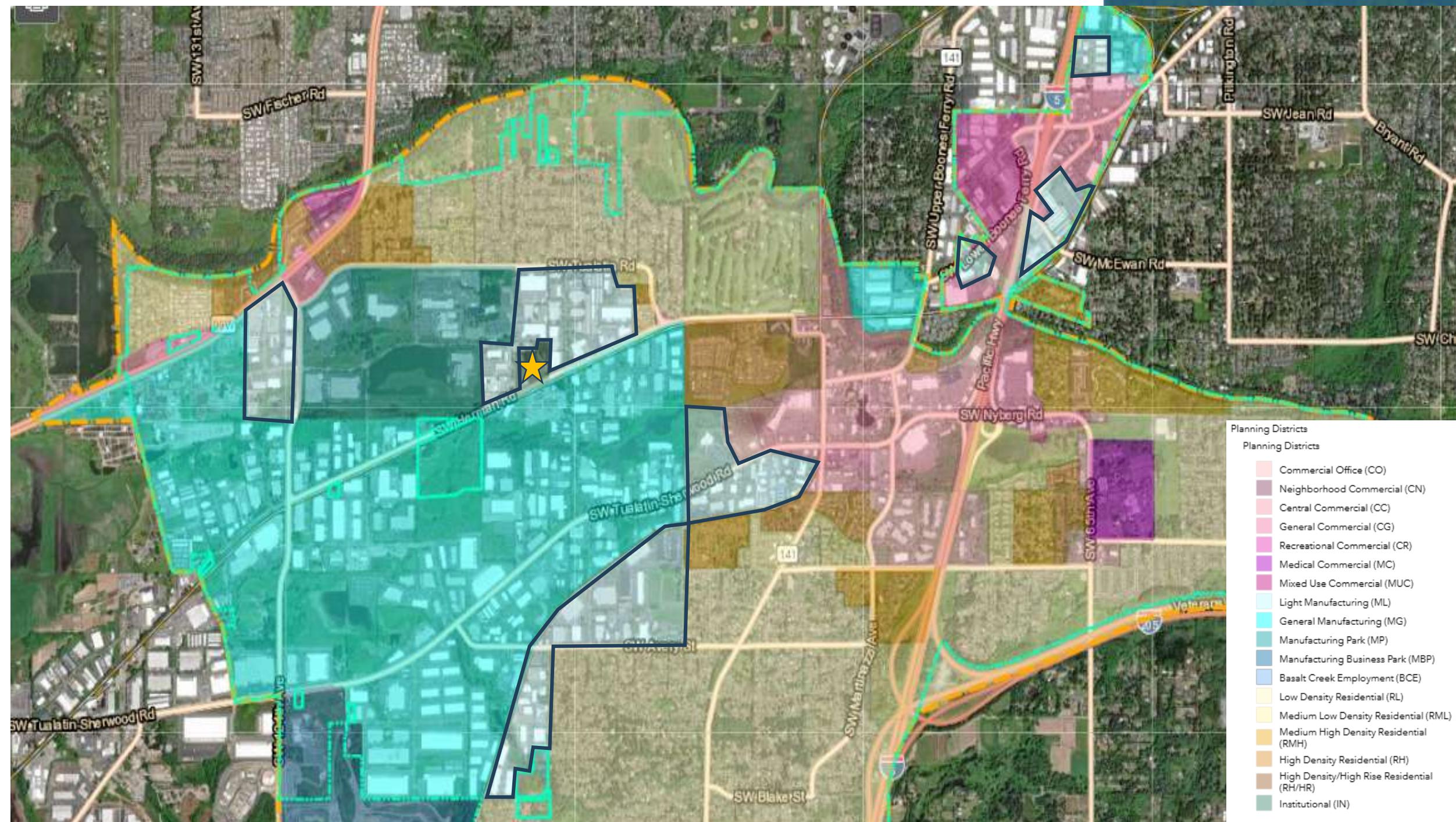
**Example Uses:**

- Food, beverage, and related product processing and packaging.
- Research and development laboratories.

**Example Conditional Uses:**

- Manufacture of bicycles; small electric generators; small electric motors; motorized boats; sashes and doors; vending machines.
- Production or fabrication of metals or metal products including enameling and galvanizing





# Potentially Modify two Use Categories in ML

Use Category	Status	Limitations and Code References
Solid Waste Treatment and Recycling	C (L)	Conditional uses limited to recycling collection center.
Wholesale Sales	P/C (L)	<p>Permitted uses limited to:</p> <ul style="list-style-type: none"><li>• Sales of industrial hand tools, industrial supplies such as safety equipment and welding equipment, that are products primarily sold wholesale to other industrial firms or industrial workers; and</li><li>• Sale, service and rental of construction and industrial equipment to contractors and industrial firms only.</li></ul> <p>Conditional use required for wholesale sales of building materials and supplies</p>



# Conditional Use Permit



- *Purpose of a Conditional Use Permit:*
- Provide a set of procedures and standards for conditional uses of land or structures
- Due to unique characteristics like:
  - locational features
  - design
  - size
  - operation
  - circulation
  - public interest or service
- Requires special consideration in relation to the welfare of adjacent properties and the community as a whole.
- *Procedure:* Type III review by Planning Commission



# COUNCIL ACTION



- TDC 33.070 Plan Amendments:
  - Legislative amendments may only be initiated by the City Council
  - Policy decisions that are applicable city-wide and can have an impact on surrounding property and the community as a whole
- Does Council wish to allow Honey Bucket to pursue a Plan Text Amendment to allow Solid Waste and Recycling Facilities as a Conditional Use Permit in the Light Manufacturing (ML) zone?



CITY *of*  
**TUALATIN**

**TMC 7-1-040(4) VOLUNTARY COMPLIANCE AGREEMENT**  
**Responsible Party: Northwest Cascade, Inc., dba Honey Bucket**

Pursuant to TMC 7-1-040, this Voluntary Compliance Agreement (“Agreement”) is entered into by and between Northwest Cascade, Inc., dba Honey Bucket (“Responsible Party” or “Honey Bucket”) and the City of Tualatin, Oregon, a municipal corporation of the State of Oregon (“Tualatin” or “City”).

**RECITALS**

A. The Responsible Party subject to the terms and conditions of this Agreement is:

**Northwest Cascade, Inc., dba Honey Bucket**

Site Address: 18805 SW 108<sup>th</sup> Ave., Tualatin OR 97062  
Description: 2S122AD 600, 700, and 800  
Planning Zone: Light Manufacturing (ML)

B. Honey Bucket is subject to a City civil infraction investigation.

C. On October 29, 2024, Code Compliance Officer Bryan LaVigne issued a Notice and Order entitled *Notice and Order: Unpermitted Land Use – Violation of the City of Tualatin Development Code* to Honey Bucket. The Notice and Order is attached and incorporated into this Agreement as Exhibit A. The Notice and Order alleged that Honey Bucket was operating a Solid Waste Treatment and Recycling Facility on a property not zoned for that use by City code (TDC 39.420), and set out the following violations of Tualatin Municipal and Development Codes:

- i) TDC 60.200- Use Categories in ML Zone (Table 60-1, Industrial Use Categories, Solid Waste Treatment and Recycling);
- ii) TMC 4-1-010- Standards Applicable to Building- The 2022 Oregon Structural Specialty Code, section 105.1 – Required.

The Notice and Order requested, among other things, that Honey Bucket complete and return to the City a Statement of Use form verifying the business activities occurring onsite.

D. On November 8, 2024, Honey Bucket returned its Statement of Use, asserting that as Honey Bucket does not receive, process and/or recycle solid waste materials, the City should characterize its use as Wholesale Sales (TDC 39.450) rather than Solid Waste Treatment and Recycling. The Statement of Use is attached and incorporated into this Agreement as Exhibit B.

E. On June 11, 2025, Honey Bucket submitted an application pursuant to TDC 31.070 requesting an Interpretation of Code Provisions that its proposed uses- which comprise a portable restroom and industrial equipment rental business- are Permitted uses within the Light Manufacturing (ML) Zone). On July 11, 2025, the City Manager issued their Interpretation Decision- Honey Bucket (INT-25-0001), which is attached and incorporated into this Agreement as Exhibit C. The Manager determined that Honey Bucket’s primary use

most closely aligned with the Solid Waste Treatment and Recycling use category and that its waste-related activities at the subject site are not subordinate and incidental to the stated primary use- but part and parcel of and an important, essential component of that use. The decision determined the site does collect, store, and wash the toilets on site as well as temporarily store the waste from those toilets on site. As such, the proposed rental of portable restroom units contains many of the characteristics associated with a Solid Waste Treatment and Recycling use and is properly classified as Solid Waste Treatment and Recycling. The Manager concluded that the proposed portable toilet collection and associated holding tank, and the proposed rental of shower units; temporary fence panels (fencing); temporary metal storage containers; and ground-level office units are both prohibited uses within the ML Zone.

- F. On July 24, 2025, Honey Bucket submitted a Request for Review before the City Council. On September 22, 2025, the City Council affirmed Interpretation Decision INT25-0001, finding that: i) the primary site use is considered Solid Waste Treatment and Recycling; ii) in the Light Manufacturing (ML) Planning District, the Solid Waste Treatment and Recycling is limited to recycling collection centers; and iii) Honey Bucket's use at the site is not a Permitted use in the Light Manufacturing zone. Council Resolution 5915-25 is attached and incorporated into this Agreement as Exhibit D. After its decision, the City Council suggested that it may be willing to reconsider the matter upon a change of circumstances.
- G. In lieu of accelerating City enforcement action and to facilitate a resolution, City staff will forward this matter to an upcoming City Council work session. At that work session, City staff will seek direction from Council as to whether there is general consensus for City to initiate a Plan Text Amendment for Conditional Use Review that may allow Honey Bucket to continue its operations on the site.

## **AGREEMENT**

NOW, THEREFORE, IT IS HEREBY AGREED:

1. Honey Bucket acknowledges that: i) in accordance with City code, the Tualatin City Council has determined that Honey Bucket's use at the site is not a Permitted use in the Light Manufacturing zone and ii) its continued operation on the site will result in further enforcement action subject to all applicable provisions of the Compliance and Enforcement Sections of the Tualatin Development Code (TDC 31.105 to 31.113) and TMC Chapter 7-01-Uniform Civil Infraction Procedure.
2. City will take the action set out in Recitals- Section G above.
  - a. If the City Council gives City direction to initiate a Plan Text Amendment for Conditional Use Review, City's enforcement action will be held in abeyance while that land use proceeding is being processed, and Honey Bucket may continue its operations on site as long as it is otherwise in compliance with all applicable laws, rules and regulations.

- b. If the City Council does not direct City to initiate a Plan Text Amendment for Conditional Use Review that would allow Honey Bucket to continue its operations on the site, or if a subsequent Plan Text Amendment or Conditional Use Permit (CUP) are not ultimately approved, Honey Bucket understands and agrees that it shall cease operations on the site no later than 30 days after each action detailed above (*i.e.*, lack of Council direction, Plan Text Amendment approval, CUP approval) takes place.
3. If Honey Bucket fails to cease its operation at the site as set out in Section 2, Honey Bucket understands and agrees that City will immediately resume the enforcement actions set out in the Compliance and Enforcement Sections of TDC 31.105 to 31.113 and TMC Chapter 7-01-Uniform Civil Infraction Procedure.
4. Pursuant to TDC 31.111- Civil Violation, any violation of the Tualatin Development Code constitutes a civil infraction and subject to a fine of up to \$1,000.00 fine for each violation, per day that the violation(s) exists. Failure to comply with any term of this Agreement constitutes a separate infraction and shall be handled in accordance with the procedures established by TMC Chapter 7-01. City may also proceed with processing the alleged infraction giving rise to this Agreement.
5. City shall close its civil infraction investigation upon full Honey Bucket's satisfaction of all the following:
  - a. Full compliance with this Agreement;
  - b. Full compliance with all applicable laws, rules and regulations;
  - c. Final Approval of a Conditional Use Permit that will allow Honey Bucket to lawfully operate its portable restroom and industrial equipment rental business at the Site Address.
6. To the fullest extent permitted by law, Honey Bucket shall reimburse, defend, save, hold harmless, and indemnify City, its elected officials, officers, agents, and employees from any and all threatened or actual claims, suits, or actions, damages, losses or expenses, including attorneys' fees, but only to the extent caused by, resulting from, arising out of, or relating to the activities of Honey Bucket, its officers, employees, subcontractors, agents, or anyone for whose acts Honey Bucket is responsible. Honey Bucket waives any and all statutory or common law rights of defense and indemnification by City. Nothing in this paragraph requires Honey Bucket or their respective insurers to indemnify City for claims of personal injury or property damage caused by the negligence of City. This duty shall survive the expiration or termination of this Agreement. City may, at any time, assume its own defense and settlement in the event that it determines that Honey Bucket is not adequately defending City's interests, that an important governmental principle is at issue, or that it is in the best interests of City to do so.
7. The failure of City to enforce any provision of this Agreement shall not constitute a waiver by City of that or any other provision.
8. The provisions of this Agreement shall be construed in accordance with the laws of the State of Oregon and ordinances of the City of Tualatin, Oregon. Any action or suits involving any

question arising under this Agreement must be brought in the appropriate court in Washington County, Oregon. If the claim must be brought in a federal forum, then it shall be brought and conducted in the United States District Court for the District of Oregon.

9. In the event that all of the conditions of this Agreement are not met, this Agreement shall be null and void and of no further force and effect.
10. This Agreement is personal to the parties listed above and does not run with the land.
11. This Agreement and attached exhibits constitute the entire agreement between the parties and supersedes all understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind any party unless in writing and signed by all the parties.
12. This Agreement is effective and binding upon Honey Bucket upon the signature of all the parties to this Agreement.

**By signing, Honey Bucket understands that it is not required to enter into this Agreement but voluntarily chooses to do so.**

*Greg Potts*

Date: 1/16/2026

**CITY OF TUALATIN**

By: *Sherilyn Lombos*  
Signer ID: 0Q5M0D8INZ  
Sherilyn Lombos  
City Manager

Date: 1/21/2026

**APPROVED AS TO FORM:**

*Kevin McConnell*  
Signer ID: 2Z1GX00M12...  
City Attorney



## ANALYSIS AND FINDINGS REQUEST FOR REVIEW OF INTERPRETATION 25-0001

September 22, 2025

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Case #:	INT 25-0001
Location:	18805 SW 108 <sup>th</sup> Avenue (Tax Lots: 2S122AD 600, 700 and 800
Planning District:	Light Manufacturing (ML)
Applicant:	Northwest Cascade, Inc. DBA Honey Bucket

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Arrangements can be made to provide these materials in alternative formats such as large type or audio recording. Please contact the Planning Division at 503.691.3026 and allow as much lead time as possible.

## I. INTRODUCTION

### Applicable Criteria

The following Chapters of the Tualatin Development Code (TDC) are applicable to the subject proposal:

- TDC 31: General Provisions
- TDC 32: Procedures
- TDC 39: Use Categories
- TDC 60: Light Manufacturing (ML) Zone
- TDC 63: Industrial Uses and Utilities and Manufacturing Zones – Environmental Regulations

### Site Description



Figure 1 – Aerial view of site with zoning (TualGIS)

The site, owned by Willy Lump Lump LLC, located at 18805 SW 108<sup>th</sup> Avenue (Tax Lots: 2S122AD 600, 700, and 800) is approximately 3.8 acres and is zoned Light Manufacturing (ML). The site takes access from SW 108<sup>th</sup> Avenue via an existing paved driveway and on-site vehicular circulation area on the eastern border.

### Proposed Project

On June 11, 2025, the applicant, Northwest Cascade, Inc. DBA Honey Bucket ("Honey Bucket" or "Applicant"), represented by Merissa Moeller of Stoel Rives LLP, requested an Interpretation of Code Provisions that the proposed uses, which comprise of "a portable restroom and industrial equipment rental business," are Permitted uses within the Light Manufacturing (ML) Zone. Within Table 60-1 (Use Categories in the ML Zone), "a portable restroom and industrial equipment rental business" is not explicitly listed as Permitted in the ML zone. Consequently, the applicant requested that the City of Tualatin (the "City") find the proposed use to be of a similar character and to meet the purpose of the ML zone, as provided in TDC 31.070.

Staff's interpretation decision (INT25-0001), included as Exhibit C, evaluated the application following the interpretation process of TDC 31.070. The decision determined that the primary use most closely aligns with the Solid Waste Treatment and Recycling use category. After review of the record, text and context of TDC 39.100(3)(c) (Accessory Uses) and (4)(Considerations in Classifying Uses), the interpretation found that Honey Bucket's waste-related activities at the subject site are not subordinate and incidental to the stated primary use but part and parcel of and an important, essential component of that use. The decision determined the site does collect, store, and wash the toilets on site, as well as, temporarily store the waste from those toilets onsite. As such, the proposed rental of portable restroom units contains many of the characteristics associated with a Solid Waste Treatment and Recycling use and is properly classified as Solid Waste Treatment and Recycling. The interpretation, concluded that the proposed portable toilet collection and associated holding tank, and the proposed rental of shower units; temporary fence panels (fencing); temporary metal storage containers; and ground-level office units are both prohibited uses within the ML Zone.

Staff issued the INT25-0001 decision on July 11, 2025. The applicant submitted the subject Request for Review on July 24, 2025, included as Exhibit A. The submitted Request for Review stated the applicant would be adversely affected by the decision that business operations are not allowed under the property's current zoning. At the time of writing the analysis and findings, no additional materials have been submitted by the applicant.

#### **Previous Land Use Actions**

- AR 89-15 – Northwest Metal Fab & Pipe Roof Modification

#### **Surrounding Uses**

Adjacent land uses include:

North: Light Manufacturing (ML)

- Lam Research

South: Light Manufacturing (ML)

West: Manufacturing Park (MP)

- Fujimi Corporation

East: Institutional (IN)

- City of Tualatin – Tualatin City Services Building

#### **Exhibit List**

- Exhibit A – Request for Review of INT25-0001, July 24, 2025
- Exhibit B – INT25-0001 Interpretation Request
- Exhibit C - INT25-0001 Interpretation Decision, July 11, 2025
- Exhibit D – Public Notice

## II. FINDINGS

Findings reference the Tualatin Development Code (TDC), unless otherwise noted.

### Chapter 31: General Provisions.

#### Section 31.070 - Interpretation of Code Provisions.

- (1) The City Manager has the initial authority and responsibility to interpret all terms, provisions and requirements of the Tualatin Development Code.
- (2) Unless accompanied by an application, submitted under some other Development Code or Ordinance provision, a party wishing an interpretation must submit a written application to the City Manager. The application must be accompanied by a detailed description of factors related to the issue for interpretation, including, but not limited to:
  - (a) The amount and type of traffic generated;
  - (b) The type of manufacturing or commercial process;
  - (c) The nature of any machinery used;
  - (d) Noise and odor characteristics, associated with the use or activity;
  - (e) Outside storage of materials or products;
  - (f) Type of structures required;
  - (g) Character of activity to be conducted on the site;
  - (h) Determination of the maximum vehicle parking and/or minimum bicycle parking required;
  - (i) Number of persons who would occupy the premises at any one time; and
  - (j) Any other information which the City Manager or designee determines to be relevant to a determination of the issue.
- (3) Within 30 days of the submission of all required information, the City Manager must cause a final decision to be made on the issue. The decision must include findings of fact and conclusions for the particular aspects of the decision, based upon applicable criteria. Notice of the decision must be provided to the City Council. The City Manager must maintain a collection of such decisions.
- (4) The final decision on a Code interpretation under this section may be appealed to the City Council pursuant to the provisions of TDC 31.076 and 31.077.

#### Finding:

The applicant submitted a written request for interpretation (INT25-0001) on June 11, 2025, which included a narrative addressing the standards and details described in Chapter 31. The City issued the formal interpretation decision on July 11, 2025. The applicant submitted a request for review of the INT25-0001 decision on July 24, 2025. The final decision on a Code interpretation under this section may be appealed to the City Council pursuant to the provisions of Tualatin Development Code (TDC) 31.076 and 31.077. However, TDC Sections 31.076 and 31.077 are no longer included in the Tualatin Development Code, and no current provisions address the appeal hearing procedure that applies to TDC 31.070 Interpretations. TDC 32.240- Type IV-A Procedure (Quasi-Judicial Review- City Council Public Hearing) is substantially similar to the quasi-judicial procedures laid out in former TDC 31.076-77 (see esp. TDC 31.076(2)(d);(4) and TDC 31.077). As such, the City will follow the procedures laid out at TDC 32.240 for this Interpretation appeal.

The applicant's request for interpretation (Exhibit B) stated the primary use of the site (rental of portable restrooms and other industrial equipment to other businesses) would be best characterized as a Wholesale Sales Use, and the waste-related components of the use are ancillary and accessory to the primary use.

In the July 11, 2025, INT25-0001 decision (Exhibit C), staff determined that Honey Bucket's primary use most closely aligns with the Solid Waste Treatment and Recycling use category. In making this determination, staff applied the factors outlined in TDC 31.070(2), which reflect the activities described in the applicant's narrative. The machinery used for cleaning and servicing portable sanitation units, noise and odor characteristics generated by those operations, and the necessity of outdoor storage for units awaiting deployment or recently serviced support the Solid Waste Treatment and Recycling classification. To the extent that the applicant is also conducting, uses more appropriately classified as Wholesale Sales, those activities remain subject to the limitations of the ML zone and are addressed further below under Section 39.450.

## Chapter 32: Procedures.

[...]

### Section 32.240 - Type IV-A Procedure (Quasi-Judicial Review—City Council Public Hearing).

Type IV-A decisions are quasi-judicial decisions made by the City Council after a public hearing. A hearing under these procedures provides a forum to apply standards to a specific set of facts to determine whether the facts conform to the applicable criteria and the resulting determination will directly affect only a small number of identifiable persons. Except as otherwise provided, the procedures set out in this section must be followed when the subject matter of the evidentiary hearing would result in a quasi-judicial decision. City Council decisions may be appealed to the state Land Use Board of Appeals pursuant to ORS 197.805—197.860.

- (1) **Submittal Requirements.** Type IV-A applications must include the submittal information required by TDC 32.140(1).
- (2) **Determination of Completeness.** After receiving an application for filing, the City Manager will review the application will for completeness in accordance with TDC 32.160.
- (3) **Written Notice of Public Hearing—Type IV-A.** Once the application has been deemed complete, the City must mail by regular first class mail Notice of a Public Hearing to the following individuals and agencies no fewer than 20 days before the hearing.
  - (a) **Recipients:**
    - (i) The applicant and, the owners of the subject property;
    - (ii) All property owners within 1,000 feet measured from the boundaries of the subject property;
    - (iii) All property owners within a platted residential subdivision that is located within 1,000 feet of the boundaries of the subject property. The notice area includes the entire subdivision and not just those lots within 1,000 feet. If the residential subdivision is one of two or more individually platted phases sharing a single subdivision name, the notice area need not include the additional phases;
    - (iv) All recognized neighborhood associations within 1,000 feet from the boundaries of the subject property;
    - (v) All designated representatives of recognized Citizen Involvement Organizations as established in TMC Chapter 11-9;

- (vi) Any person who submits a written request to receive a notice;
- (vii) Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the City and any other affected agencies, including but not limited to: school districts; fire district; where the project either adjoins or directly affects a state highway, the Oregon Department of Transportation; and where the project site would access a County road or otherwise be subject to review by the County, then the County; and Clean Water Services; Tri Met; and, ODOT Rail Division and the railroad company if a railroad-highway grade crossing provides or will provide the only access to the subject property. The failure of another agency to respond with written comments on a pending application does not invalidate an action or permit approval made by the City under this Code;
- (viii) Utility companies (as applicable); and,
- (ix) Members of the City Council.

(b) The Notice of a Public Hearing, at a minimum, must contain all of the following information:

- (i) The names of the applicant(s), any representative(s) thereof, and the owner(s) of the subject property;
- (ii) The street address if assigned, if no street address has been assigned then Township, Range, Section, Tax Lot or Tax Lot ID;
- (iii) The type of application and a concise description of the nature of the land use action;
- (iv) A list of the approval criteria by TDC section for the decision and other ordinances or regulations that apply to the application at issue;
- (v) Brief summary of the local decision making process for the land use decision being made and a general explanation of the requirements for submission of testimony and the procedure for conduct of hearings;
- (vi) The date, time and location of the hearing;
- (vii) Disclosure statement indicating that if any person fails to address the relevant approval criteria with enough detail, he or she may not be able to appeal to the Land Use Board of Appeals on that issue, and that only comments on the relevant approval criteria are considered relevant evidence;
- (viii) The name of a City representative to contact and the telephone number where additional information may be obtained;
- (ix) Statement that the application and all documents and evidence submitted to the City are in the public record and available for review, and that copies can be obtained at a reasonable cost from the City; and
- (x) Statement that a copy of the staff report will be available for inspection at no cost at least seven days prior to the hearing and will be provided at reasonable cost.

(c) Failure of a person or agency to receive a notice, does not invalidate any proceeding in connection with the application, provided the City can demonstrate by affidavit that required notice was given.

**Finding:**

The submitted request for review is subject to the Type IV-A procedures. The applicant submitted the request for review on July 24, 2025. The public hearing before City Council will be held on September 22, 2025, and will follow the Quasi-Judicial review process. A notice of public hearing for the Type IV-A application for a request for review of INT25-0001 was mailed by city staff on August 25, 2025, and

*contained the information required by this section, as attached in Exhibit D. As of the writing of this report, no comments have been received.*

(5) **Conduct of the Hearing—Type IV-A.** The Mayor (or Mayor Pro Tem) must follow the order of proceedings set forth below. These procedures are intended to provide all interested persons a reasonable opportunity to participate in the hearing process and to provide for a full and impartial hearing on the application before the body. Questions concerning the propriety or the conduct of a hearing will be addressed to the chair with a request for a ruling. Rulings from the Mayor must, to the extent possible, carry out the stated intention of these procedures. A ruling given by the Mayor on such question may be modified or reversed by a majority of those members of the decision body present and eligible to vote on the application before the body. The procedures to be followed by the Mayor in the conduct of the hearing are as follows:

- (a) At the commencement of the hearing, the Mayor (or designee) must state to those in attendance all of the following information and instructions:
  - (i) The applicable approval criteria by Code Chapter that apply to the application;
  - (ii) Testimony and evidence must concern the approval criteria described in the staff report, or other criteria in the comprehensive plan or land use regulations that the person testifying believes to apply to the decision;
  - (iii) Failure to raise an issue with sufficient detail to give the City Council and the parties an opportunity to respond to the issue, may preclude appeal to the state Land Use Board of Appeals on that issue;
  - (iv) At the conclusion of the initial evidentiary hearing, the City Council must deliberate and make a decision based on the facts and arguments in the public record; and
  - (v) Any participant may ask the City Council for an opportunity to present additional relevant evidence or testimony that is within the scope of the hearing; if the City Council grants the request, it will schedule a date to continue the hearing as provided in TDC 32.240(5)(e), or leave the record open for additional written evidence or testimony as provided TDC 32.240(5)(f).
- (b) The public is entitled to an impartial decision body as free from potential conflicts of interest and pre-hearing ex parte (outside the hearing) contacts as reasonably possible. Where questions related to ex parte contact are concerned, members of the City Council must follow the guidance for disclosure of ex parte contacts contained in ORS 227.180. Where a real conflict of interest arises, that member or members of the City Council must not participate in the hearing, except where state law provides otherwise. Where the appearance of a conflict of interest is likely, that member or members of the City Council must individually disclose their relationship to the applicant in the public hearing and state whether they are capable of rendering a fair and impartial decision. If they are unable to render a fair and impartial decision, they must be excused from the proceedings.
- (c) Presenting and receiving evidence.
  - (i) The City Council may set reasonable time limits for oral presentations and may limit or exclude cumulative, repetitious, irrelevant, or personally derogatory testimony or evidence;
  - (ii) No oral testimony will be accepted after the close of the public hearing. Written testimony may be received after the close of the public hearing only as provided by this section; and

- (iii) Members of the City Council may visit the property and the surrounding area, and may use information obtained during the site visit to support their decision, if the information relied upon is disclosed at the beginning of the hearing and an opportunity is provided to dispute the evidence.
- (d) The City Council, in making its decision, must consider only facts and arguments in the public hearing record; except that it may take notice of facts not in the hearing record (e.g., local, state, or federal regulations; previous City decisions; case law; staff reports). Upon announcing its intention to take notice of such facts in its deliberations, it must allow persons who previously participated in the hearing to request the hearing record be reopened, as necessary, to present evidence concerning the newly presented facts.
- (e) If the City Council decides to continue the hearing, the hearing must be continued to a date that is at least seven days after the date of the first evidentiary hearing (e.g., next regularly scheduled meeting). An opportunity must be provided at the continued hearing for persons to present and respond to new written evidence and oral testimony. If new written evidence is submitted at the continued hearing, any person may request, before the conclusion of the hearing, that the record be left open for at least seven days, so that he or she can submit additional written evidence or arguments in response to the new written evidence. In the interest of time, after the close of the hearing, the decision body may limit additional testimony to arguments and not accept additional evidence.
- (f) If the City Council leaves the record open for additional written testimony, the record must be left open for at least seven days after the hearing. Any participant may ask the decision body in writing for an opportunity to respond to new evidence (i.e., information not disclosed during the public hearing) submitted when the record was left open. If such a request is filed, the decision body must reopen the record, as follows:
  - (i) When the record is reopened to admit new evidence or arguments (testimony), any person may raise new issues that relate to that new evidence or testimony;
  - (ii) An extension of the hearing or record granted pursuant to this section is subject to the limitations of TDC 32.030(1) (ORS 227.178—120-day rule), unless the applicant waives his or her right to a final decision being made within 120 days of filing a complete application; and
  - (iii) If requested by the applicant, the City Council must grant the applicant at least seven days after the record is closed to all other persons to submit final written arguments, but not evidence, provided the applicant may expressly waive this right.
- (6) *Notice of Adoption of a Type IV-A Decision.* Notice of Adoption must be provided to the property owner, applicant, and any person who provided testimony at the hearing or in writing. The Type IV-A Notice of Adoption must contain all of the following information:
  - (a) A description of the applicant's proposal and the City's decision on the proposal, which may be a summary, provided it references the specifics of the proposal and conditions of approval in the public record;
  - (b) The address or other geographic description of the property proposed for development, including a map of the property in relation to the surrounding area;
  - (c) A statement that a copy of the decision and complete case file, including findings, conclusions, and conditions of approval, if any, is available for review and how copies can be obtained;
  - (d) The date the decision becomes final; and
  - (e) The notice must include an explanation of rights to appeal a City Council decisions to the state Land Use Board of Appeals pursuant to ORS 197.805—197.860.

**(7) Effective Date of a Type IV-A Decision.**

- (a) The written order is the final decision on the application.
- (b) The date of the order is the date it is mailed by the Mayor (or designee) certifying its approval by the decision body.
- (c) Appeal of a IV-A City Council decision is to the State Land Use Board of Appeals pursuant to ORS 197.805–197.860.

**Finding:**

*The City Council hearing will be conducted according to these requirements. Notice of Adoption of a Type IV-A Decision and any appeal will follow the requirements of this section.*

**Section 32.310 – Appeals (Request for Review).**

**(1) Appeals Generally.**

- (a) **Type I Decisions.** Type I decisions are final at the local level and may only be appealed to Circuit Court through a writ of review process under state law.
- (b) **Type II Decisions.** Type II decisions may only be appealed by a person who has submitted written comments within the 14-day comment period before the decision of the City Manager.
- (c) **Type III Decisions.** Type III decision may be made by any person who submitted written comments prior to or during the public hearing, or provided testimony at the public hearing.
- (d) **Type IV-A and Type IV-B Decisions.** There is no local appeal for Type IV decisions. Type IV decisions appealed to the Land Use Board of Appeals must follow applicable state laws.

**(2) Timing and Submittal Requirements for a Notice of Appeal—Type II and Type III Decisions.** A Notice of Appeal must be made within 14 calendar days of the date of mailing the written Notice of Decision or Notice of Adoption. The Notice of Appeal must be on forms provided by the City and be accompanied by the appeal fee. The notice of appeal must contain the following:

- (a) Identification of the decision sought to be appealed, including its assigned case number, the title or caption of the decision, and the decision date; and
- (b) The name and mailing address of the appellant and a statement establishing the appellant's standing to appeal the decision, including how the appellant is adversely affected by the decision.

**(3) Proper Filing of Notice of Appeal is Jurisdictional.** The timely and complete filing of the notice of appeal and payment of the appeal fee are jurisdictional. The City Manager cannot accept a notice of appeal that does not comply with this section. The City Manager's determination that an appellant has failed to comply with this section is final.

**Finding:**

*Staff issued the interpretation decision for INT25-0001 on July 11, 2025. The applicant submitted the request for review of INT25-0001 on July 24, 2025, within 14 calendar days of the written Notice of Decision. The Notice of Appeal, along with the fee, contained the information required by this section, included in Exhibit A.*

*Staff issued the INT25-0001 decision on July 11, 2025, included as Exhibit C. The applicant submitted the subject Request for Review on July 24, 2025, included as Exhibit A. The submitted Request for Review stated the applicant would be adversely affected by the decision that business operations are not*

*allowed under the property's current zoning. At the time of writing the analysis and findings, no additional materials have been submitted by the applicant.*

**(4) Appeals Hearing Process.**

- (a) The appeal body for appeals will be either the Architectural Review Board, Planning Commission, or City Council as provided in Table 32-1. All appeals are "de novo" meaning new evidence and argument may be submitted at the appeal hearing.
- (b) Appeal hearings conducted by the Architectural Review Board or Planning Commission will follow the Type III hearings process in accordance with TDC 32.230.
- (c) Appeal hearings conducted by the City Council will follow the Type IV-A hearing process in accordance with TDC 32.240.

**(5) Withdrawing an Appeal.**

- (a) At any time before the close of an appeal hearing, any appellant may withdraw the appeal. The appellant must provide written notice of the withdrawal prior to the hearing, or orally at the hearing.
- (b) If the withdrawal is made before public notice of the hearing is sent, the City will refund the appeal fee.
- (c) Where multiple people or parties sign and file a single Notice of Appeal, all parties to the original filing must consent to the withdrawal of the appeal.
- (d) A withdrawn appeal cannot be refiled by any party and no decision by the appeal body is necessary.
- (e) If all appeals are withdrawn, the City Manager must issue a Notice of Appeal Withdrawal to the applicant, the appellant, and the parties who received a Notice of Final Decision. The Notice of Appeal Withdrawal must state the new effective date of the original decision is the date of the withdrawal of the appeal(s).

**Finding:**

*All appeals are "de novo" meaning new evidence and argument may be submitted at the appeal hearing. The appeal hearing will be conducted by the City Council and will follow the Type IV-A hearing process. The hearing scheduled for September 22, 2025, will follow the standards of this section.*

**TDC 32.240. - Type IV-A Procedure (Quasi-Judicial Review—City Council Public Hearing).**

Type IV-A decisions are quasi-judicial decisions made by the City Council after a public hearing. A hearing under these procedures provides a forum to apply standards to a specific set of facts to determine whether the facts conform to the applicable criteria and the resulting determination will directly affect only a small number of identifiable persons. Except as otherwise provided, the procedures set out in this section must be followed when the subject matter of the evidentiary hearing would result in a quasi-judicial decision. City Council decisions may be appealed to the state Land Use Board of Appeals pursuant to ORS 197.805—197.860.

- (1) *Submittal Requirements.* Type IV-A applications must include the submittal information required by TDC 32.140(1).
- (2) *Determination of Completeness.* After receiving an application for filing, the City Manager will review the application will for completeness in accordance with TDC 32.160.

(3) **Written Notice of Public Hearing—Type IV-A.** Once the application has been deemed complete, the City must mail by regular first class mail Notice of a Public Hearing to the following individuals and agencies no fewer than 20 days before the hearing.

(a) **Recipients:**

- (i) The applicant and, the owners of the subject property;
- (ii) All property owners within 1,000 feet measured from the boundaries of the subject property;
- (iii) All property owners within a platted residential subdivision that is located within 1,000 feet of the boundaries of the subject property. The notice area includes the entire subdivision and not just those lots within 1,000 feet. If the residential subdivision is one of two or more individually platted phases sharing a single subdivision name, the notice area need not include the additional phases;
- (iv) All recognized neighborhood associations within 1,000 feet from the boundaries of the subject property;
- (v) All designated representatives of recognized Citizen Involvement Organizations as established in TMC Chapter 11-9;
- (vi) Any person who submits a written request to receive a notice;
- (vii) Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the City and any other affected agencies, including but not limited to: school districts; fire district; where the project either adjoins or directly affects a state highway, the Oregon Department of Transportation; and where the project site would access a County road or otherwise be subject to review by the County, then the County; and Clean Water Services; Tri Met; and, ODOT Rail Division and the railroad company if a railroad-highway grade crossing provides or will provide the only access to the subject property. The failure of another agency to respond with written comments on a pending application does not invalidate an action or permit approval made by the City under this Code;
- (viii) Utility companies (as applicable); and,
- (ix) Members of the City Council.

**Finding:**

The applicant submitted a request for review of the INT25-0001 decision on July 24, 2025. The final decision on a Code interpretation under this section may be appealed to the City Council pursuant to the provisions of Tualatin Development Code (TDC) 31.076 and 31.077. However, TDC Sections 31.076 and 31.077 are no longer included in the Tualatin Development Code, and no current provisions address the appeal hearing procedure that applies to TDC 31.070 Interpretations. TDC 32.240- Type IV-A Procedure (Quasi-Judicial Review- City Council Public Hearing) is substantially similar to the quasi-judicial procedures laid out in former TDC 31.076-77 (see esp. TDC 31.076(2)(d);(4) and TDC 31.077). As such, the City will follow the procedures laid out at TDC 32.240 for this Interpretation appeal.

(b) **The Notice of a Public Hearing, at a minimum, must contain all of the following information:**

- (i) The names of the applicant(s), any representative(s) thereof, and the owner(s) of the subject property;
- (ii) The street address if assigned, if no street address has been assigned then Township, Range, Section, Tax Lot or Tax Lot ID;

- (iii) The type of application and a concise description of the nature of the land use action;
- (iv) A list of the approval criteria by TDC section for the decision and other ordinances or regulations that apply to the application at issue;
- (v) Brief summary of the local decision making process for the land use decision being made and a general explanation of the requirements for submission of testimony and the procedure for conduct of hearings;
- (vi) The date, time and location of the hearing;
- (vii) Disclosure statement indicating that if any person fails to address the relevant approval criteria with enough detail, he or she may not be able to appeal to the Land Use Board of Appeals on that issue, and that only comments on the relevant approval criteria are considered relevant evidence;
- (viii) The name of a City representative to contact and the telephone number where additional information may be obtained;
- (ix) Statement that the application and all documents and evidence submitted to the City are in the public record and available for review, and that copies can be obtained at a reasonable cost from the City; and
- (x) Statement that a copy of the staff report will be available for inspection at no cost at least seven days prior to the hearing and will be provided at reasonable cost.

(c) Failure of a person or agency to receive a notice, does not invalidate any proceeding in connection with the application, provided the City can demonstrate by affidavit that required notice was given.

**Finding:**

*The request for review (appeal) is subject to the Type IV-A procedures. The applicant submitted the request for review on July 24, 2025. The public hearing before City Council will be held on September 22, 2025, and will follow the Quasi-Judicial review process. A notice of public hearing for the Type IV-A application for a request for review of INT25-0001 was mailed by city staff on August 25, 2025, and contained the information required by this section, as attached in Exhibit D. As of the writing of this report, no comments have been received.*

(5) **Conduct of the Hearing—Type IV-A.** The Mayor (or Mayor Pro Tem) must follow the order of proceedings set forth below. These procedures are intended to provide all interested persons a reasonable opportunity to participate in the hearing process and to provide for a full and impartial hearing on the application before the body. Questions concerning the propriety or the conduct of a hearing will be addressed to the chair with a request for a ruling. Rulings from the Mayor must, to the extent possible, carry out the stated intention of these procedures. A ruling given by the Mayor on such question may be modified or reversed by a majority of those members of the decision body present and eligible to vote on the application before the body. The procedures to be followed by the Mayor in the conduct of the hearing are as follows:

- (a) At the commencement of the hearing, the Mayor (or designee) must state to those in attendance all of the following information and instructions:
  - (i) The applicable approval criteria by Code Chapter that apply to the application;
  - (ii) Testimony and evidence must concern the approval criteria described in the staff report, or other criteria in the comprehensive plan or land use regulations that the person testifying believes to apply to the decision;

- (iii) Failure to raise an issue with sufficient detail to give the City Council and the parties an opportunity to respond to the issue, may preclude appeal to the state Land Use Board of Appeals on that issue;
- (iv) At the conclusion of the initial evidentiary hearing, the City Council must deliberate and make a decision based on the facts and arguments in the public record; and
- (v) Any participant may ask the City Council for an opportunity to present additional relevant evidence or testimony that is within the scope of the hearing; if the City Council grants the request, it will schedule a date to continue the hearing as provided in TDC 32.240(5)(e), or leave the record open for additional written evidence or testimony as provided TDC 32.240(5)(f).

(b) The public is entitled to an impartial decision body as free from potential conflicts of interest and pre-hearing ex parte (outside the hearing) contacts as reasonably possible. Where questions related to ex parte contact are concerned, members of the City Council must follow the guidance for disclosure of ex parte contacts contained in ORS 227.180. Where a real conflict of interest arises, that member or members of the City Council must not participate in the hearing, except where state law provides otherwise. Where the appearance of a conflict of interest is likely, that member or members of the City Council must individually disclose their relationship to the applicant in the public hearing and state whether they are capable of rendering a fair and impartial decision. If they are unable to render a fair and impartial decision, they must be excused from the proceedings.

(c) Presenting and receiving evidence.

- (i) The City Council may set reasonable time limits for oral presentations and may limit or exclude cumulative, repetitious, irrelevant, or personally derogatory testimony or evidence;
- (ii) No oral testimony will be accepted after the close of the public hearing. Written testimony may be received after the close of the public hearing only as provided by this section; and
- (iii) Members of the City Council may visit the property and the surrounding area, and may use information obtained during the site visit to support their decision, if the information relied upon is disclosed at the beginning of the hearing and an opportunity is provided to dispute the evidence.

(d) The City Council, in making its decision, must consider only facts and arguments in the public hearing record; except that it may take notice of facts not in the hearing record (e.g., local, state, or federal regulations; previous City decisions; case law; staff reports). Upon announcing its intention to take notice of such facts in its deliberations, it must allow persons who previously participated in the hearing to request the hearing record be reopened, as necessary, to present evidence concerning the newly presented facts.

(e) If the City Council decides to continue the hearing, the hearing must be continued to a date that is at least seven days after the date of the first evidentiary hearing (e.g., next regularly scheduled meeting). An opportunity must be provided at the continued hearing for persons to present and respond to new written evidence and oral testimony. If new written evidence is submitted at the continued hearing, any person may request, before the conclusion of the hearing, that the record be left open for at least seven days, so that he or she can submit additional written evidence or arguments in response to the new written evidence. In the interest of time, after the close of the hearing, the decision body may limit additional testimony to arguments and not accept additional evidence.

(6) ***Notice of Adoption of a Type IV-A Decision.*** Notice of Adoption must be provided to the property owner, applicant, and any person who provided testimony at the hearing or in writing. The Type IV-A Notice of Adoption must contain all of the following information:

- (a) A description of the applicant's proposal and the City's decision on the proposal, which may be a summary, provided it references the specifics of the proposal and conditions of approval in the public record;
- (b) The address or other geographic description of the property proposed for development, including a map of the property in relation to the surrounding area;
- (c) A statement that a copy of the decision and complete case file, including findings, conclusions, and conditions of approval, if any, is available for review and how copies can be obtained;
- (d) The date the decision becomes final; and
- (e) The notice must include an explanation of rights to appeal a City Council decisions to the state Land Use Board of Appeals pursuant to ORS 197.805–197.860.

(7) ***Effective Date of a Type IV-A Decision.***

- (a) The written order is the final decision on the application.
- (b) The date of the order is the date it is mailed by the Mayor (or designee) certifying its approval by the decision body.
- (c) Appeal of a IV-A City Council decision is to the State Land Use Board of Appeals pursuant to ORS 197.805–197.860.

**Finding:**

The City Council hearing will be conducted according to these requirements. Notice of Adoption of a Type IV-A Decision and any appeal will follow the requirements of this section. These criteria will be met.

**Chapter 39: Use Categories.**

**Section 39.100 - Use Classifications – General Principles.**

(1) **Purpose.** Land uses are classified into use categories based on common functional, product or physical characteristics, including the type and intensity of activity typical of impact, type(s) of customers or residents, typical off-site impacts, and building type. The basis for allowing or prohibiting the use categories in the various zones is in the goals and policies of the Comprehensive Plan.

(2) **Organization and Guidelines.** Each use category is organized into the following sections:

- (a) **Characteristics.** A description of the qualities and attributes, essential features, nature of operation, and impacts generally associated with a specific use.
- (b) **Examples of Uses.** An illustrative, not exhaustive, list of activities or land uses that possess the characteristics of the use category.

(3) **Multiple Uses on a Site.** Uses may be regulated differently depending on the nature of the use on a site, in accordance with this section.

- (a) **Multiple Primary Uses.** When all primary uses on a site fall within one use category, then the development falls within that use category. When the primary uses on a site fall within different use categories, each primary use is classified in the applicable use category and is subject to the regulations for that use category.

- (b) **Limited Uses.** Limited uses are uses or activities that are allowed and may be subject to additional regulations beyond those required of the primary use.

**(c) Accessory Uses.** Accessory uses are uses or activities that are subordinate and incidental to a primary use on a site. Accessory uses are allowed in all zones in conjunction with the primary use and subject to the same regulations as the primary use, unless stated otherwise in this code.

**(4) Considerations in Classifying Uses.** The following items are used to determine the use category of a particular use or activity, and whether the activities constitute primary or accessory uses:

- (a) The description of the activity(ies) in relationship to the characteristics of each use category;
- (b) The relative amount of site or floor space and equipment devoted to the activity;
- (c) Relative amount or type of sales from each activity;
- (d) The customer type for each activity;
- (e) The relative number of employees in each activity;
- (f) Hours of operation;
- (g) Building and site arrangement;
- (h) Type of vehicle used with the activity;
- (i) The relative number of vehicle trips generated by the activity;
- (j) How the use advertises itself; and
- (k) Whether the activity would be likely to be found independent of the other activities on the site.

**Section 39.110 – Uses Not Specifically Addressed.** Uses not specifically addressed in this code may be classified into a use category through the process of a Code Interpretation application, pursuant to Section 31.070 (Interpretation of Code Provisions).

[...]

**Finding:**

The Honey Bucket interpretation (INT25-0001) decision issued on July 11, 2025 ([Exhibit C](#)) found that Honey Bucket operates a business at the Site, storing portable restrooms and other job site equipment that is ultimately rented to industrial and construction customers as a business-to-business operation. In the interpretation request narrative ([Exhibit B](#)), when describing the aspects of its business, Honey Bucket asserted the following:

- Honey Bucket's business typically operates between 4 AM and 7PM- but may operate seven days a week with extended hours to accommodate demand surges or peak season events;
- After use by commercial and industrial customers, waste is pumped out of all units offsite before the restrooms are retrieved for cleaning and storage at the Site;
- Trucks that empty the restrooms of waste offsite return to the Site, where the pumped waste is stored temporarily in a holding tank;
- An additional truck empties the tank and delivers the waste to a final offsite destination for disposal
- Once at the Site, employees service the restrooms by washing units inside and outside via a closed loop wash water reuse station that reclaims and recycles water into a private reclamation system;
- Honey Bucket pumps the recycled water with one of its delivery trucks and disposes of it in an approved wastewater facility;

- Employees stock and load clean restrooms with necessary supplies and store them onsite.

The applicant's interpretation request submitted on June 11, 2025 (**Exhibit B**) included a written narrative that stated the primary onsite activity is the loading/unloading, washing and storing of portable restrooms and other industrial equipment rented from the Site.

The July 11, 2025, interpretation decision (INT25-0001), found that Honey Bucket's primary use most closely aligns with the Solid Waste Treatment and Recycling use category. Whether or not the applicant is also conducting or proposes to conduct separate and distinct primary uses that are appropriately classified as Wholesale Sales, those uses are subject to the limitations of the ML zone and are discussed further below under Section 39.450.

Staff issued the INT25-0001 decision on July 11, 2025, included as **Exhibit C**. The applicant submitted the subject Request for Review on July 24, 2025, included as **Exhibit A**. The submitted Request for Review stated the applicant would be adversely affected by the decision that business operations are not allowed under the property's current zoning. At the time of writing the analysis and findings no additional materials have been submitted by the applicant.

#### **Section 39.420 - Solid Waste Treatment and Recycling.**

**(1) Characteristics.** Solid Waste Treatment and Recycling uses receive, process and/or recycle solid waste materials.

**(2) Examples of Uses.**

- Energy recovery plants.
- Portable toilet collection, storage and pumping.
- Recycling-Collection Center (as defined in TDC 39.115).
- Commercial waste composting and/or compost production.

**(3) Exceptions.**

- The following related uses are prohibited in all zones: vehicle and heavy machinery salvage and wrecking; hazardous-waste collection and processing; rendering plants; and junk or salvage yards
- Uses listed above in the Examples of Uses are not allowed in the Special Commercial Setback 60.035 (1-3)
- Community recycling or composting facilities at a community garden are classified as Community Services.

#### **Section 39.450. - Wholesale Sales.**

**(1) Characteristics.** Wholesale Sales are the sale, lease, and/or rental of products primarily to businesses. On-site sales to the general public are limited.

**(2) Examples of Uses.**

- Wholesale sales of industrial hand tools and industrial supplies such as safety equipment and welding equipment.
- Wholesale sales, service and rental of construction and industrial equipment, such as tractors, loaders, hoes, lifts, cranes, and utility trucks, to contractors and industrial firms.

- Wholesale sales and service of machines and tools primarily for industrial and commercial firms including machine tools, fabrication, processing and packaging machinery, hoists, conveyors, racking systems and forklifts.
- Wholesale sales of building materials and supplies, including, but not limited to, electrical supplies; fencing materials; building insulation; lumber; prefabricated trusses and structural frames; structural metal materials; masonry supplies; ceramic & stone tile and pavers; painting supplies; plumbing supplies; plywood and wood panel materials; roofing; siding; flooring; window materials; door materials; and tools (handheld and table or stand mounted).

**(3) Exceptions.**

- Companies that engage primarily in sales to the general public are classified as Retail Sales and Services.
- Companies that engage in sales on a membership basis are classified as either Retail Sales and Services or Wholesale Sales, based on the characteristics of the use.
- Companies that are primarily storing goods with little on-site business activity are classified as Warehouse and Freight Movement.
- Storage, transfer, or processing of hazardous, toxic, or radioactive waste.

**Finding:**

In the request for interpretation ([Exhibit B](#)) submitted June 11, 2025, the applicant stated the primary use at the site was best characterized as a Wholesale Sales use.

The INT25-0001 decision ([Exhibit C](#)) reviewed whether the proposed rental of portable restroom units and the associated temporary waste holding tank could be considered Wholesale Sales. Staff noted the Light Manufacturing (ML) Use Category Table 60-1, further limits this use category to sales of industrial hand tools, industrial supplies such as safety equipment and welding equipment, that are products primarily sold wholesale to other industrial firms or industrial workers; and sale, service and rental of construction and industrial equipment to contractors and industrial firms only; and further that a conditional use is required for wholesale sales of building materials and supplies. Honey Bucket rents rather than sells its product, it is only necessary to examine whether its proposed use could be considered "service and rental of construction and industrial equipment to contractors and industrial firms only." Staff determined that, portable toilets, which are used in a variety of settings, do not appear to be "construction or industrial equipment." Given the applicable examples of uses set out for Wholesale Sales and relevant rules of statutory construction, staff's position is that "construction and industrial equipment" is limited to the machinery and tools used to perform construction or industrial tasks. The Applicant's operation includes activity (receiving solid waste materials) that is not permitted in the Wholesale Sales Industrial Use Category.

The Honey Bucket interpretation (INT25-0001) decision issued on July 11, 2025 ([Exhibit C](#)) staff found that based on the text and context of TDC 39.100(3)(c) and (4) that Honey Bucket's waste-related activities at the Site are not subordinate and incidental to the stated primary use but part and parcel of and an important, essential component of that use. The INT25-0001 decision reflected the following:

- During operating hours, pick-up and delivery trucks leave the Site in the morning with clean and stocked restrooms and return to the Site with empty ones;
- During demand surges, this activity can occur several times a day;
- Waste from the restrooms rented to customers is pumped into trucks offsite, then transported to the Site and temporarily stored in the holding tank onsite;

- That waste is then emptied by one truck and delivered to a disposal site- and this can occur either once or twice per day;
- When the restrooms are returned to the Site, Honey Bucket employees service them, which includes washing them on the inside and outside with a washing system that reclaims and recycles the water in a private reclamation system;
- That recycled water is then pumped into a delivery truck and delivered to a wastewater facility.

The interpretation decision described the nature of the onsite activities which included the need to wash the portable restrooms and capture the waste water onsite. The findings noted that trucks that empty waste from the restrooms offsite then return to the Site with that waste, where it is temporarily stored in a holding tank. This aspect of its operation necessitates the need to employ charcoal filters to capture odors emanating during the transfer between the tank and trucks emptying or depositing into the holding tank.

After review, the City found that the applicant's proposed rental of portable restroom units and the associated temporary waste holding tank is most similar to the Solid Waste Treatment and Recycling use category and not Wholesale Sales. In the Light Manufacturing (ML) zone, Table 60-1 (below) limits a Solid Waste Treatment and Recycling use to be a recycling collection center. TDC39.420(2), lists "portable toilet collection, storage and pumping" as an example of the specific subtype of uses within that category. Honey Bucket receives solid waste materials, which is a listed characteristic that defines the Solid Waste Treatment and Recycling use classification. Additionally, portable toilet collection, storage and pumping are listed as examples of the use. While the use in question does not pump the portable toilets on site, it does collect, store, and wash the toilets on site, as well as, temporarily store the waste from those toilets onsite. For these reasons staff found the use more closely fits the Solid Waste Treatment and Recycling and does not fit the description of a Wholesale Sales use.

The July 11, 2025, interpretation decision (INT25-0001) stated the proposed rental of portable restroom units contains many of the characteristics associated with a Solid Waste Treatment and Recycling use and is properly classified as Solid Waste Treatment and Recycling. Finally, Honey Bucket's use cannot be reasonably construed to be a Recycling-Collection Center (as defined in TDC 39.115) as "A permanent facility for the collection, storage, repair, processing or distribution of repairable or reusable household goods or materials, when housed in a fully enclosed building. In this context, the term "materials" is specifically intended to include empty bottles, jars, cans, boxes or similar containers, as well as newspaper, magazines and other printed matter." Therefore, the proposed rental of portable restroom units as well as the temporary waste holding tank, as it is associated with the use, are both prohibited in the ML zone.

In the request for interpretation (Exhibit B) submitted June 11, 2025, the applicant noted, "we do not believe that implicitly prohibiting portable toilet storage and rental businesses in Tualatin was the City Council's intent in enacting relevant provisions of the TDC. This result contradicts the City's goal of fostering urban growth and a probusiness environment". Staff responded in the interpretation decision by stating there are certain business activities not permitted in the City of Tualatin. Staff emphasized that the record does not reflect any evidence that the Council did not intend to prohibit certain uses. Staff referenced the purpose statement for the ML zone indicating that the Council did intend to place

limitations on certain uses – while still fostering a pro-business environment, particularly those industrial uses that might be considered incompatible with other uses, or industrial uses like wholesale sales which are commercial in nature. The purpose statement provides, “The purpose of this zone is to provide areas of the City that are suitable for industrial uses and compatible with adjacent commercial and residential uses. The zone serves to buffer heavy manufacturing uses from commercial and residential areas. Industrial uses that are environmentally adverse or pose a hazard to life and safety are prohibited. The zone is suitable for warehousing, wholesaling, and light manufacturing processes that are not hazardous and do not create undue amounts of noise, dust, odor, vibration, or smoke. The purpose is also to allow a limited amount of commercial uses and services and other support uses, including office uses in limited locations in close proximity to the Commercial Office (CO) district. Commercial uses are not permitted in the Limited Commercial Setback.”

The applicant submitted the subject Request for Review on July 24, 2025, included as ([Exhibit A](#)). The submitted Request for Review stated the applicant would be adversely affected by the decision that business operations are not allowed under the property's current zoning. As of the writing of this report, no additional materials have been submitted in response to staff's July 11, 2025, interpretation decision.

## Chapter 60: Light Manufacturing (ML) Zone.

### Section 60.100 – Purpose.

The purpose of this zone is to provide areas of the City that are suitable for industrial uses and compatible with adjacent commercial and residential uses. The zone serves to buffer heavy manufacturing uses from commercial and residential areas. Industrial uses that are environmentally adverse or pose a hazard to life and safety are prohibited. The zone is suitable for warehousing, wholesaling, and light manufacturing processes that are not hazardous and do not create undue amounts of noise, dust, odor, vibration, or smoke. The purpose is also to allow a limited amount of commercial uses and services and other support uses, including office uses in limited locations in close proximity to the Commercial Office (CO) district. Commercial uses are not permitted in the Limited Commercial Setback.

### Section 60.200. - Use Categories.

(1) **Use Categories.** Table 60-1 lists use categories Permitted Outright (P) or Conditionally Permitted (C) in the ML zone. Use categories may also be designated as Limited (L) and subject to the limitations listed in Table 60-1 and restrictions identified in TDC 60.210. Limitations may restrict the specific type of use, location, size, or other characteristics of the use category. Use categories which are not listed are prohibited within the zone, except for uses which are found by the City Manager or appointee to be of a similar character and to meet the purpose of this zone, as provided in TDC 31.070.

[...]

**Table 60-1**  
**Use Categories in the ML Zone**

USE CATEGORY	STATUS	LIMITATIONS AND CODE REFERENCES
<b>INDUSTRIAL USE CATEGORIES</b>		
<b>Solid Waste Treatment and Recycling</b>	C (L)	<b>Conditional uses limited to recycling collection center.</b>
<b>Wholesale Sales</b>	P/C (L)	<b>Permitted uses limited to:</b> <ul style="list-style-type: none"><li><b>Sales of industrial hand tools, industrial supplies such as safety equipment and welding equipment, that are products primarily sold wholesale to other industrial firms or industrial workers; and</b></li><li><b>Sale, service and rental of construction and industrial equipment to contractors and industrial firms only.</b></li></ul> <b>Conditional use required for wholesale sales of building materials and supplies</b>

**Finding:**

Tualatin Development Code Table 60-1 lists use categories Permitted Outright (P) or Conditionally Permitted (C) in the Light Manufacturing (ML) Planning District. Uses that are omitted from the table are not permitted in the ML zone. The industrial use category limits the use of Solid Waste Treatment and Recycling to a recycling collection center through the process of a Type III conditional use permit.

The Honey Bucket interpretation (INT25-0001) decision issued by staff on July 11, 2025, determined that the primary use of the site most closely aligns with the Solid Waste Treatment and Recycling Use Category. In the request for interpretation, Honey Bucket acknowledged that if it did engage in onsite waste processing and disposal as part of its operation, its use would have characteristics associated with the Solid Waste Treatment and Recycling Use category. After review, the City found that the applicant's proposed rental of portable restroom units and the associated temporary waste holding tank is most similar to the Solid Waste Treatment and Recycling use category. In the ML zone, Table 60-1 (above) limits a Solid Waste Treatment and Recycling use to be a recycling collection center and does not make allowances either permitted or condition for "portable toilet collection, storage, and pumping". an example of the specific subtype of uses within the Solid Waste Treatment and Recycling category. The July 11, 2025, interpretation decision concluded the proposed rental of portable restroom units as well as the temporary waste holding tank, as it is associated with the use, are both prohibited in the ML zone.

The INT25-0001 decision (Exhibit C) reviewed whether the proposed rental of portable restroom units and the associated temporary waste holding tank could be considered Wholesale Sales. Staff noted the Light Manufacturing (ML) Use Category Table 60-1, further limits this use category to sales of industrial hand tools, industrial supplies such as safety equipment and welding equipment, that are products primarily sold wholesale to other industrial firms or industrial workers; and sale, service and rental of

*construction and industrial equipment to contractors and industrial firms only; and further that a conditional use is required for wholesale sales of building materials and supplies. Honey Bucket rents rather than sells its product, it is only necessary to examine whether its proposed use could be considered "service and rental of construction and industrial equipment to contractors and industrial firms only." Staff determined that, portable toilets, which are used in a variety of settings, do not appear to be "construction or industrial equipment." Given the applicable examples of uses set out for Wholesale Sales and relevant rules of statutory construction, staff's position is that "construction and industrial equipment" is limited to the machinery and tools used to perform construction or industrial tasks. The Applicant's operation includes activity (receiving solid waste materials) that is not permitted in the Wholesale Sales Industrial Use Category.*

*The applicant submitted the subject Request for Review on July 24, 2025, included as Exhibit A. The submitted Request for Review stated the applicant would be adversely affected by the decision that business operations are not allowed under the property's current zoning. As of the writing of this report, no additional materials have been submitted in response to staff's July 11, 2025, interpretation decision.*

### **Chapter 63: Industrial Uses and Utilities and Manufacturing Zones – Environmental Regulations.**

[...]

#### **Section 63.020 – Applicability.**

**The regulations of this Chapter apply to:**

- (1) All industrial uses and utilities, regardless of the Planning District in which they are located, and**
- (2) All Manufacturing Planning Districts, regardless of the use category.**

#### **Section 63.051. - Noise.**

**All uses and development must comply with the Oregon State Department of Environmental Quality standards relating to noise and the City of Tualatin noise ordinance in, TMC 6-14.**

#### **Section 63.052. - Vibration.**

- (1) All uses and development must not cause or permit ground vibration into the property of another person that exceeds the limits set forth below in this section.**
  - (a) Ground vibration as measured at the boundary of a residential planning district and an industrial planning district must not exceed 0.01 inches per second (0.00025 meters per second) RMS velocity.**
  - (b) Ground vibration as measured at a common property boundary of any two properties within any industrial planning district must not exceed 0.1 inches per second (0.0025 meters per second) RMS velocity.**
- (2) Method of Measurement.** Vibration measurement procedures must conform to the methods described in this section and to procedures approved by the Oregon Department of Environmental Quality.
  - (a) Instrumentation must be capable of measuring RMS value of the vibration velocity over the frequency range of ten to 1,000 hertz.**
  - (b) Measurement values must be recorded for a sufficient period of observation to provide a representative sample.**

- (c) Attachment of the vibration transducer to the ground must be by magnetic or screw attachment to a steel bar of a minimum of nine inches (22.9 cm.) in length, driven flush with the ground surface.
- (3) **Exemptions.** The requirements of TDC 63.052(1) do not apply to:
  - (a) Vibration resulting from the operation of any equipment or facility of a surface carrier engaged in interstate commerce by railroad;
  - (b) Vibration resulting from the operation of any road vehicle;
  - (c) Vibration resulting from construction activities and use of construction equipment; and
  - (d) Vibration resulting from roadway maintenance and repair equipment.

#### Section 63.053 - Air Quality.

- (1) **Restrictions.** All uses and development must comply with the most recent air quality standards adopted by the Oregon Department of Environmental Quality. Plans of construction and operations must comply with the recommendations and regulations of the State Department of Environmental Quality.
- (2) **Method of Measurement.** All measurements of air pollution must be by the procedures and with equipment approved by the State Department of Environmental Quality or equivalent and acceptable methods or measurement approved by the City. Upon request of the City, persons responsible for a suspected source of air pollution must provide quantitative and qualitative information regarding the discharge that will adequately and accurately describe operation conditions.

#### Section 63.054. - Odors.

All uses and development must not emit odors in such quantities as to create a nuisance condition at any point beyond the subject property line of the emitting use.

#### Section 63.055. - Heat and Glare.

- (1) All uses and development must conduct all operations producing heat or glare entirely within an enclosed building.
- (2) All uses and development may utilize exterior lighting, but the exterior lighting must be screened, baffled or directed away from residential planning districts.

#### Section 63.056. - Storage and Stored Materials.

- (1) All uses and development must store all materials, including wastes, in a manner that will not attract or aid the propagation of insects or rodents, or in any other way create a health or safety hazard.
- (2) All uses and development that utilize open storage that would otherwise be visible at the property line must conceal it from view at the abutting property line by a sight obscuring fence not less than six feet high and not accessible to the general public to protect public safety.

#### Section 63.057. - Liquid or Solid Waste Materials.

All uses and development are prohibited from disposing waste onto the site or into adjacent drainage ditches, creeks or other natural waterways in violation of State of Oregon DEQ standards, Clean Water Services Standards, City Standards, or in a manner that causes harm to wildlife.

**Section 63.058. - Dangerous Substances.**

All uses and development are prohibited from the storage, transfer, or processing of hazardous, toxic, or radioactive waste.

**Finding:**

*The standards of Tualatin Development Code Chapter 63 apply to all industrial uses and utilities, regardless of the Planning District in which they are located and manufacturing planning districts regardless of the use category. The site is located in the Light Manufacturing (ML) Planning District and the regulations relating to noise, vibration, air quality, odors, heat, glare and lighting, storage and stored materials, liquid and solid waste materials, and dangerous substances would be applicable to any use at the subject site.*

RESOLUTION NO. 5915-25

A RESOLUTION AFFIRMING THE JULY 11, 2025, HONEY BUCKET  
INTERPRETATION DECISION (INT25-0001) LOCATED AT 18805 SW 108<sup>TH</sup>  
AVENUE (TAX LOTS: 2S122AD 600, 700 AND 800).

Whereas a public hearing was held before the City Council of the City of Tualatin on September 22, 2025, upon the request for review submitted by Northwest Cascade, Inc. DBA Honey Bucket (c/o Greg Potts); cc: Merissa Moeller (Stoel Rives LLP), and further described in the findings and analysis attached as Attachment B; and

WHEREAS notice of public hearing was given as required by the Tualatin Development Code by mailing a copy of the notice to affected property owners located within 1000 feet of the property, which is evidenced by the Affidavit of Mailing marked Exhibit D attached and incorporated by this reference; and

WHEREAS the Council heard and considered the testimony and evidence presented on behalf of the applicant, the City staff, the appellant, and those appearing at the public hearing; and

WHEREAS after the conclusion of the public hearing the Council vote resulted in denial of the appeal and affirmation of staff's decision as written; and

WHEREAS based upon the evidence and testimony heard and considered by the Council, the Council makes, enters, and adopts as its findings of fact the findings and analysis in the City staff report, dated September 22, 2025, marked as Attachment B attached and incorporated by reference; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

**Section 1.** The appeal submitted by Northwest Cascade, Inc. DBA Honey Bucket (c/o Greg Potts); cc: Merissa Moeller (Stoel Rives LLP) is denied.

**Section 2.** The Interpretation of the staff decision is affirmed as written.

INTRODUCED AND ADOPTED this 22 day of September, 2025.

CITY OF TUALATIN, Oregon

By 

Mayor

ATTEST:

By 

City Recorder



# CITY OF TUALATIN

## *Staff Report*

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Nicole Morris, Deputy City Recorder

**DATE:** February 23, 2026

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**SUBJECT:**

Consideration of Approval of the Regular Meeting Minutes of February 9, 2026

**RECOMMENDATION:**

Staff respectfully recommends the Council adopt the attached minutes.

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**ATTACHMENTS:**

-City Council Regular Meeting Minutes of February 9, 2026



# CITY OF TUALATIN

## Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Don Hudson, Assistant City Manager/Finance Director

**DATE:** February 23, 2026

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**SUBJECT:**

Resolution No 5944-26, A Resolution to Exempt Specific Affordable Housing Developments From Property Taxes

**RECOMMENDATION:**

Staff recommends the City Council approve the attached resolution.

**EXECUTIVE SUMMARY:**

In April 2022, the City Council adopted an ordinance creating Tualatin Municipal Code (TMC) 14-01, Nonprofit Corporation Low-Income Housing Tax Exemptions. TMC 14-01-020 lays out the criteria that a nonprofit corporation providing low-income housing needs to meet to be eligible for a property tax exemption. Criteria includes that the property be owned by a corporation described in Section 501(c)(3) or (4) of the Internal Revenue Code that is exempt from income taxation under Section 501(a) of the Internal Revenue Code; the property is occupied by low-income persons, or held for the purpose of future development as low-income housing; and the exemption is approved by the City Council.

The City has received two applications under this program for Tax Year 2026 – 2027:

1. Community Partners for Affordable Housing (CPAH) has submitted an application for exemption of property taxes for the Plambeck Gardens development at 23655 SW Plambeck Terrace (Property Account ID R1136023, Tax Lot 2S135D000303). The site contains 116 units that have been developed for use as affordable housing units.
2. FFAH V Woodridge Apts OR, LLC has submitted an application for exemption of property taxes for the Wood Ridge Apartments at 11999 SW Tualatin Road (Property Account ID R523534, Tax Lot 2S115CC00100). The site contains 264 units that have been developed for use as affordable housing units, with 240 units currently occupied.

The applications, which are attached to this staff report, have been reviewed by staff and they have been deemed to be in compliance with TMC 14-01.

**OUTCOMES OF DECISION:**

If approved by the City Council, the City of Tualatin property taxes will be abated on this property.

**FINANCIAL IMPLICATIONS:**

The impact on Tax Year 2026-2027 is estimated to be about \$12,500.

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**ATTACHMENTS:**

- Resolution No. 5944-26
- Applications for Property Tax Exemption for Low-Income Housing Held by Charitable, Non-Profit Organizations

RESOLUTION NO. 5944-26

A RESOLUTION TO EXEMPT SPECIFIC AFFORDABLE HOUSING DEVELOPMENTS FROM PROPERTY TAXES

WHEREAS, Tualatin Municipal Code (TMC) section 14-01 provides for application and consideration of non-profit corporation low-income housing project exemptions from property taxes; and

WHEREAS, the TMC requires applications for exemption be filed with the City by March 1; and

WHEREAS, on February 10, 2026, Community Partners for Affordable Housing, a qualified non-profit corporation, filed an application for property tax exemption for a low-income housing project, and under TMC 14-01 meets all the applicable criteria for exemption; and

WHEREAS, on February 11, 2026, FFAH V Woodridge Apts OR, LLC, a qualified non-profit corporation, filed an application for property tax exemption for a low-income housing project, and under TMC 14-01 meets all the applicable criteria for exemption; and

WHEREAS, upon review of the applications, it was found that granting the exemption would be consistent with the applicable Tualatin Municipal Code and other adopted City policies;

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF TUALATIN, that:

**Section 1.** The applicants qualified for the exemption set forth in Tualatin Municipal Code section 14-01

**Section 2.** The Assistant City Manager/Finance Director, or designee, is directed to certify to the Assessor of Washington County that the City of Tualatin agrees to the abatement of property taxes for the Plambeck Gardens development, 23655 SW Plambeck Terrace, Tualatin, OR 97062 (Property Account ID R1136023, Tax Lot 2S135D000303) and the Wood Ridge Apartments development, 11999 SW Tualatin Road, Tualatin, OR 97062 (Property Account ID R523534, Tax Lot 2S115CC00100).

**Section 2.** This resolution is effective upon adoption.

ADOPTED by the City Council this 23<sup>rd</sup> day of February 23, 2026.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

APPROVED AS TO FORM

ATTEST:

BY \_\_\_\_\_  
City Attorney

BY \_\_\_\_\_  
City Recorder

## Application

### Property Tax Exemption for Low-Income Housing Held By Charitable, Nonprofit Organizations

(Implementing Provisions of ORS 307.540 - 548)

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(For Office Use Only)

, City of Tualatin, Oregon

Date Received February 10, 2026

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D - Description of Charitable Purpose/Project Benefit.....	4
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#### Section A – General Information

Please check one:

Original Application  
 Renewal Application

Corporate Name: Community Partners for Affordable Housing

Address: 6380 SW Capitol Hwy STE #151

Portland, OR 97239

Telephone Number: 503-293-4038 ext 730 /  
Business Alternate Phone

Email Address: nswanson@cpahoregon.org

Chief Executive Officer: Rachael Duke

Contact Person: Nicole Swanson

## Section B - Property to be Considered for Exemption

(Sections B, C, and D must be filled out for each property for which you are requesting a tax exemption)

Owner of record: CPAH Plambeck Limited Partnership

Property Address: 23655 SW Plambeck Ter. Tualatin, OR 97062

(Physical address of the property for which you are seeking an exemption)

Property Tax Account Number(s): R1136023

Tax Lot Account Number(s): 2S135D000303

(Be sure to identify *all* account numbers for both land and improvements on the property for which you are requesting tax exemption. In some cases, land and improvements may have separate account numbers. The Property Tax Account Number(s) and the Tax lot Account Number(s) should be on your property tax statements.)

Total Number of Residential Units in Building(s): 116

Number of Residential Units Occupied by Low-income People: 116

Total Square Feet in Building(s): 202,990

Total Square Feet of Residential and Residential Common Area:<sup>4</sup> 202,990

Date When Exemption was First Granted for this Property: 04/2023  
(For renewal applications only)

<sup>4</sup> This includes halls, baths, dining, and other space dedicated to residential use. Retail uses and other accessory uses not related to residential use are not to be counted.

## Section C - Eligible Property

Do you own the property in question? Yes X No \_\_\_\_\_

If you do not own the property, do you have leasehold interest in the property?

Yes \_\_\_\_\_ No \_\_\_\_\_

If you have an ownership interest in the property, but your organization is not the record owner, describe your interest in the property. NOTE: Your nonprofit organization *must* be responsible for day-to-day operations in order to be eligible for exemption under this program. *Include that information in your description.*

CPAH is the general partner of the limited partnership that is the owner of record. CPAH is responsible for the day to day management of the property.

If you have a leasehold interest, describe your interest and include a statement describing how, as the nonprofit organization, you are obligated under the terms of the lease to pay the ad valorem taxes on this property or other contractual arrangement such that the property tax exemption benefits accrue to the nonprofit agency and the residential tenants rather than the owner or corporation from whom you lease.

n/a

If the property is being held for future low-income housing development, describe the future development (number of units, units broken out by number of bedrooms, amenities available, etc.) and the income level(s) that will be served by the future development.

n/a

**Section D - Description of Charitable Purpose/Project Benefit**  
(Use for multiple projects if same conditions apply)

Briefly describe your organization's charitable purpose:

To provide low-income housing and social services to residents of low-income housing.

Is the property being held for the purpose of developing low-income housing?

Yes  No

The holding period may not exceed three years. When did the period begin? n/a

Is all or a portion of the property is being used for the charitable purpose?

All  Portion

If a portion, approximately what percentage of the property? \_\_\_\_\_

Will the cost savings resulting from the proposed tax exemption enable you to do the following?

a. Reduce the rents that your low-income residential tenants pay on the property in question?

Yes  No

If so, by approximately how much? \$50/month

b. Provide greater services to your low-income residential tenants?

Yes  No

If yes, in what way(s)?

Cost savings will allow for CPAH to pay salary and overhead for service providers.

c. Provide any other benefit to your low-income residential tenants?

Yes  No

If yes, please explain.

Cost savings will allow for CPAH to invest into the ongoing upkeep of the property.

If you lease the property identified in this application, please explain to what extent your lease agreement coincides with the timeframe of the qualifying tax year:

n/a

## Section E – Declarations

(Please read carefully and sign below before a notary)

1. I have attached to this application the IRS declaration of the status of applicant as a tax-exempt corporation under 26 U.S.C. Section 501 (c)(3) or (4).
2. I am aware that the income-qualifying tenants must meet the income guidelines in accordance with 42 U.S.C. Section 1437 (a)(b)(2) as amended. (See Attachment A, Income Eligibility Schedule.) Tenant incomes do not exceed these limitations as I verily believe.
3. I am aware of all requirements for tax exemption imposed by ORS 307.540 - 307.548 (Chapter 660 Oregon Laws 1985, as amended by Chapter 756 Oregon Laws 1987) and modified by Tualatin Municipal Code (TMC) Chapter 14-01.
4. To the best of my knowledge, the above-described property or properties, qualify, or if vacant or under construction, will qualify for property tax exemption once occupancy is established.
5. I have read and understood the criteria provided in TMC 14-1-020, and I certify that the corporation meets that criterion.
6. All the information in this application is true to the best of my belief and knowledge and is for the purpose of determining eligibility for the tax exemption program authorized by ORS 307.540 - 307.548 and administered through Tualatin Municipal Code Chapter 14-01.

By:

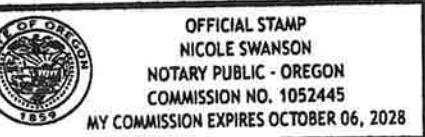
  
\_\_\_\_\_  
Agency Chief Executive Officer (Signature)

Rachael Duke

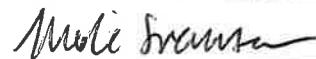
\_\_\_\_\_  
Agency Chief Executive Officer (Print or Type)

For:

\_\_\_\_\_  
Community Partners for Affordable Housing  
\_\_\_\_\_  
Corporate Name (Print or Type)



SUBSCRIBED AND SWORN to before me this 5 day of February, 2026.

  
\_\_\_\_\_  
Notary Public for Oregon (Signature)

  
\_\_\_\_\_  
Notary Public for Oregon (Print or Type Name)

My Commission Expires 10/06/2028

# Application

## Property Tax Exemption for Low-Income Housing Held By Charitable, Nonprofit Organizations

(Implementing Provisions of ORS 307.540 - 548)

(For Office Use Only)



, City of Tualatin, Oregon

Date Received February 11, 2026

### Contents

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### Section A – General Information

Please check one:

Original Application  
 Renewal Application

Corporate Name: FFAH V Woodridge Apts OR, LLC

Address: 69 NW Newport Ave, suite 200

Bend OR 97703

Telephone Number: 949 443 9101 / Business Alternate Phone

Email Address: compliance@ffah.org

Chief Executive Officer: Darrin Willard, President

Contact Person: Nicole Dale, compliance manager

## Section B - Property to be Considered for Exemption

(Sections B, C, and D must be filled out for each property for which you are requesting a tax exemption)

Owner of record: GM Wood Ridge Owner, LP

Property Address: 11999 SW Tualatin Road, Tualatin OR 97602

(Physical address of the property for which you are seeking an exemption)

Property Tax Account Number(s): R523534, R2112836

Tax Lot Account Number(s): 2S115CC00100, 2S115CC00200

(Be sure to identify *all* account numbers for both land and improvements on the property for which you are requesting tax exemption. In some cases, land and improvements may have separate account numbers. The Property Tax Account Number(s) and the Tax lot Account Number(s) should be on your property tax statements.)

Total Number of Residential Units in Building(s): 15 (14 residential, 1 Clubhouse)

Number of Residential Units Occupied by Low-income People: 240

Total Square Feet in Building(s): 249,396

Total Square Feet of Residential and Residential Common Area:<sup>4</sup> 234,444 + 2,000 (clubhouse)

Date When Exemption was First Granted for this Property: \_\_\_\_\_  
(*For renewal applications only*)

<sup>4</sup> This includes halls, baths, dining, and other space dedicated to residential use. Retail uses and other accessory uses not related to residential use are not to be counted.

## Section C - Eligible Property

Do you own the property in question? Yes X No \_\_\_\_\_

If you do not own the property, do you have leasehold interest in the property?

Yes \_\_\_\_\_ No \_\_\_\_\_

If you have an ownership interest in the property, but your organization is not the record owner, describe your interest in the property. NOTE: Your nonprofit organization *must* be responsible for day-to-day operations in order to be eligible for exemption under this program. *Include that information in your description.*

Managing General Partner of the LP, MGP, Managing general partner rents, maintains, and repairs the low-income housing property, or if such duties are delegated to a property management agent, participates in hiring and overseeing the work of the property management agent."

If you have a leasehold interest, describe your interest and include a statement describing how, as the nonprofit organization, you are obligated under the terms of the lease to pay the ad valorem taxes on this property or other contractual arrangement such that the property tax exemption benefits accrue to the nonprofit agency and the residential tenants rather than the owner or corporation from whom you lease.

If the property is being held for future low-income housing development, describe the future development (number of units, units broken out by number of bedrooms, amenities available, etc.) and the income level(s) that will be served by the future development.

**Section D - Description of Charitable Purpose/Project Benefit**  
(Use for multiple projects if same conditions apply)

Briefly describe your organization's charitable purpose:

Provide affordable Housing for low-Income tenants

Is the property being held for the purpose of developing low-income housing?

Yes        No       

The holding period may not exceed three years. When did the period begin? \_\_\_\_\_

Is all or a portion of the property is being used for the charitable purpose?

All X Portion       

If a portion, approximately what percentage of the property? 100%

Will the cost savings resulting from the proposed tax exemption enable you to do the following?

- a. Reduce the rents that your low-income residential tenants pay on the property in question?

Yes        No X

If so, by approximately how much? \_\_\_\_\_

- b. Provide greater services to your low-income residential tenants?

Yes        No X

If yes, in what way(s)?

- c. Provide any other benefit to your low-income residential tenants?

Yes X No       

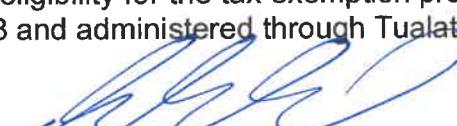
If yes, please explain.

Pay for deferred maintenance and repairs

If you lease the property identified in this application, please explain to what extent your lease agreement coincides with the timeframe of the qualifying tax year:

**Section E – Declarations**  
(Please read carefully and sign below before a notary)

1. I have attached to this application the IRS declaration of the status of applicant as a tax-exempt corporation under 26 U.S.C. Section 501 (c)(3) or (4).
2. I am aware that the income-qualifying tenants must meet the income guidelines in accordance with 42 U.S.C. Section 1437 (a)(b)(2) as amended. (See Attachment A, Income Eligibility Schedule.) Tenant incomes do not exceed these limitations as I verily believe.
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4. To the best of my knowledge, the above-described property or properties, qualify, or if vacant or under construction, will qualify for property tax exemption once occupancy is established.
5. I have read and understood the criteria provided in TMC 14-1-020, and I certify that the corporation meets that criterion.
6. All the information in this application is true to the best of my belief and knowledge and is for the purpose of determining eligibility for the tax exemption program authorized by ORS 307.540 - 307.548 and administered through Tualatin Municipal Code Chapter 14-01.

By:   
**Agency Chief Executive Officer (Signature)**  
**Darrin Willard, President**  
**Agency Chief Executive Officer (Print or Type)**

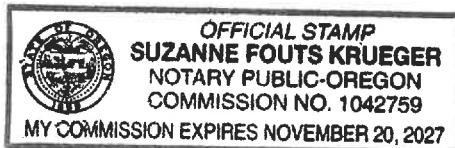
For: Foundation for Affordable Housing V, Inc., sole member of FFAH V Woodridge Apts OR, LLC, MGP of the LP  
**Corporate Name (Print or Type)**

SUBSCRIBED AND SWORN to before me this 10<sup>th</sup> day of February, 2026.

  
Notary Public for Oregon (Signature)

Suzanne Fouts Krueger  
Notary Public for Oregon (Print or Type Name)

My Commission Expires November 20, 2027





# CITY OF TUALATIN

## Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Don Hudson, Assistant City Manager/Finance Director

**DATE:** February 23, 2026

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**SUBJECT:**

Resolution No 5945-26, A Resolution Authorizing the City Manager to Execute a Grant Agreement for Metro Area Communications Commission Grant Awards; Appropriating Special Purpose Revenues in the City's General Fund During the FY 2025-26 Budget; And Rescinding Resolution 5942-26.

**RECOMMENDATION:**

Staff recommends the City Council approve the attached resolution.

**EXECUTIVE SUMMARY:**

On February 9<sup>th</sup>, the City Council approved Resolution No. 5942-26, which accepted grants from the Metro Area Communications Commission and appropriated funds for the grant expenditures in FY 2026-27. Because the grant revenue needs to be spent before June 30, 2026, the resolution should have appropriated the special purpose revenues in the FY 2025-26 Budget. The attached resolution will rescind the resolution approved by the Council on February 9<sup>th</sup> and authorize the execution of the grant agreement and budget appropriations in the correct fiscal year.

**OUTCOMES OF DECISION:**

If approved by the City Council, the appropriation of the grant funds will be placed in the proper fiscal year.

**FINANCIAL IMPLICATIONS:**

The FY 2025-26 General Fund – Information Services budget will be increased by \$32,170 and offset by an increase of \$32,170 in General Fund revenues.

---

**ATTACHMENTS:**

- Resolution No. 5945-26

RESOLUTION NO. 5945-26

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT FOR METRO AREA COMMUNICATIONS COMMISSION GRANT AWARDS; APPROPRIATING SPECIAL PURPOSE REVENUES IN THE CITY'S GENERAL FUND DURING THE FY 2025-26 BUDGET; AND RESCINDING RESOLUTION 5942-26

WHEREAS, the Metro Area Communications Commission is an intergovernmental entity formed under ORS 190; and

WHEREAS, ORS 190 authorizes the City and Metro Area Communications Commission to enter into intergovernmental agreements; and

WHEREAS, under ORS 294.338(2), during the year the Council may authorize the acceptance of special purpose revenues and the associated appropriations through a special purpose revenue budget adjustment resolution; and

WHEREAS, the City received two grant awards during the 2025 cycle, one for \$25,317 (Wireless Network Upgrade) and one for \$6,849 (Fiber Corrections), totaling \$32,166 in special purpose revenues from the Metro Area Communications Commission for technology modifications; and

WHEREAS, the City must comply with MACC's grant program and execute the attached *PEG/PCN Grant Fund Agreement 2025 Fall* (Grant Agreement) in order for the City to accept these grant awards; and

WHEREAS, on February 9, 2026, the City Council adopted Resolution No. 5942-26, which authorized the City Manager to execute the Grant Agreement and adjust the General Fund's budget to reflect receipt of this special purpose revenue and the associated appropriation for FY 2026-27; and

WHEREAS, acceptance of the above-referenced grant awards requires the City to adjust the General Fund's budget to reflect receipt of this special purpose revenue and the associated appropriation for FY 2025-26, and not FY 2026-27.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

**Section 1.** The City Manager is authorized to execute the *PEG/PCN Grant Fund Agreement 2025 Fall* with the MACC, attached and incorporated herein by reference. The City Manager is authorized to make administrative modifications to the Grant Agreement to fully implement its intent.

**Section 2.** The City Manager is authorized and instructed to adjust the General Fund's budget to reflect receipt of the special purpose revenue and the associated appropriation for FY 2025-26:

General Fund Revenues: \$32,170

General Fund Expenditures, Information Services: \$32,170

**Section 3.** Resolution No. 5942-26 is hereby rescinded and shall be of no further force or effect.

**Section 4.** This resolution is effective upon adoption.

Adopted by the City Council this 23<sup>rd</sup> day of February 2026.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

APPROVED AS TO FORM

ATTEST:

BY \_\_\_\_\_  
City Attorney

BY \_\_\_\_\_  
City Recorder

# Supportive Housing Services

Presented by Vahid Brown, Deputy Director



Bringing People and Places  
TOGETHER. Please

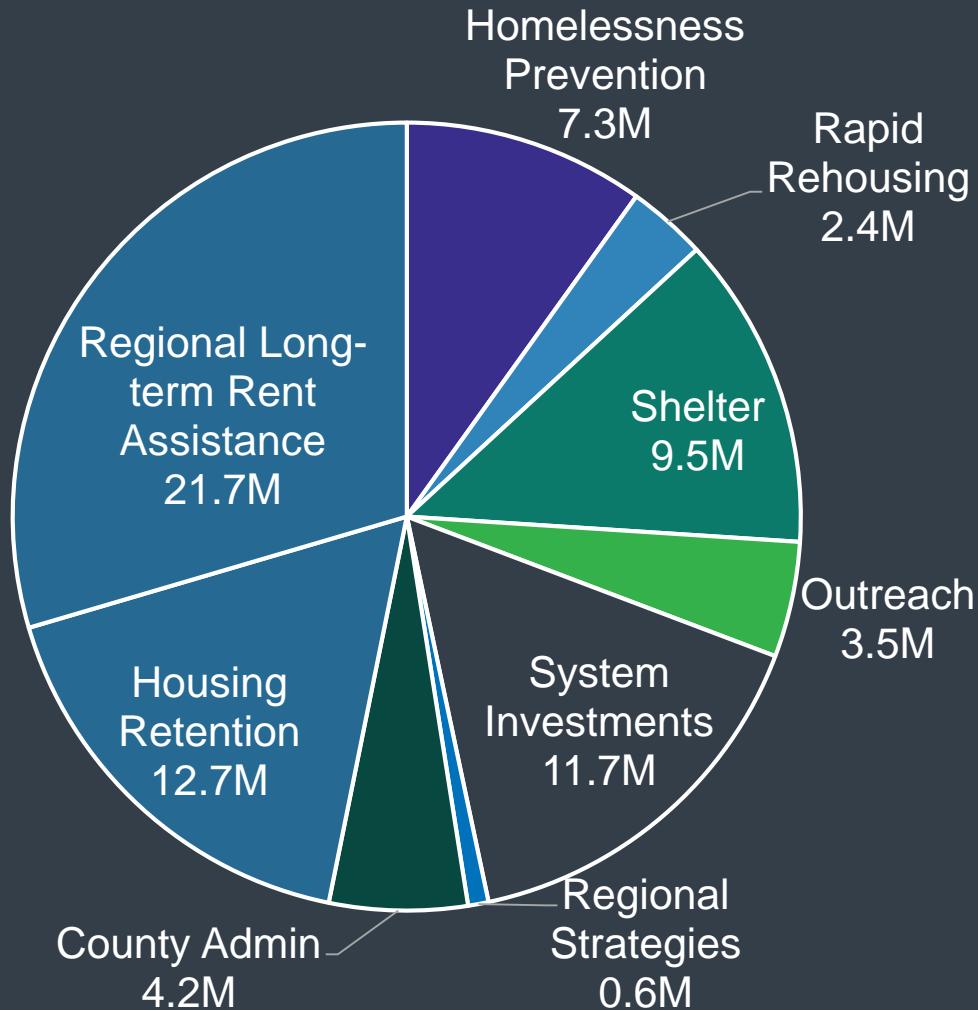
# Since SHS began in 2021



**2,871  
people housed**  
in Clackamas County  
in PSH & RRH

**3,335  
evictions prevented**  
in Clackamas County  
allowing 7,000 people to keep their own homes

# FY 24-25 Outcomes & Spending



1,829 people received RLRA, with a 95% retention rate

Program planning, data, contract administration

Landlord recruitment, health-housing alignment

1,821 evictions were prevented, stabilizing 3,793 people in their own homes

423 people were rapidly rehoused

238 shelter beds served 1,426 people

1,155 people received homeless outreach

Coordinated entry, HMIS, built infrastructure

# Program Highlights



NAYA Shelter



Coordinated Housing Access

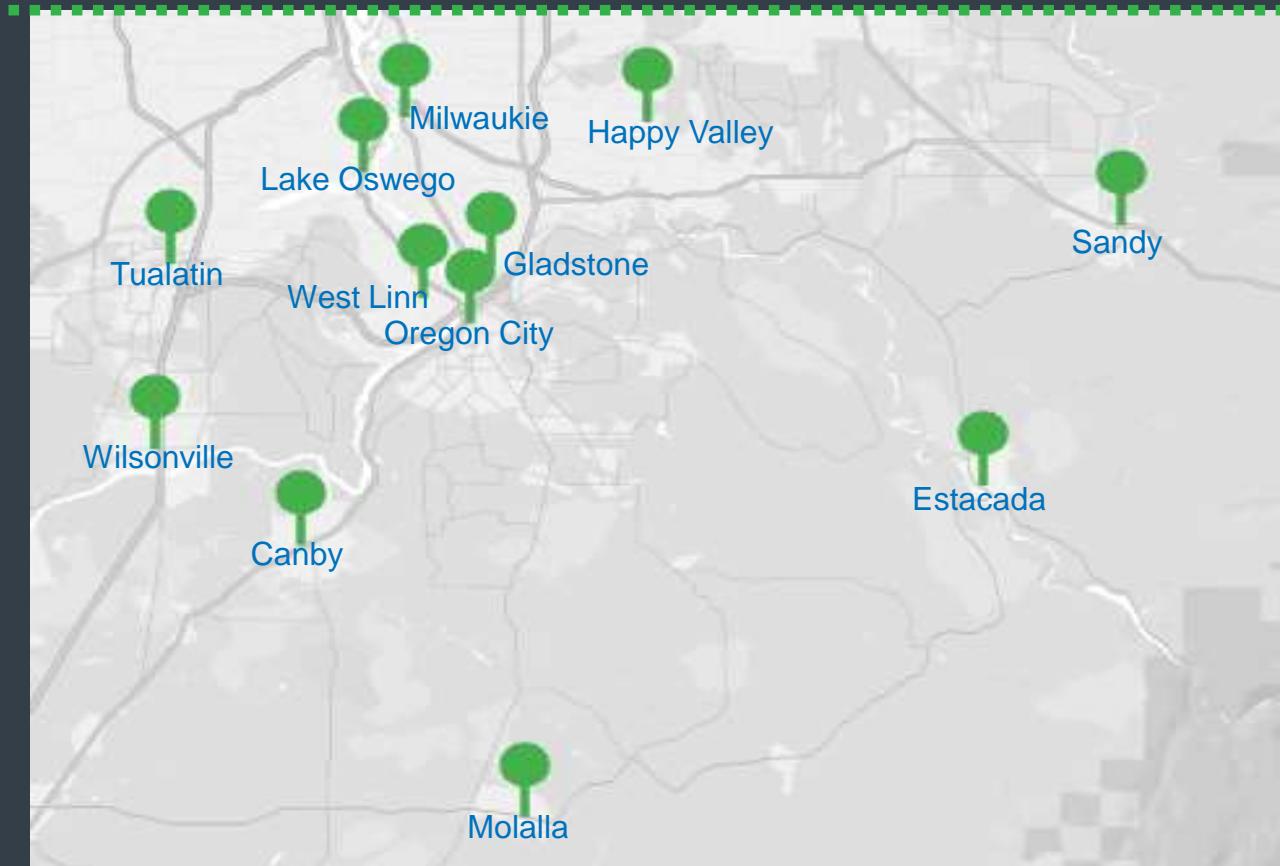


Clackamas Village

# Local Innovation



Health-Housing Alignment



City-Led Initiatives

# SHS Mandates

- Place **1,065 HH** in PSH  
**1,111 HH** placed in PSH
- Stabilize **2,130 HH** in permanent housing  
**3,741 HH** stabilized in permanent housing through eviction prevention and rapid rehousing



# Continuous Improvement

Resource Navigation

Stabilization Center

Inclusive Engagement

Housing 4 Success





# CITY OF TUALATIN

## Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Nicole Morris, Deputy City Recorder

**DATE:** February 23, 2026

---

**SUBJECT:**

Consideration of Recommendations from the Council Committee on Advisory Appointments

**RECOMMENDATION:**

Staff recommends the City Council approve the recommendations from the Council Committee on Advisory Appointments (CCAA)

**EXECUTIVE SUMMARY:**

In accordance with Council Rule 7E(1), the CCAA met and interviewed community members interested in participating on City advisory committees. The Committee recommends appointments of the following individuals:

Individuals	Board	Term
Gerardo Sanchez-Valazquez	Budget Advisory Committee	Term Expiring 12/31/28
Teddy Tsaknaris	Budget Advisory Committee- Student	Term Expiring 12/31/26
Beth Dittman	Tualatin Parks Advisory Committee	Term Expiring 2/28/29
Nisha George	Tualatin Parks Advisory Committee	Term Expiring 2/28/29
Gary Haberman	Core Area Parking District Board	Term Expiring 12/31/28