



**STAFF REPORT**

**To:** Planning Commission  
**From:** Ruth Klein, Senior Planner  
**Date:** April 1, 2026  
**Subject:** Request for Development Review Approval  
Case File No. DR-044-25 Sky Harbour Hangars

<b>Site Address:</b>	2315 NE Brookwood Pkwy	<b>Assessor's Tax ID:</b>	1N2280001550
<b>Location:</b>	North of NE Cornell Road, west of NE Brookwood Parkway, east of NE 25 <sup>th</sup> Avenue and south of NE Evergreen Parkway		
<b>Zoning:</b>	I-P Industrial Park	<b>Comprehensive Plan Designation:</b>	IN Industrial
<b>Applicant:</b>	David Annin, Sky Harbour Group	<b>Applicant's Representative:</b>	Emily Sandy, Strata Land Use Planning, LLC

**Requested Planning Commission Action:**

The applicant requests Development Review, with Major Adjustments, approval for a 198,694 square foot airplane hangar that will accommodate approximately 38-42 aircraft. The applicant also requests Major Adjustments to the front setback and parking requirements. Proposed site improvements include parking, paving, modifications to on-site circulation, and landscaping.

**Background/Project Overview:**

The applicant, Sky Harbour Group, proposes to construct six private aircraft hangars in two phases. The hangars are identified as Hangars 1, 2, 3a, 3b, 4, and 5. Hangars 3a and 3b are separate buildings sharing a common wall. A ground support equipment (GSE) building is attached to Hangar 5. Total proposed building floor area across all six hangars and the GSE building is 198,694 square feet. The campus is designed to accommodate approximately 38 to 42 private aircraft. Additional site improvements include an aircraft ramp area, a fuel farm with partial canopy, vehicle parking, internal circulation, landscaping, and two waste and recycling enclosures.

Sky Harbour operates as a home-base operator, providing private aircraft storage, fueling, and light maintenance services to sub-lessors who individually lease hangar bays. The proposed use is classified in the Community Development Code (CDC) as an Aviation Use,

**Planning Division**

which is permitted in the I-P zone with the limitation that the use be located on property owned by the Port of Portland at the Portland-Hillsboro Airport (Airport).

Phase I includes Hangars 3a, 3b, 4, and 5, the GSE building, the fuel farm, associated parking, one trash enclosure, Phase I landscaping, and a temporary security fence. Phase II includes Hangars 1 and 2, remaining parking, the permanent access driveway, all remaining landscaping, and permanent security fencing. The applicant proposes to begin substantial construction of Phase I within two years of land use approval, to begin Phase II construction no later than five years after the Phase I certificate of occupancy, and to complete both phases within ten years of land use approval.

No previous land use approvals apply to this leasehold.

**Site Description:**

The subject site is a 13.14-acre leasehold area on Port of Portland-owned property at the Airport. The site is zoned I-P Industrial Park and is bounded by NE Brookwood Parkway to the east, an airport taxiway to the west, and NW Airport Road, a private road, to the north. The leasehold is currently vacant.

The site is currently a mowed grass field with no existing structures, trees, pavement, or above-ground improvements. Topographic contours on the survey confirm the site is essentially flat with no significant grade change across the leasehold. A french drain is present near the southern end of the site.

NE Brookwood Parkway is the only public street frontage. It is classified as an Arterial Street and is also designated as a Washington County Truck Route, a Major Emergency Response Route, a Major Pedestrian Route, and a Major Transit Route. A Major Transit Stop is located at the signalized intersection of NE Brookwood Parkway and NW Airport Road at the northeast corner of the leasehold. Existing right-of-way improvements along the NE Brookwood Parkway frontage include a sidewalk, curb, and underground utilities. An existing curb cut and driveway apron connecting the leasehold to NE Brookwood Parkway is present and is proposed to be removed as part of this project. NW Airport Road is a private driveway on Port of Portland property.

City mapping confirms no Significant Natural Resource Overlay, Regulatory Floodplain Overlay, wetlands, cultural resources, or slopes of 25 percent or greater on the leasehold. Abutting uses include the airport taxiway and airfield to the west, existing private hangar leaseholds to the south and vacant Airport land to the north. Across NE Brookwood Parkway, to the east, is a business park development with extensive private greenspace.

For information pertaining to surrounding Comprehensive Plan Designations, Zoning and land use, see attached maps.

**Existing Public Utilities:**

An 8" sanitary sewer line ends at the site's existing driveway entrance. A 21" storm sewer line is located within the NE Brookwood Parkway right-of-way and extends north along the site's frontage and stops at the existing driveway approach. A 16" water line is located within the NE Brookwood Parkway right-of-way and extends along the site's entire length. Existing overhead electrical lines are present along the NW Airport Road easement.

**Summary of Procedures:**

Application Submittal Date:	<u>12/01/2025</u>
Application Deemed Complete:	<u>01/29/2026</u>
Date Public Notice Mailed:	<u>03/04/2026</u>
Public Hearing:	<u>04/08/2026</u>
State Mandated 120-Day Rule:	<u>07/13/2026</u>

**Public Testimony:**

As of the writing of this staff report, no written testimony in support of or in opposition to this proposal has been submitted. The attached testimony from Miki Barnes was submitted into the record at the March 25, 2026 hearing.

**Key Considerations:**

Key considerations for this project include the following:

- Compliance with the approval criteria for Development Review; and
- Compliance with the approval criteria for Major Adjustments and Public Benefits.
- NW Airport Road is a private driveway on Port of Portland property. Because it does not meet the CDC definition of a street, the leasehold does not need to meet front yard setbacks from this driveway unless the property owner should choose to dedicate rather than create an easement for this access way. Corner lot and no second-frontage development standards apply.

These issues are discussed in detail within the draft findings of fact document attached to this Staff Report.

**Project Analysis Based on Approval Criteria:**

CDC Ordinance No. 6094, as amended, contains the approval criteria for each application type:

- Section 12.80.040.H: Development Review
- Section 12.80.156.C Major Adjustments

The approval criteria are provided below in this staff report. Staff's analysis of the project's compliance with the approval criteria is provided in the form of findings and is attached.

The applicant's findings in response to the relevant approval criteria can be found within the application narrative. The application also includes supporting documents including the neighborhood meeting documentation and an application plan set.

**Approval Criteria:**

CDC Section 12.80.040.H specifies the approval criteria for a Development Review as follows:

1. *The proposal complies with all of the development standards of the base zone, unless a minor adjustment has been approved concurrently with the Development Review application;*
2. *The proposal complies with any applicable provisions of Subchapter 12.27;*
3. *The proposal complies with any applicable provisions of Subchapter 12.40;*
4. *The proposal complies with the applicable development standards in Subchapter 12.50;*
5. *The proposal complies with any applicable plan district standards in Subchapter 12.60;*
6. *The proposal meets all existing conditions of approval for the site or use, as required by prior land use decision(s), as applicable.*
7. *Additional Criteria for Non-Residential Applications. (including the non-residential portion of a mixed-use development):*
  - a. *The transportation system can safely and adequately accommodate the proposed development;*
  - b. *Parking areas and entrance-exit points are designed to facilitate on-site vehicular circulation and pedestrian safety and avoid congestion on public streets;*
  - c. *Any special features of the site (such as topography, hazards, vegetation, significant natural and cultural resources, etc.) have been integrated into the site development plan;*
  - d. *The design and operating characteristics of the proposed development are reasonably compatible with surrounding development and land uses; and*
  - e. *Negative impacts of the development have been sufficiently minimized or mitigated.*

CDC Section 12.80.156.C specifies the approval criteria for a Major Adjustment as follows:

1. *Granting the requested Adjustment will not obstruct on- or off-site pedestrian or vehicular movement;*
2. *City-designated significant natural or cultural resources, if present, will be preserved if the Adjustment is approved;*
3. *The development will remain consistent with the overall purpose of the base zone after the Adjustment or the combined Adjustments if more than 1 is proposed;*
4. *The request for the Adjustment includes building, structure, or site design features, such as the public benefit standards in Section 12.50.900 or the habitat friendly practices in Section 12.50.930, that compensate for the requested Adjustment or better meet the purpose of the standard being adjusted;*
5. *The Adjustment complies with any applicable additional standard-specific criteria in Section 12.80.158;*

6. *The Major Adjustment is not a response to special conditions over which the applicant has no control, which would be more appropriately addressed under a Variance procedure; and*
7. *The applicable standard from which the adjustment is requested is not listed as a Standard not Subject to Variance or Adjustment in Subsection 12.80.150.D.*

**Cost:**

This is an applicant-initiated Development Review with Major Adjustments. The associated costs are City staff and Planning Commission review time, and cost of public notice printing and mailing. These costs are partially offset by the application fee.

**Staff Recommendation:**

Based on Staff's analysis of the project's compliance with the approval criteria, Staff recommend that the Commission approve the request for Development Review with Major Adjustments. Staff recommend the Commission open the public hearing for Case File No. DR-044-25, accept testimony, and deliberate on the proposed development's compliance with the CDC. Should the Commission find that the request complies with the applicable approval criteria, draft conditions of approval and draft findings are attached for consideration.

**Attachments:**

- A. City Department and Agency Comments
    - Consolidated Department Comments
    - Washington County Comments
    - Clean Water Services Comments
  
  - B. Maps
    - Comprehensive Plan Map
    - Zoning Vicinity Map
    - Aerial Context Map
  
  - C. Testimony
    - Miki Barnes, email dated March 25,2026
  
  - D. Draft Order
    - A. Draft Conditions of Approval
    - B. Draft Findings of Fact
    - C. Tax Map
    - D. Partial Plan Set
- cc: Beverly Pearman, Port of Portland  
David Annin, Sky Harbour Group  
Emily Sandy, Strata Land Use Planning, LLC  
Miki Barnes  
File

**Attachment A**  
**Review Comments**  
**Case File No. DR-044-25 Sky Harbour Hangars**

**Review Group: Admin Division - Address**

1. The addresses for this project will be issued following issuance of the Notice of Decision. Each building will be assigned an address. The addresses will be assigned off of NE BROOKWOOD PKWY. This may change if NW AIRPORT RD receives road improvements.
2. The private street currently named NW AIRPORT RD will need to be renamed with the correct prefix "NE" and suffix, "WAY" if private or "STREET" if public (HMC 9.24.020). Please coordinate with us for the name of the street.

**Review Group: Building Division**

1. Building permit submittals shall include a code summary with sufficient information to demonstrate compliance with the current codes. (OSSC 107.2.1)
2. A Geotechnical Investigation Report will be required at the time of building permit application. (OSSC Section 1803.2)
3. Building permits must show all new work demonstrates full compliance with the ICC/ANSI A117.1-2017 and the current OSSC Chapter 11 Accessibility requirements.
4. Building permit submittal shall demonstrate how accessible parking spaces, Van Accessible spaces, and 'Wheelchair User Only' spaces are calculated in accordance with OSSC Section 1106.1 and designed in compliance with the standards for Accessible Parking Places set forth by the Oregon Transportation Commission.
5. Building permit submittal shall demonstrate how at least one accessible route within the site is provided from public transportation stops, accessible parking, accessible passenger loading zones, and public streets or sidewalks to the building entrance. OSSC Section 1104
6. Building permit submittal shall demonstrate how egress will be provided to public way with the site, as proposed, bound by buildings and fences on all sides. This design shall provide for gates and/or doors for complete egress from all portions of all buildings through the site to the public way. These required doors and/or gates shall meet all egress component requirements for size, swing and hardware in accordance with

OSSC Section 1010.

7. Building permit submittal shall include a report to identify the maximum expected quantities of hazardous materials to be stored, used in a closed system, used in an open system, and subdivided to separately address hazardous material classification categories based on OSSC Tables 307.1(1) and 307.1(2). The methods of protection from such hazards including but not limited to control areas, fire protection systems and Group H occupancies shall be indicated in the report and on the plans. (OSSC 414.1.3)
8. Building permit submittal shall demonstrate how fire separation between buildings, property lines, and public way is in accordance with OSSC 412.3.1, 705.
9. Building permit submittals shall clearly identify the classification of each hanger per OSSC Table 412.3.6 and identify the type of fire suppression to be provided in accordance with OSSC 412.3.6
10. Separate building permit submittals shall be provided for each separate building/structure. OSSC 105

#### **Review Group: Engineering Department**

1. During the 11th month of the one-year maintenance period, the developer shall ensure that all public stormwater and sanitary sewer infrastructure created and used by the associated development shall be thoroughly cleaned and inspected. An electronic and paper copy of the video inspection report in National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) format shall be submitted to the Public Works Department.
2. Construction of private stormwater quality facilities require a Private Maintenance Agreement to be submitted, approved and recorded prior to occupancy. Please contact the Public Works Department Storm and Sanitary Division at Stormwater@Hillsboro-Oregon.gov to request a template and instructions during the plan review process to complete the maintenance agreement recording process.
3. A preconstruction meeting is required for Public Infrastructure and Erosion Control Permit types. A preconstruction meeting can be scheduled after all required documentation has been received and all permits are deemed approved (this includes any Department of Environmental Quality and Clean Water Services permits).
4. The performance assurance requirement is 100% of all public construction costs based on the engineers cost estimate.
5. A Grading and Erosion Control Permit is required for any project that disturbs a total of 500 square feet or more of soil. This includes any and all disturbance of soils during grading, staging, stockpiling as well as material storage areas. The submittal must

meet minimum requirements as shown in the City of Hillsboro Design & Construction Standards. Area of disturbance must be clearly identified on submitted construction plans. If site area and any offsite improvements required for this development is one acre or greater, the project will require a DEQ 1200-CN Erosion Control Permit. If site area and any offsite improvements required for this development is five acres or greater, the project will require a DEQ 1200-C Erosion Control Permit. Review Timelines: Two (2) weeks for initial review One (1) week for each additional review as needed Additional review times are required for DEQ 1200-C Permit Grading and Erosion Control Permits are submitted through the Public Works Department. A Clean Water Services (CWS) Storm Water Connection Permit Authorization (SWCPA) will be required prior to issuance of any site work permits. Once the site permits are approved by the City, the City will submit a complete packet to CWS for the SWCPA. CWS Review takes approximately three (3) weeks to complete. You can find Grading and Erosion Control Permit applications and guidance documents at: <https://www.hillsboro-oregon.gov/our-city/departments/public-works/permits/apply-for-a-permit>. Please send completed applications to [ENG\\_Permits@Hillsboro-Oregon.gov](mailto:ENG_Permits@Hillsboro-Oregon.gov)

6. A Public Infrastructure Permit will be required for this project if you are conditioned to build, extend or improve any public utilities or infrastructure such as sidewalks, streets, lights, signals, fiber backbone, signs, water, storm sewer, sanitary sewer, etc. Submittal must meet the requirements as shown in City of Hillsboro Design & Construction Standards. Review Timelines: Two (2) weeks for initial review One (1) week for each additional review as needed You can find Public Infrastructure Permit applications and guidance documents at: <https://www.hillsboro-oregon.gov/our-city/departments/public-works/permits/apply-for-a-permit>. Please send completed applications to [ENG\\_Permits@Hillsboro-Oregon.gov](mailto:ENG_Permits@Hillsboro-Oregon.gov)
7. Maintenance Assurance requirements:
  - a. Prior to release of Performance Assurance, a 1-year Maintenance Assurance will be required at 10 percent of the cost to construct all required public infrastructure. This assurance shall only be released through written authorization from the City of Hillsboro.
  - b. Prior to release of Performance Assurance, a 2-year Maintenance Assurance will be required at 100 percent of the cost to install all required landscaping and maintain the landscaping for a period of two years. This Maintenance Assurance will be released two years after acceptance if 80 percent of landscaping survives as required per Table 2-2 from the Clean Water Services (CWS) Design and Construction Standards through written authorization from the City of Hillsboro.
  - c. Prior to release of the Performance Assurance and connection permits, a 1-year Maintenance Assurance will be required at 100 percent of the cost to install and maintain post-construction erosion control measures for a period of one year. This Maintenance Assurance will be released one year after completion and

acceptance of construction per Table 2-2 from the CWS Design and Construction Standards through written authorization from the City of Hillsboro. d. Prior to release of the Performance Assurance, a 1-year Maintenance Assurance will be required at 100 percent of the cost to construct a Water Quality Facility, which will be released one year after acceptance following provision of evidence of proper operational functionality and: i. Facility owner-signed long-term maintenance agreement, ii. A signed and submitted Water Quality Facility Certificate of Completion, iii. A submitted copy of recorded 'Easement for Water Quality Preservation and Storm and Surface Water Drainage', iv. Written authorization from the City of Hillsboro releasing the Maintenance Agreement.

8. A Private Utilities Permit is required for projects that create or modify 1000 square feet or more of impervious surface and if the utilities therein serve only one property. Submittal must meet the requirements as shown in Clean Water Services Design & Construction Standards Section 2.04.1. You can find building permit applications and guidance documents at: <https://www.hillsboro-oregon.gov/our-city/departments/community-development/development-permitting/building-permits>. Please send completed applications to [Permits@Hillsboro-Oregon.gov](mailto:Permits@Hillsboro-Oregon.gov)

### **Review Group: PGE**

1. Project is currently under PGE design. PGE project number is M5951800. Initial metering and transformer locations have been determined. However, see below.  
Metering must be located within 10-feet of a drivable surface and must be on the outside of the building. Coordination of metering location must occur prior to PGE beginning system design.  
The transformer must be located on the project property and within 15 feet of a drivable surface. Sidewalks, pedestrian pathways, recreational park areas, and any other surface not able to support a 60,000 lb. line truck do not fulfill the requirement. Transformers located within 5 feet will need to be protected by concrete-filled pipe bollards.  
A continuous, 8-foot wide public utility easement (PUE) will be required for the installation of all PGE primary and secondary cabling. Additional PUE width will be required depending on equipment locations and surrounding conditions.  
Coordination of all transformer, vault, and box locations, as well as additional PUE area and conduit size/routing, must occur prior to PGE beginning system design.  
Refer to PGE Electric Service Requirements (ESR) book for additional information regarding transformer and metering location and working clearance. Link: <https://portlandgeneral.com/builders-new-construction/electric-service-requirements>

### **Review Group: Planning Division - Transportation**

1. City staff recommend the applicant to submit applications for all necessary permits to Washington County prior to submittal of the Grading and Erosion Control Permit. Permits through Washington County could take up to six months. Right-of-way improvements within Washington County's jurisdiction may require a Facility or Right-Of-Way Permit. Depending on the jurisdiction, the permit type will be determined by the appropriate engineering reviewer.

### **Review Group: Solid Waste and Recycling**

1. The franchised waste hauler servicing this property is Hillsboro Garbage Disposal, 503-648-4219, <https://www.hillsboro-oregon.gov/our-city/departments/city-manager-s-office/sustainability/garbage-and-recycling>.
2. The City's Business Recycling Requirements are found at <https://www.hillsboro-oregon.gov/our-city/departments/city-manager-s-office/sustainability/garbage-and-recycling>.
3. More information on the City's franchised solid waste collection program, including the franchise territory boundaries, can be found on the City's webpage at <https://www.hillsboro-oregon.gov/our-city/departments/city-manager-s-office/sustainability/garbage-and-recycling>, or by calling 503-681-6191.
4. The waste hauler has reviewed the proposed plan and believes the gate width will work for their services.

### **Review Group: Washington County Engineering**

1. 03/03/26 RobS: Thank you for allowing Washington County Engineering to review this application. We have submitted our comments to Tony Mills who will coordinate County conditions with City of Hillsboro planning staff.

### **Review Group: Washington County Transportation Planning Review**

1. The proposed development intends to access the fourth leg (west leg) of the intersection between SW Brookwood Parkway and Springer Street. This leg of the intersection is currently gated, and the signal is not activated. All new vehicle trips generated by the proposed development will travel through this intersection. To activate the fourth leg of the intersection, an intersection study is warranted. The

study is necessary to determine turning movements, signal timing, and any potential safety hazards; it should (at minimum) address the west leg lane configuration, intersection sight distance, and capacity.



## Transportation Development Review Comments City of Hillsboro DR-044-25

**Date:** March 23<sup>rd</sup> 2026

**Jurisdiction:** Hillsboro

**Application:** DR-044-25

**City Contact:** Ruth Klein, Senior Planner

Phone: 503-681-6465

Email: Ruth.Klein@hillsboro-oregon.gov

**County Staff:** Tony Mills, Associate Planner

Phone: 503-846-3837

Email: tony\_mills@washingtoncountyor.gov

### Site/Application Information

**Existing Use:** Vacant

**Proposal:** Construct six private hangers with associated office and lounge areas and a parking area with 60 off-street parking spaces; as well as other site improvements necessary to support aircraft hangers. The total new floor area is expected to be ±198,694 square feet.

**Site Size:** ±13.14-Acres

**Site Address:** No situs

**County Right-of-Way:** NE Brookwood Parkway

**Washington County**

**Assessor's Maps:** 1N228000, Tax Lot 1550

## **ACRONYM DEFINITIONS:**

“WCCO” means Washington County Code of Ordinances “TSP” Washington County’s Transportation System Plan

“RCDS” means Washington County’s Road Construction and Design Standards

“CDC” means Washington County’s Community Development Plan

“AASHTO” means American Association of State Highway and Transportation Officials

“ESAL” means Equivalent Single Axle Load

“MUTCD” means Manual on Uniform Traffic Control Devices

“ITE” means Institute of Transportation Engineers

## **COMMENTS**

The Washington County Department of Land Use and Transportation has assessed the land use application to construct new private hangars at Hillsboro Airport (Washington County Assessor’s Map 1N228000, Tax Lot 1550) within the City of Hillsboro. As proposed, the new development will access the public right-of-way via a signalized intersection at NW Airport Road and NE Brookwood Parkway. This intersection is within Washington County’s jurisdiction.

NW Airport Road meets NE Brookwood Parkway at an intersection. Currently, the west leg of this intersection is barricaded and closed for access. Preliminary plans show site improvements will add a private driveway to NW Airport Road. The existing barricade will be moved north of this new driveway, allowing traffic to use the fourth leg at NE Brookwood. This fourth leg is not currently activated.

Washington County will allow the proposed development to utilize the intersection to access the roadway. Since all vehicle trips generated by the proposed development will access the right-of-way via the intersection of NW Airport Road and NE Brookwood Parkway, a study of the intersection is required to determine signal timing, safety mitigations, and other improvements necessary to allow for the safe and efficient use of the intersection.

## I. GENERAL REQUIREMENTS

### A. Permit Requirements

1. Facility Permits must comply with the submittal requirements outlined in WCCO Title 15.08.210.
2. An early access permit is required for site work where construction traffic will utilize the county's right-of-way.
3. Submit a construction access and traffic circulation/control plan.
4. Per WCCO, Title 15.08.3.40.070, and CDC Section 501-8.5.B(4), new private driveway entrances onto an arterial road are restricted. In cases where access to an arterial road is necessary, a design exception may be submitted to the county engineer for review. Applications for a design exception must conform to the submittal requirements in WCCO, Title 15.08.220.020.2. Applicants are required to demonstrate that the request conforms to the review criteria in Title 15.08.220.020 of the WCCO.
5. Provide a Pavement Report prepared by a Professional Engineer. The report will include recommendations for new full-depth pavement and/or pavement repair for existing roadway sections affected by the project. The report shall include, but is not limited to, the following recommendations: Existing pavement condition analysis, Grind and Inlay/Overlay, pavement repair, "Wet Weather" pavement construction, ESAL calculations, AASHTO pavement design calculations, soil classification, modulus, and laboratory test results.

### B. Improvements

6. Per WCCO, Title 15.08.340.110, retaining walls supporting private property are not allowed within the right-of-way.
7. Construction activity impacting existing survey monuments in the right-of-way shall conform with the standards in WCCO, Title 15.08.310.020. Any new survey monuments within the right-of-way shall follow the requirements in WCCO, Title 15.08.310.030.
8. Coordinate with private property owners and the Postmaster General to relocate mailboxes as needed.

### C. Utilities

1. Per WCCO, Title 15.08.340.160.1, Dry utilities should be located outside the paved road where feasible. Underground utilities intended to provide direct service to adjacent properties with future connection shall not be located within the paved section of a constructed road unless approved by county staff.
2. Above-ground utilities shall meet the minimum clear zone requirements in WCCO Title 15.08.320.070.
3. Wet utilities shall be designed according to the relevant service provider's

requirements,  
and the county engineer shall review their impact on the roadway.

4. When locating lighting and signal poles, the contractor shall coordinate with Portland General Electric and the Bonneville Power Administration to confirm the required clearance distances from power lines and other equipment.

## **II. PRIOR TO SUBMITTING A FACILITY PERMIT REQUEST**

- A. Submit a \$180 deposit with an intersection study providing analysis of the intersection between NE Brookwood Parkway and NW Airport Road. Reviews requiring more than 1.5 hours of staff time will be assessed for additional fees at cost.
  1. The analysis should address the impact that activating the fourth leg of the intersection will have on the operation of the existing signal, including: traffic volumes, signal timing, sight distance, and preliminary recommendations for lane striping based on the applicable warrant analysis.
- B. A Facility Permit is required. The deposit amount and specific requirements will be determined through the preliminary review of the intersection study.

*Please contact Tony Mills, Associate Planner, at 503-846-3837 or by email at [tony\\_mills@washingtoncountyor.gov](mailto:tony_mills@washingtoncountyor.gov) with any questions.*

Cc: Road Engineering Services Traffic Engineering Services Assurances Section Transportation File

## MEMORANDUM

**Date:** March 3, 2026  
**To:** Ruth Klein, Planning Department, City of Hillsboro  
**From:** Jackie Sue Humphreys, Clean Water Services (CWS)  
**Subject:** Sky Harbour Hangers, DR-044-25, 1N2280001500

Please include the following comments when writing your conditions of approval:

### **PRIOR TO ANY WORK ON THE SITE**

A Clean Water Services (CWS) Storm Water Connection Permit Authorization must be obtained. Application for CWS Permit Authorization must be in accordance with the requirements of the Design and Construction Standards, Resolution and Order No. 19-5 as amended by R&O 19-22, or prior standards as meeting the implementation policy of R&O 18-28, and is to include:

- a. Detailed plans prepared in accordance with Chapter 2, Section 2.04.
- b. Detailed grading and erosion control plan. An Erosion Control Permit will be required. Area of Disturbance must be clearly identified on submitted construction plans. If site area and any offsite improvements required for this development exceed one-acre of disturbance, project will require a 1200-CN Erosion Control Permit. If site area and any offsite improvements required for this development exceed five-acres of disturbance, project will require a 1200-C Erosion Control Permit.
- c. Detailed plans showing the development having direct access by gravity to public storm and sanitary sewer.
- d. Provisions for water quality in accordance with the requirements of the above named design standards. Water Quality is required for all new development and redevelopment areas per R&O 19-5, Section 4.04. Access shall be provided for maintenance of facility per R&O 19-5, Section 4.07.6.

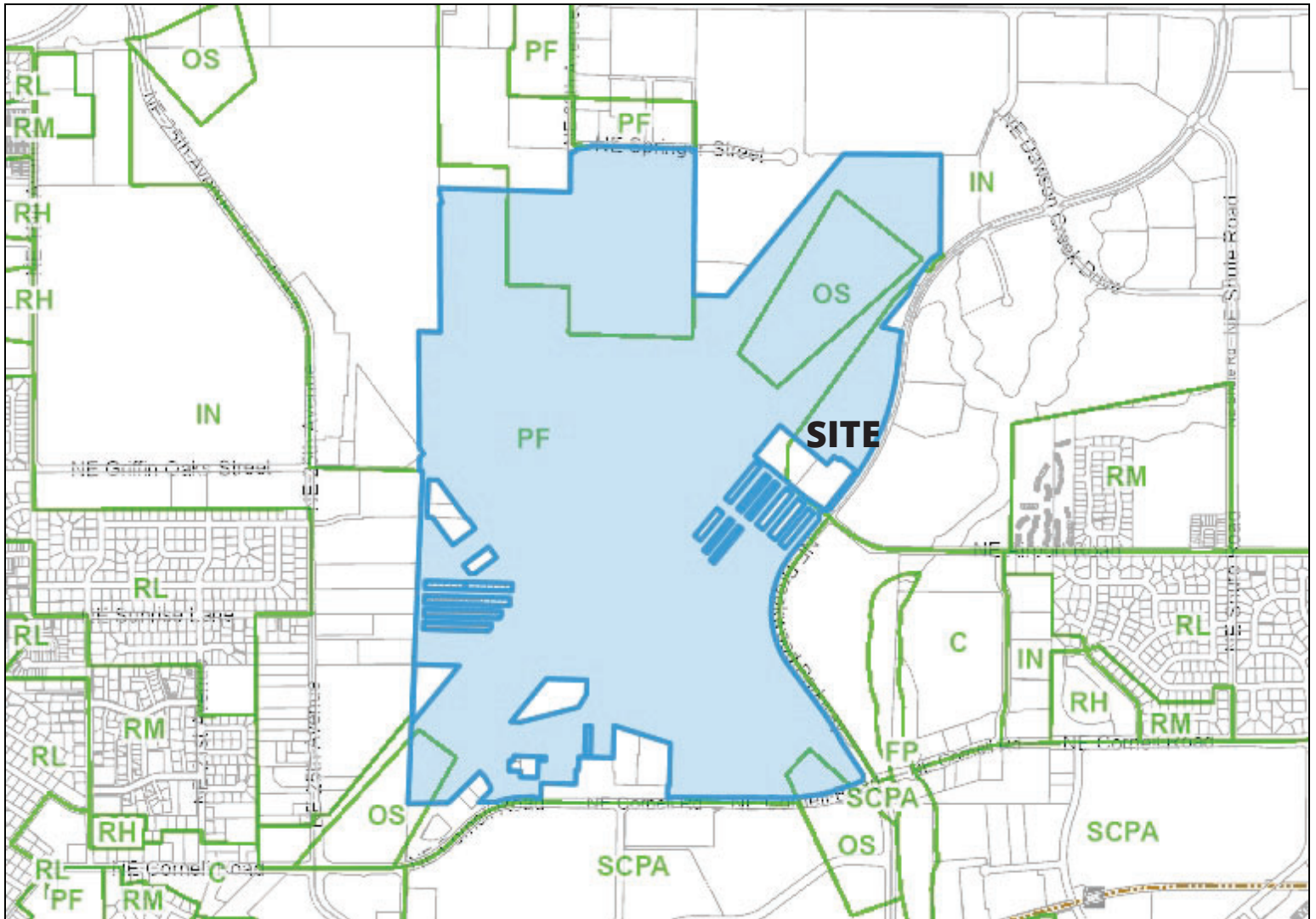
- e. If use of an existing offsite or regional Water Quality Facility is proposed, it must be clearly identified on plans, showing its location, condition, capacity to treat this site and, any additional improvements and/or upgrades that may be needed to utilize that facility.
- f. If private lot LIDA systems proposed, must comply with the current CWS Design and Construction Standards. A private maintenance agreement, for the proposed private lot LIDA systems, needs to be provided to the City for review and acceptance.
- g. Show all existing and proposed easements on plans. Any required storm sewer, sanitary sewer, and water quality related easements must be granted to the City.
- h. Application may require additional permitting and plan review from CWS Source Control Program. For any questions or additional information, please contact Source Control at (503) 681-5175.
- i. Any proposed offsite construction activities will require an update or amendment to the current Service Provider Letter for this project.

## CONCLUSION

This Land Use Review does not constitute CWS approval of storm or sanitary sewer compliance to the NPDES permit held by CWS. CWS, prior to issuance of any connection permits, must approve final construction plans and drainage calculations.



Attachment B - COMPREHENSIVE PLAN MAP



COMPREHENSIVE PLAN DESIGNATIONS

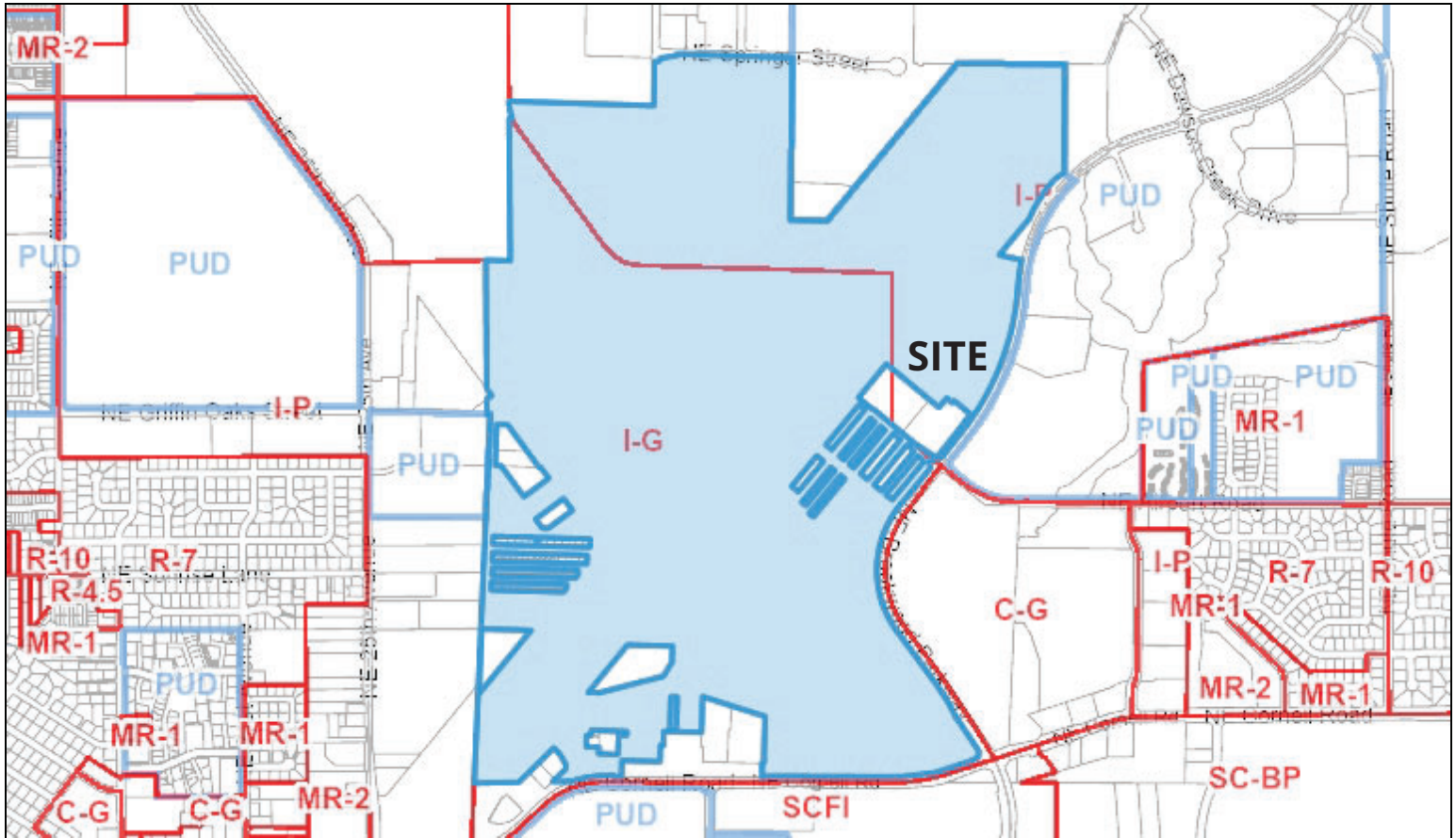
<b>ANX</b>	Recent Annexation	<b>PF</b>	Public Facility	<b>MU</b>	Mixed-Use
<b>C</b>	Commercial	<b>RL</b>	Low Density Residential (3-7 units per acre)	<b>MU-I</b>	Mixed-Use Institutional
<b>CO</b>	County	<b>RM</b>	Medium Density Residential (8-16 units per acre)	<b>MU-UC</b>	Mixed-Use Urban Commercial
<b>FP</b>	Floodplain	<b>RH</b>	High Density Residential (17-23 units per acre)	<b>MU-UE</b>	Mixed-Use Urban Employment
<b>IN</b>	Industrial	<b>RMR</b>	Mid-Rise Residential (24-30 units per acre)	<b>MU-UR</b>	Mixed-Use Urban Residential
<b>OS</b>	Open Space	<b>SCPA</b>	Station Community Planning Area		

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### ZONING MAP



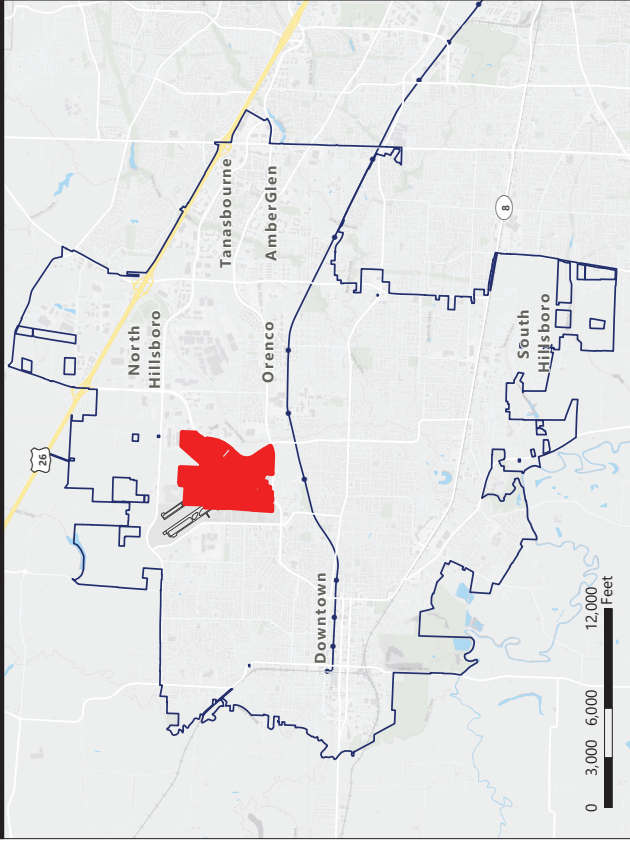
#### ZONING DESIGNATIONS

<b>ANX</b>	Recent Annexation	<b>C-G</b>	Commercial – General	<b>SC: Station Community</b>	
<b>CO</b>	County	<b>C-N</b>	Commercial – Neighborhood	<b>SC-BP</b>	Business Park
<b>PUD</b>	Planned Unit Development	<b>I-G</b>	Industrial – General	<b>SCI</b>	Industrial
<b>R-4.5</b>	Residential	<b>I-P</b>	Industrial – Park	<b>SCFI</b>	Fair Complex Institutional
<b>R-6</b>	Residential	<b>I-S</b>	Industrial – Sanctuary	<b>SCC: Station Community Commercial</b>	
<b>R-7</b>	Residential	<b>MU-C</b>	Mixed-Use – Commercial	<b>SCC-SC</b>	Station Commercial
<b>R-8.5</b>	Residential	<b>MU-N</b>	Mixed-Use – Neighborhood	<b>SCC-MM</b>	Multi Modal
<b>R-10</b>	Residential	<b>MU-VTC</b>	Mixed-Use – Village Town Center	<b>SCC-DT</b>	Downtown District
<b>MR-1</b>	Multi-Dwelling Residential	<b>UC: Urban Center</b>			
<b>MR-2</b>	Multi-Dwelling Residential	<b>UC-RM</b>	Residential Medium Density	<b>SCR: Station Community Residential</b>	
<b>MR-3</b>	Multi-Dwelling Residential	<b>UC-OR</b>	Office / Research	<b>SCR-HD</b>	High Density
<b>SID: Special Industrial District</b>		<b>UC-AC</b>	Activity Center	<b>SCR-MD</b>	Medium Density
<b>SSID</b>	Shute Road SID	<b>UC-NC</b>	Neighborhood Center	<b>SCR-LD</b>	Low Density
<b>ESID</b>	Evergreen SID	<b>UC-MU</b>	Mixed-Use Urban Density	<b>SCR-V</b>	Village
<b>HSID</b>	Helvetia SID	<b>UC-RP</b>	Research Park	<b>SCR-OTC</b>	Orenco Townsite Conservation
				<b>SCR-DNC</b>	Downtown Neighborhood Conservation

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**DR-044-25 Sky Harbour Hangars**



While care has been taken to insure the accuracy of the information shown on this map, the City of Hillsboro assumes no responsibility or liability for any errors or omissions in this information. This map may contain inconsistent information. Please contact the Planning Division at (503) 681-6153 if you need assistance interpreting the data shown on this map.  
 Data Source: City of Hillsboro 2025, Washington County 2025, Google Earth 2025 Plot Date: 12/3/2025

0 500 1,000 2,000 Feet



N

# Attachment C

**From:** [Ruth Klein](#)  
**To:** [Miki Barnes](#)  
**Cc:** [Ruth Klein](#)  
**Subject:** RE: Hillsboro Planning Commission Comments 3/25/2026  
**Date:** Thursday, March 26, 2026 8:13:53 AM

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Good morning Miki,

Thank you for attending last night's meeting. I have added your written testimony to the record and it will be provided to the Planning Commission in the staff report for the April 8<sup>th</sup> hearing. I'm also sending it over to the applicant today.

**Ruth Klein** | *Senior Planner*

City of Hillsboro | Community Development: Planning Division

503-686-1433 (cell) | 503-681-6465 (office)

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| [अनुवाद और व्याख्या](#)

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**From:** Miki Barnes <miki@psg.com>  
**Sent:** Wednesday, March 25, 2026 6:35 PM  
**To:** Ruth Klein <Ruth.Klein@hillsboro-oregon.gov>  
**Subject:** Hillsboro Planning Commission Comments 3/25/2026

[You don't often get email from [miki@psg.com](mailto:miki@psg.com). Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Ruth,

Please enter these written comments into the record on the Sky Harbour Hangar Development agenda item.

In addition, please distribute to the members of the planning commission and include in full in the meeting minutes.

I also request that my oral comments be included in full in the general comment section.

Thank you for your assistance.

Miki Barnes  
503-319-3088

Sent from my iPad

Date: March 25, 2026

To: City of Hillsboro Planning Commission

From: Miki and David Barnes

Dear Members of the Planning Commission,

We are strongly opposed to the Sky Harbour proposal to lease 14 acres at the Hillsboro Airport (HIO) for the purpose of constructing hangars for private and business jet aircraft. In addition, it is highly concerning that the Port of Portland has not performed an environmental assessment on this project. In fact, in the more than 50 years that the Port has owned this facility, it has never performed a comprehensive Environmental Impact Statement (EIS). Out of 20,000 airports nationwide, HIO is the 8th most lead polluted airport in the country. It is also a major source of noise, benzene, PM2.5, ultra-fine particles, and a host of other toxins.

This proposal, which will accommodate about 40 private jets, will primarily serve the multi-millionaire and billionaire class of high flyers whose lavish lifestyles and travel habits will further degrade public health, the environment and biological diversity in Washington County, a jurisdiction that is already severely impacted by the noise and toxic emissions generated by student and private pilots, charter jet companies, and other highly polluting aviation activity over the region.

At a crucial juncture in the history of this planet, when many Oregonians are making a concerted effort to reduce their carbon footprint by driving less, using public transit, bicycling, walking, and supporting high speed rail, this proposal promotes aviation growth and expansion on behalf of a wealthy few to the detriment of the greater good.

A March 25, 2025 *Nation* article by Chuck Collins, the *Director of the Program on Inequality and the Common Good at the Institute for Policy Studies*, [These Activists Are Right: The World Doesn't Need Any More Private Jets](#), identifies **private jet travel as “one of the most carbon-polluting modes of transportation in the world.”**

The article referenced the findings of a recently released study,

“A new international study from Sweden found that carbon dioxide emissions from private jet travel surged 46 percent between 2019 and 2023, with 68.7 percent of the private jets registered in the United States. In 2023, direct private jet emissions were 15.6 megatons, with an average of 3.6 tons per flight.

“The Swedish study found that only 0.003 percent of the population use private jets, around 256,000 people worldwide. Each of them produces nearly 500 times more carbon dioxide in a year than the average citizen. The study also found that half the flights (47.4 percent) were shorter than 311 miles, and “flight pattern analysis confirms extensive travel for leisure purposes, and for cultural and political events.”

As noted in the report, though the population of the U.S. accounts for about 4% of the world population, 68.7% of all private jets are registered in this country. “Brazil has the second highest number (3.5%, 927 private aircraft), followed by Canada (2.9%, 770), Germany (2.4%, 630), Mexico (2.0%; 534), and the UK (2.0%; 522). Per capita, Malta has by far the highest density of private jets (46.5 per 100,000 residents), followed by the USA (5.5), Switzerland (3.8), and Austria (2.9) (Supplementary Material, Table 2).”

Thank you for your time and consideration.

Please include these comments in full in the meeting minutes.

Sincerely,

Miki and David Barnes

**Please enter the following articles into the record.**

Collins, Chuck. (*Director of the Program on Inequality and the Common Good at the Institute for Policy Studies*), [These Activists Are Right: The World Doesn't Need Any More Private Jets](#). Nation. (3/25/2025)

Gössling, S., Humpe, A. & Leitão, J.C. Private aviation is making a growing contribution to climate change. *Commun Earth Environ* **5**, 666 (2024). <https://doi.org/10.1038/s43247-024-01775-z>

[HIGH FLYERS 2023 How Ultra-Rich Private Jet Travel Costs the Rest of Us and Burns Up Our Planet](#) (MAY 2023). Patriotic Millionaires and Institute for Policy Studies.