



Meeting minutes

Meeting: TOD Steering Committee
Date/time: Tuesday, January 24, 2018, 2:00 – 4:00pm
Place: Room 301, Metro Regional Center

Committee members present:

Mark Ellsworth
Derek Abe
Casey Bauman
Puja Bhutani
Bob Stacey

Staff:

Megan Gibb
Ashley McCarron
Patrick McLaughlin
Joel Morton
Jon Williams

Lucy Folau
Jessica Martin
Jodi Wacenske

I. CALL TO ORDER, WELCOME AND INTRODUCTIONS

Chair Mark Ellsworth called the meeting to order at 2:00pm and welcomed committee members and staff, with special welcome to Councilor Bob Stacey, who will be the Metro Council liaison to TOD steering committee. Chair Ellsworth then asked everyone present to introduce themselves.

II. APPROVAL OF MEETING SUMMARIES: NOVEMBER 9

Chair Ellsworth asked if there were any changes or corrections to the meeting summary. Hearing none, he called for a motion to approve the November 9 meeting summary.

Action taken: Mr. Derek Abe moved to approve the November 9 meeting summary. Mr. Casey Bauman seconded the motion. The meeting summary was **approved** with two members abstaining, Ms. Puja Bhutani and Councilor Stacey.

III. PRESENTATION: CANTERBURY GROUP – WESTGATE HOTEL PROJECT

Mr. Pat McLaughlin introduced guests Mr. Ash Patel and Mr. Arvind Patel of Canterbury Hotel Group with Mr. Steve Rigor of Arris Studio Architects. They gave a short presentation of the property at SW Crescent Street and SW Rose Biggi Avenue in Beaverton, called the Westgate Hotel. This property is located on three-quarters of an acre along Rose Biggi Avenue, and would be a 120 room extended stay hotel under the Hyatt House hotel brand. A four storied wood frame construction sitting on top of a fifteen foot concrete podium. The podium would house the majority of the hotel’s public areas including a 2,600 square foot retail space and restaurant (to be leased to a third party) on the corner of Rose Biggi and Crescent Streets.

On the second floor, based on Hyatt House standards, part of the podium would be utilized for a required outdoor pool area, and this area would also include an outdoor BBQ patio area. The fitness room would also be located on the second floor. Floors 3 through 5 would mirror one another as guest rooms. “Extended stay” hotels market to both long term and short term stays, meaning that most of the rooms offer some kind of kitchenette or full kitchen. Operationally, it is always more beneficial to have long term guests because fixed expenses (housekeeping, etc.) are spread across more days without needing to service rooms every day.

One on-site challenge is parking. As designed, the property currently only offers 41 parking spaces, a .33 ratio to the room count. While the City does not require on-site parking, Hyatt House would like to see a 1:1 ratio. However, since this site is located along light rail, guests would be encouraged to use light rail to travel to/from the airport. Restaurant guests and retail space would utilize on-street parking. The hotel entrance would be on Crescent Street; space would be available for guest drop-off. There are currently no plans to offer valet parking.

The committee specifically discussed the design of the building's southern corner and how it could be treated to be more inviting to pedestrians arriving at the hotel on Rose Biggi from the south. While most pedestrians will likely arrive from the east at Rose Biggi and Crescent, the developer intends to add more pedestrian protections and amenities along the southeastern wall near the existing MAX tracks.

It is anticipated that the signed development agreement with the City would be completed in December 2017. Canterbury anticipates submitting for land use permits in February 2018, with the hope of being entitled and ready to break ground in fall of 2018. Committee members thanked the guests for their presentation.

IV. EXECUTIVE SESSION

Chair Mark Ellsworth declared an Executive Session pursuant to 192.660(1)(e), for the purpose of providing a land acquisition update.

Members present: Chair Mark Ellsworth, Derek Abe, Casey Bauman, Puja Bhutani, and Bob Stacey.
Staff present: Megan Gibb, Ashley McCarron, Pat McLaughlin, Joel Morton, Jon Williams, Lucy Folau.

Time executive session started: 2:55pm

Time executive session ended: 3:25pm

V. STAFF UPDATES

Ms. Megan Gibb noted that she is still trying to determine a new meeting time that will work for everyone.

VI. ADJOURN

Chair Ellsworth adjourned the meeting at 3:28pm.

Respectfully submitted by

Attachments to the record:

Items	Topic	Document Date	Description	Document Number
1	Agenda (revised)	01/24/18	Document	012418tsc-01
2	Summary	11/09/17	Document	012418tsc-02