

AGENDA

**WILSONVILLE CITY COUNCIL MEETING
AUGUST 17, 2015
7:30 P.M.**

**CITY HALL
29799 SW TOWN CENTER LOOP
WILSONVILLE, OREGON**

Mayor Tim Knapp

Council President Scott Starr
Councilor Susie Stevens

Councilor Julie Fitzgerald
Councilor Charlotte Lehan

CITY COUNCIL MISSION STATEMENT

To protect and enhance Wilsonville’s livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

Executive Session is held in the Willamette River Room, City Hall, 2nd Floor

- 5:00 P.M. EXECUTIVE SESSION [30 min.]**
 - A. Pursuant to ORS 192.660(2)(e) Real Property Transactions and ORS 192.660(2)(f) Exempt Public Records
- 5:30 P.M. REVIEW OF AGENDA [5 min.]**
- 5:35 P.M. COUNCILORS’ CONCERNS [5 min.]**
- 5:40 P.M. PRE-COUNCIL WORK SESSION**
 - A. Frog Pond Concept Plan Update (Neamtzu) [25 min.] **Page 4**
 - B. West Linn-Wilsonville School District Land Use Items [20 min.]
 - C. Basalt Creek Update / Discussion (Bateschell) [25 min.] **Page 125**

7:30 P.M. ADJOURN

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, August 17, 2015 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on August 5, 2015. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered therewith except where a time limit for filing has been fixed.

7:30 P.M. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

- C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

7:35 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings **Page 134**

7:40 P.M. COMMUNICATIONS

- A. Heal City Proclamation – Steffeni Mendoza Gray **Page 135**

7:45 P.M. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

7:55 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

- A. Council President Starr – (Park & Recreation Advisory Board Liaison)
- B. Councilor Fitzgerald – (Development Review Panels A & B Liaison)
- C. Councilor Stevens – (Library Board and Wilsonville Seniors Liaison)
- D. Councilor Lehan– (Planning Commission and CCI Liaison)

8:00 P.M. CONSENT AGENDA

- A. Minutes of the July 20, 2015 Council Meeting. (staff – King) **Page 136**

8:05 P.M. PUBLIC HEARING

- A. **Ordinance No. 773** – 1st Reading **Page 149**
An Ordinance Of The City Of Wilsonville Annexing Approximately 40 Acres Of Land Located At The South Side Of Advance Road And The West Side Of SW 60th Avenue Into The City Limits Of The City Of Wilsonville, Oregon. The Land Is More Particularly Described As Tax Lots 2000, 2300, 2400 And 2500 Of Section 18, T3S, R1E, Clackamas County, Oregon, West Linn – Wilsonville School District, Owner. (staff – Edmonds)
- B. **Ordinance No. 774** – 1st Reading **Page 172**
An Ordinance Of The City Of Wilsonville Approving A Comprehensive Plan Map Amendment From The Clackamas County Agriculture Designation To The Public Designation On Approximately 40 - Acres Comprising Tax Lots 2000, 2300, 2400 And 2500 Of Section 18, T3S, R1E, Clackamas County, Oregon, West Linn – Wilsonville School District, Owner And Applicant. (staff – Edmonds)
- C. **Ordinance No. 775** – 1st Reading **Page 203**
An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Exclusive Farm Use (EFU) Zone To The Public Facility (PF) Zone On Approximately 40 - Acres And Applying The Significant Resource Overlay Zone (SROZ)

8/7/2015 8:35 AM Last Updated

On Approximately 1.95 Acres Comprising Tax Lots 2000, 2300, 2400 And 2500 Of Section 18, T3S, R1E, Clackamas County, Oregon, West Linn – Wilsonville School District, Applicant And Owner. (staff – Edmonds)

8:45 P.M. CONTINUING BUSINESS

- A. **Ordinance No. 771** – 2nd Reading **Page 280**
An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From Public Facility (PF) Zone To Village (V) Zone On Approximately 1.89 Acres Comprised Of Tax Lot 3500 Of Section 15AC, T3S, R1W, Clackamas County, Oregon, And Adjacent Rights-Of-Way. Polygon WLH, LLC, Applicant, For RCS - Villebois Development, LLC, Property Owner. (staff – Wheeler)
- B. **Ordinance No. 772** – 2nd Reading **Page 388**
An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From Public Facility (PF) Zone To Village (V) Zone On Approximately 4.124 Acres Comprising Tax Lot 2700 Of Section 15AC, T3S, R1W, Clackamas County, Oregon. Polygon WLH, LLC, Applicant. (staff – Edmonds)

9:10 P.M. NEW BUSINESS

- A. **Resolution No. 2550** **Page 528**
A Resolution Adopting the Collective Bargaining Agreement Between the City of Wilsonville and Wilsonville Municipal Employee Association. (staff – Troha)

9:20 P.M. CITY MANAGER’S BUSINESS

9: 25 P.M. LEGAL BUSINESS

9:30 P.M. ADJOURN

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated. The Mayor will call for a majority vote of the Council before allotting more time than indicated for an agenda item.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the meeting. The city will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting:-Qualified sign language interpreters for persons with speech or hearing impairments. Qualified bilingual interpreters. To obtain services, please contact the City Recorder, (503)570-1506 or king@ci.wilsonville.or.us



**CITY COUNCIL WORKSESSION
STAFF REPORT**

Meeting Date: August 17, 2015		Subject: Frog Pond Area Plan update and next steps	
		Staff Member: Chris Neamtzu, Planning Director Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Provide project staff with direction on the Frog Pond Area Plan.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities FY 13'-15': Thoughtful Land Use – Complete a formal concept plan for Advance Road and Frog Pond residential areas.	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL: At their July 8th meeting, the Planning Commission conducted a detailed worksession on the Frog Pond Area Plan, formalizing a majority recommendation. That recommendation is being forwarded to the City Council for additional direction in preparation for public hearings before the Commission in September.

EXECUTIVE SUMMARY: The primary focus of the work session will be discussion and direction on the land use framework recommended by the Commission. The hybrid **Option G** land use framework and associated metrics are included in the attached memorandum (Attachment A) in addition to several additional informational items including a summary section on the implications for affordability and infrastructure funding, reduced neighborhood scale retail node, community design elements, east neighborhood demonstration plan, 60th Avenue functional classification and the approach to parks typology in the west neighborhood.

EXPECTED RESULTS: Additional City Council dialogue about options and tradeoffs will ensure a more thoughtful concept plan for the area.

TIMELINE: The overall project timeline has been delayed slightly to afford thoughtful and deliberate responses to public comment. The following review schedule is envisioned.

- July/August – PC/CC direction on the land use framework
- September - public hearings before the Planning Commission
- Tentative October/November - public hearings before the City Council
- Conclusion of public hearings through Spring 2016 - phase 2 master planning for the west neighborhood

CURRENT YEAR BUDGET IMPACTS: The city received a Metro Community Planning and Development Grant to complete the work.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

COMMUNITY INVOLVEMENT PROCESS: The preparation of the concept plan for the Frog Pond area is guided by a detailed Public Involvement Plan (PIP). Citizen involvement will continue to be at a focal point of the project. Over the past several months, the Planning Commission and City Council have conducted numerous work sessions in preparation for upcoming public hearings. The Planning Commission public hearing is scheduled for September, with Council hearings to follow.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups): Completing a concept plan for the Frog Pond area is a City Council goal. Conducting a thorough and thoughtful planning process will identify and resolve potential impacts to the community. The benefits to the community include the potential for well-planned new walkable neighborhoods that are well-connected to existing neighborhoods and that include new housing opportunities, quality trails, parks, sports fields and retail services to serve new and existing residents.

ALTERNATIVES: The project has been through numerous alternatives with more included in the packet (Option G).

CITY MANAGER COMMENT:

ATTACHMENTS:

- A. APG Memo titled Frog Pond Concept Plan – Land Use and Neighborhood Design Framework. The memo includes appended information from the June 8th and July 10th work sessions of the Planning Commission.



Memorandum

August 5, 2015

To: Wilsonville City Council
Cc: Frog Pond Area Plan Task Force, Project Team
From: Joe Dills and Andrew Parish, Angelo Planning Group
Re: Frog Pond Concept Plan – Land Use and Neighborhood Design Framework

PURPOSE AND REQUEST

The purpose of this memorandum is to:

- Describe recommendations from the Planning Commission regarding the Land Use Framework (housing element) of the Frog Pond Area Plan – the Council’s direction on this issue is requested.
- Provide information regarding:
 - The implications of the housing element recommendations for infrastructure funding, housing affordability, and development feasibility
 - Refinement and reduced size of the neighborhood commercial site
 - Draft community design recommendations
 - Draft recommendations for 60th Avenue
 - Boeckman Creek Trail and refinement of the West Neighborhood park concept

Requested Action – Provide the project team with direction on the Land Use Framework recommended by the Planning Commission. The Council’s direction will be used to prepare a draft Frog Pond Area Plan and report that will be brought to public hearings starting in September.

Given the short work session planned for August 17th, the project team assumes the Council will focus on the direction requested for the Land Use Framework. The informational items are provided to show current work in progress and provide context.

RECOMMENDATION FROM PLANNING COMMISSION

Summary of Recommendation and Issues Considered

At the June 10th and July 8th Planning Commission work sessions, the Commission reviewed three options for the housing element of the Frog Pond Area Plan. They reached conclusions on recommendations for the West Neighborhood (land inside the UGB), and also for the combined area of the East and South Neighborhoods (land designated Urban Reserve). The options are referenced here as Option D (the Task Force recommendation), Option E (Larger Lot Option), and Option F (Additional Large Lot Option). They are attached as Appendix A to this memo.

The Planning Commission’s Recommendations are as follows:

West Neighborhood – Utilize Option F. The Commission’s preferences were: 6 members supporting F, one member supporting E or F by email prior to the meeting.



East and South Neighborhoods – Option D as majority preference. The Commission’s preferences were: 4 members supporting Option D (one by email prior to the meeting); two supporting a plan similar to Option F; and one member supporting a plan similar to Option E.

The central issue for the Planning Commission was the mix of housing to be included in the plan – specifically the lot size ranges for each residential category, and the area allocated to each category. The options represented variations in lot size and (in the case of Option F) the amount of land in each residential designation.

The Planning Commission considered many issues and trade-offs during its two work sessions, including: housing affordability; the ability to pay for infrastructure; opinions about the pros and cons of small, medium and large lots; comparisons to existing neighborhoods in Wilsonville; Wilsonville’s current mix of housing types and lot sizes; who should be the “target demographic” for the housing mix in Frog Pond; how more larger lots in Frog Pond might help draw more business executives to live closer to their Wilsonville businesses; compatibility with adjacent areas; and, Metro compliance. The Planning Commission considered the testimony from 11 citizens, many of whom have previously addressed the Council, over the course of two work sessions.

Rationale for the Planning Commission’s Recommendation

The rationale for supporting **Option F in the West Neighborhood** is summarized briefly below – please see the draft meeting minutes (Appendix B) for a full description of the Planning Commission’s discussion on July 8th.

- General agreement with, and/or a desire to be responsive to the arguments for lower density in Frog Pond West, including: market need, values regarding Wilsonville character and livability, and a preference for attracting a higher income demographic to Frog Pond West.
- Recognition that Frog Pond West does not have a minimum density requirement established by Metro, and therefore is an opportunity for larger lots.

Choosing an option was a challenge for some members of the Commission. Three of the members supporting Option F expressed concerns about the trade-off that it will increase the cost of housing and infrastructure repayment in Frog Pond West.

The rationale for supporting **Option D in the East and South Neighborhoods** is summarized below - please see the meeting minutes for a full description of the Planning Commission’s discussion.

- Option D provides more efficient use of land in these future neighborhoods.
- Future housing should provide more affordable choices to support an aging population, buyers looking for starter homes, and similar needs.
- Option D is more in line with regional expectations, which may help it be selected as an area to add to the Urban Growth Boundary.

Two members did not agree with the above rationale. They preferred lower densities for the reasons noted for the West Neighborhood.



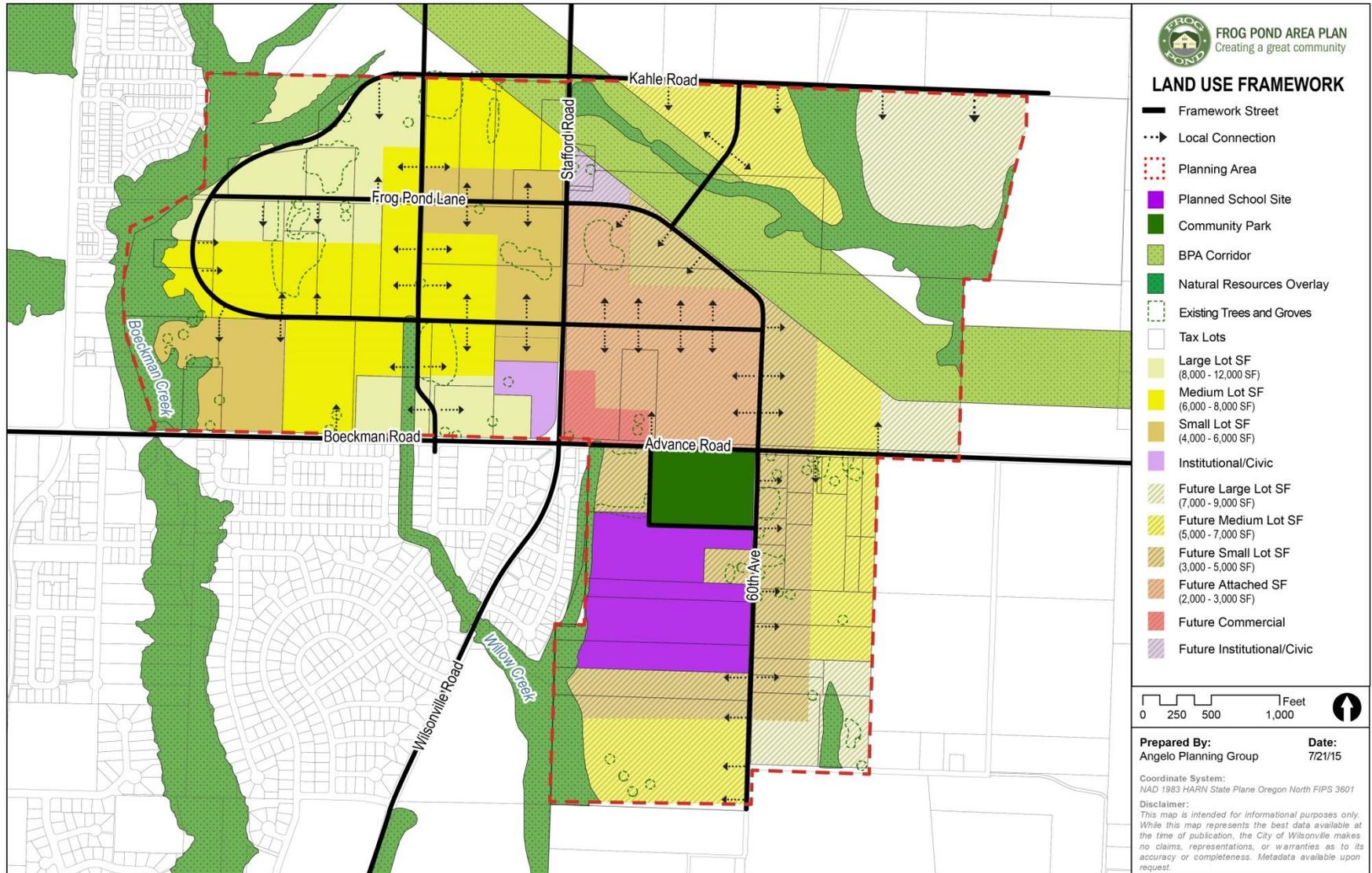
Option G – Hybrid Plan Recommended by Planning Commission

The Commission’s recommendations create a hybrid plan. The hybrid, labeled Option G, is shown in Figure 1. The land use metrics of Option G are summarized in Tables 1 and 2.

Overall, Option G retains a two-step housing strategy for the Frog Pond Area: (1) start with an emphasis on single-family, detached homes in the West Neighborhood; then (2) increase the range of available lot sizes to provide housing choices when/if the East and South Neighborhoods are added to the UGB by Metro. The map legend in Figure 1 shows the difference between the initial lower density residential designations within the UGB and the slightly higher density residential designations in the future neighborhoods in the Urban Reserve.



Figure 1. Frog Pond Use Framework





The land use metrics for Option G's West Neighborhood are summarized in Table 1.

Table 1 – West Neighborhood Housing Metrics for OPTION G (Same as previous Option F)

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwelling/ Net Acre)
Residential Designations	-	146.7	97.4	610	6.3
Large Lot Single Family	8,000 - 12,000	42.8	28.4	124	4.4
Medium Lot Single Family	6,000 - 8,000	68.1	45.4	281	6.2
Small Lot Single Family	4,000 - 6,000	35.8	23.6	205	8.7
Civic Institutional	-	3.9	3.9	-	-
West Neighborhood Total	-	150.6	101.3	610	-

The land use metrics for Option G's East and South Neighborhoods (combined) are summarized in Table 2.

Table 2 – Combined East and South Neighborhood Housing Metrics for OPTION G (Same as previous Option D)

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings / Net Acre)
Residential Designations	-	186.4	132.4	1,325	10.0
Future Large Lot Single Family	7,000 - 9,000	40.5	27.4	148	5.4
Future Medium Lot Single Family	5,000 - 7,000	55.3	39.7	287	7.3
Future Small Lot Single Family	3,000 - 5,000	52.9	37.6	409	10.9
Future Attached/ Cottage Single Family	2,000 - 3,000	37.7	27.7	481	17.4
Commercial	-	5.3	5.3	-	-
Civic Institutional	-	3.4	3.4	-	-
East & South Neighborhoods Total	-	195.1	141.1	1,325	-



IMPLICATIONS FOR INFRASTRUCTURE FUNDING

The following describes the implications for paying for infrastructure to serve the Land Use Framework recommended by the Planning Commission.

West Neighborhood

- There is an estimated \$10.6 million in infrastructure projects that are needed to serve the Frog Pond West neighborhood which are not expected to be funded by individual development projects. These projects, such as the Stafford Road Urban Upgrade, benefit all properties in the West Neighborhood.
- When the \$10.6 million described above is divided by the number of lots in each option, the result is a cost per lot that will need to be funded through an instrument such as a reimbursement district.¹ The reimbursement cost per lot for the three options are as follows:
 - Option D – \$14,102 per lot (*provided for comparison*)
 - Option E – \$17,012 per lot (*provided for comparison*)
 - **Option F, currently included in the Option G recommendation** – \$17,431 per lot (23.6% higher than Option D)
- Regardless of which lot size option is selected, the West Neighborhood must stand on its own in terms of infrastructure funding due to the uncertainties of the timing of development of the urban reserve areas.

East and South Neighborhoods

- There is an estimated \$11.6 million in infrastructure projects that are needed to serve the Frog Pond East and South neighborhoods which are not expected to be funded by individual development projects. These projects, such as the East Neighborhood Park, benefit all properties in the East Neighborhood.
- When the \$11.6 million described above is divided by the number of lots in the East and South Neighborhoods (with consideration for non-residential development allocation), the result is a cost per lot that will need to be funded through an instrument such as a reimbursement district. The reimbursement cost per lot for the options are as follows:
 - **Option D, currently included in the Option G recommendation** – \$7,500 per lot
 - Option E - \$9,100 (*provided for comparison*)

¹ Please see Frog Pond Area Plan: Infrastructure Funding Strategy, Leland Consulting Group, June 3, 2015, pages 6-7 for additional information.



IMPLICATIONS FOR HOUSING AFFORDABILITY AND DEVELOPMENT FEASIBILITY

The Planning Commission considered the information below regarding housing affordability in the West Neighborhood.²

Housing Affordability

Option D would be the most affordable option for future home buyers. Options E and F increase the estimated price of homes as shown in Table 3. Estimates of the “Required Home Prices” were prepared by Leland Consulting Group using Frog Pond and Wilsonville-specific cost estimates for infrastructure.³

Table 3 – Summary of Required Homes Prices (RHP) for each option

Designation	Option D (Recommended by Planning Commission for East and South Neighborhoods)	Option E (Provided for Comparison)	Option F (Recommended by Planning Commission for West Neighborhood)
Small Lot Single Family	Lot size: 4,000 SF Home size: 2,150 SF RHP: \$350,800	Lot size: 5,000 SF Home Size: 2,365 SF RHP: \$437,400	Lot size: 5,000 SF Home Size: 2365 SF RHP: \$439,700
Medium Lot Single Family	Lot Size: 6,000 SF Home size: 2,575 SF RHP: \$484,600	Lot Size: 7,000 SF Home size: 2,790 SF RHP: \$573,800	Lot Size: 7,000 SF Home size: 2,790 SF RHP: \$576,000
Large Lot Single Family	Lot Size: 8,000 SF Home size: 3,000 SF RHP: \$633,500	Lot Size: 10,000 SF Home size: 3,500 SF RHP: \$773,100	Lot Size: 10,000 SF Home size: 3,500 SF RHP: \$775,400

- Option D would provide home prices conducive to buyers in the following income ranges: \$75,000-\$100,000; \$100,000-\$150,000; and \$150,000+. These income ranges comprise an estimated 43 percent of households in Wilsonville.⁴
- Options E and F would provide home prices conducive to a higher income demographic: \$100,000-\$150,000; and \$150,000+. These income ranges comprise an estimated 29 percent of households in Wilsonville.

Development feasibility

- Option D would be the most feasible to develop. Estimates of finished home price indicate that small lot and medium lot development would be at or below market prices. Large lots are

² (The East and South neighborhoods were not included in the housing price model presented to the Planning Commission. Housing affordability in these neighborhoods can be expected to follow the same general trends as the West Neighborhood. However, significant shifts in market factors may occur before the East and South neighborhoods are brought into the UGB and developed, and infrastructure costs in the East and South neighborhoods are likely to be lower on a per-door basis).

³ Frog Pond Area Plan: Land Development Financial Analysis, Leland Consulting Group, June 3, 2015, starting on page 12.

⁴ Frog Pond Area Plan: Land Development Financial Analysis, Leland Consulting Group, June 3, 2015, page 7.



estimated to be 16% over market, which can potentially be absorbed by higher income buyers who are motivated to find a home in Wilsonville.⁵

- Option E is less market feasible than Option D. Estimates of finished home price indicate development of all lot sizes would be above market prices with the small lot being the most feasible. The “percent over market” indicators are: small lot – 1% over market (feasible); medium lot – 13% over market (challenging because similar new homes outside Frog Pond would be more competitive based on price); large lot – 18% over market (challenging, but may be off-set by the flexibility higher income home buyers have).
- Option F has a similar level of development feasibility as Option E.

NEIGHBORHOOD COMMERCIAL SITE

A small neighborhood commercial center is planned for the northeast corner of the Stafford-Wilsonville-Boeckman-Advance Roads intersection. The purpose of the center is to provide local retail services (e.g. coffee, deli, day care) to serve close-by residents and can be easily accessed by foot, bike or auto. This small center will provide a community gathering place, as noted in the Frog Pond vision statement.

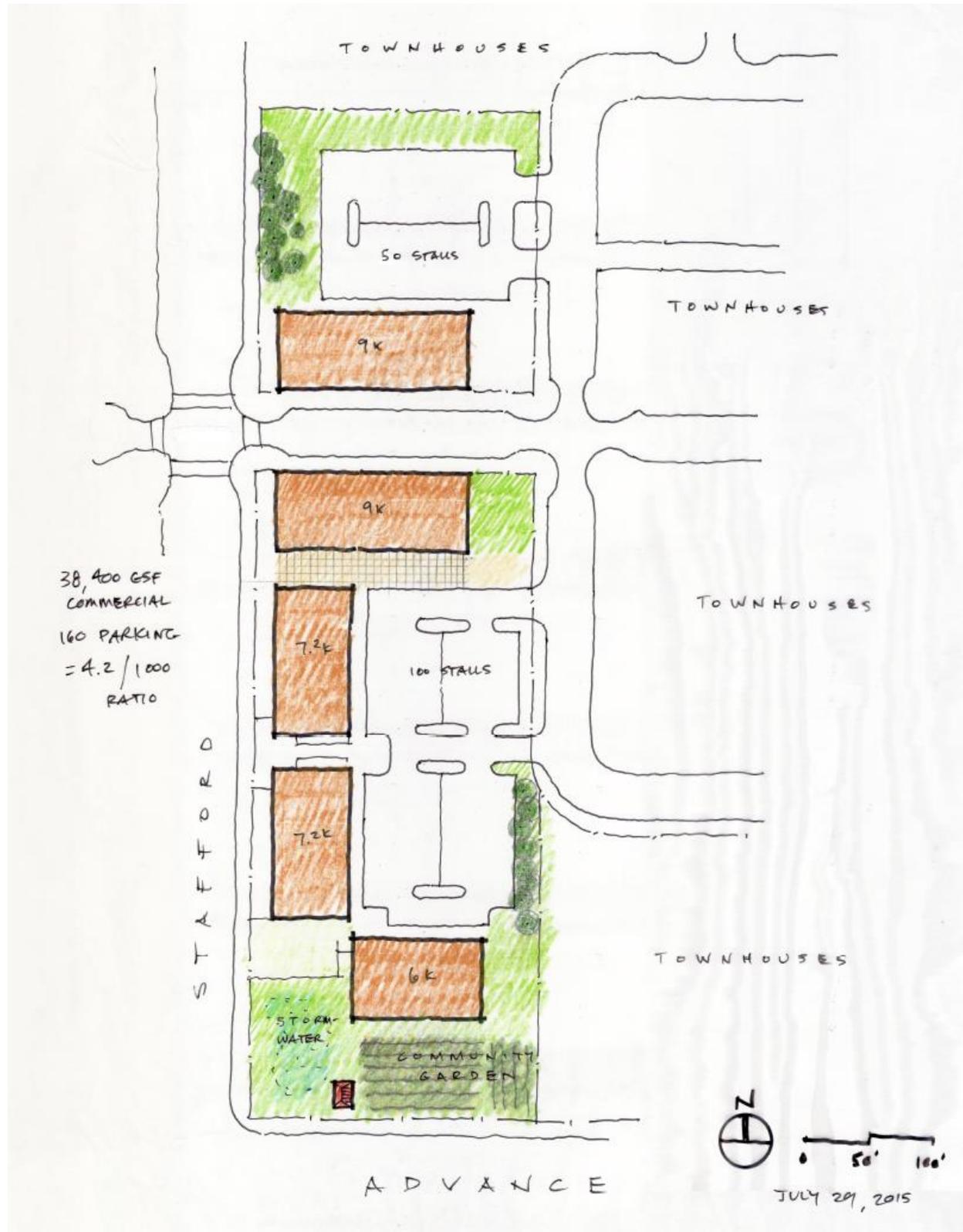
The size of the center was originally set at approximately 5 acres (supporting 66,000 square feet of retail or services) based on market analysis conducted by Leland Consulting Group. This is the supportable amount of retail for the local market area within approximately one-mile. As part of preparing the “East Demonstration Plan”, the team has revisited the site size from a site planning and compatibility point of view. We researched five other centers and found that 2-3 acres is typical. This scale of center fits well along Stafford Road between Advance Road and first local street intersection to the north. Our transportation team member, DKS, is comfortable with this intersection being a full movement access into the center, which will help its success. The smaller scale of the center does not “fill up” the site, but this dimensional aspect provides the opportunity to locate open space (e.g. a community garden, storm water/landscaped area) at the corner.

Based on the above, the working recommendation is: (1) reduce the center to approximately 3 acres; (2) orient along Stafford Road, with access provided from Stafford. The demonstration plan is one way to organize the site – more specific designs would be conducted as part of future master planning and development. A conceptual layout for the center is shown on Figure 2. Research of comparable centers is attached as Appendix C.

⁵ Frog Pond Area Plan: Land Development Financial Analysis, Leland Consulting Group, June 3, 2015, starting on page 12.



Figure 2. Conceptual Layout of 3-acre Neighborhood Commercial Site





COMMUNITY DESIGN FRAMEWORK

Recent discussions by the Planning Commission have focused on the housing mix and lot sizes in the Land Use Framework. It is worth a reminder that the Frog Pond Area Plan is planning for cohesive and livable neighborhoods by taking an integrated approach to land use, street connectivity, pedestrian and bicycle routes, trails, parks, open spaces and community design. This section of the memorandum summarizes some of the community design recommendations that will accompany whichever Land Use Framework option is directed by the City Council.

Community Design Principles

The following principles were reviewed by the Task Force and will be included in the Frog Pond Area Plan.

- Create a network of walkable blocks
- Create community focal points at the schools, parks, civic nodes, and neighborhood commercial center
- Provide safe intersections and safe routes to school
- Provide a variety of housing types and forms at the block scale
- Provide pedestrian-oriented and human scale architectural design
- Create compatible transitions between different building forms
- Create compatible transitions at the urban-rural interface
- Provide physical and visual access to nature
- Preserve key natural features and integrate them into new development
- Design storm water features as amenities

West Demonstration Plan

Figure 3 illustrates a conceptual single family area within the West Neighborhood – showing a design that would implement the above-listed principles.⁶ This “demonstration plan” covers 34 acres of the 181 acre West Neighborhood area. At approximately ¼ mile from west to east, it could be easily traversed in a comfortable 5-minute walk. The block structure provides for safe and convenient walking routes for all ages and abilities. The neighborhood park serves as a focal point, with fronts of homes facing it on all sides. The housing types are varied to create architectural interest and implement the planned range of housing. Generous landscaping would result from open space, pocket parks, street trees, storm water bio-swales, private landscaping and retention of existing trees.

This demonstration plan was included in the spring Open House Survey. Survey respondents were asked how well the images and design illustrated a quality, walkable neighborhood. Of the 154 respondents, 79.2% answered in the positive response range between “I like it a lot” and “It’s okay.” The overall weighted average was a score of 3.53 on a 5-point scale.

⁶ Figure 3 was prepared in March, 2015 and based on Option D. It will be updated based on Council direction regarding the Land Use Framework. The principles and concept design will remain the same when/if the lot sizes are updated.



Figure 3. Frog Pond Demonstration Plan – West Neighborhood



Street Trees
(Provide canopy over street for shade, pedestrian comfort, and rainwater absorption)



Stormwater Bioswale
(Natural detention and filtration of on-street rainwater)



Large Lot Single Family



Medium Lot Single Family
(With mature tree protected in front yard)



Homes Facing Park



Neighborhood Park

**Community Design Framework
Demonstration Plan: Single Family Neighborhood**



Neighborhood Commercial Center Design Concepts

Figure 4 illustrates the design concepts intended for the neighborhood commercial center planned for the northeast corner of the Stafford-Wilsonville-Boeckman-Advance Road intersection. Important design elements include pedestrian oriented storefronts, quality building materials, sidewalk seating and public gathering areas.

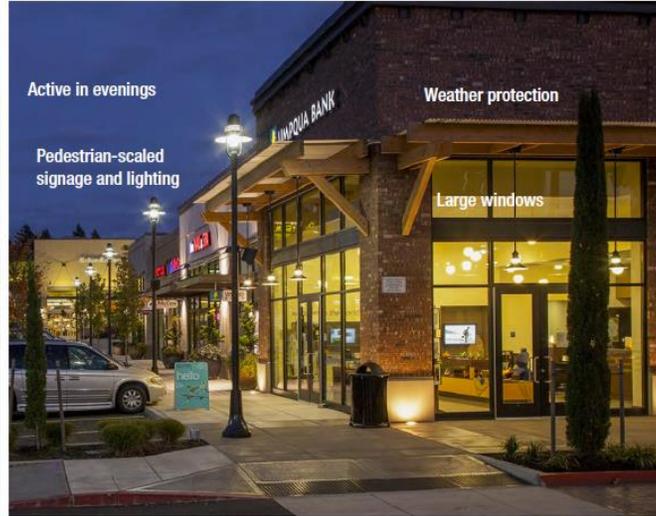
Figure 4 was included in the Open House Survey. 151 people responded and the response was generally positive (3.36 overall weighted average score, 72% rating the images as “Its okay” or better). In the written comments, positive comments centered around: liking the imagery, preference for small scale, blending with the neighborhood, not being a regional destination, support for walkability, and a desire for outdoor seating. Concerns included: doubt that the retail would be successful; ample retail in other locations in the city; concern for competition with vacant spaces; and, concern with traffic impacts.



Figure 4. Frog Pond Community Design Framework – Commercial Neighborhood



Small retail blends with nearby homes



Neighborhood-scale commercial building

Additional Design Considerations for Neighborhood Compatibility

- dark sky lighting
- thoughtful vehicular and pedestrian access
- screened loading areas
- reasonable hours of operation
- limitations on certain uses
- height and screening standards
- generous landscape
- high-quality design



Sidewalk seating



Old Town Wilsonville



Lake Oswego

**Community Design Framework
Demonstration Plan: Commercial Neighborhood**



East Demonstration Plan

A demonstration plan for the East Neighborhood has been prepared to provide an illustrative concept that will guide future development. See Figure 5. Key elements of this plan include:

- A neighborhood park located centrally within the Attached/Cottage Single Family area to create a focal point and additional public open space for nearby homes. Front doors would face the park.
- Varied housing forms within the Attached/Cottage zone: cottage, townhome, duplex, and small lot housing.
- "School Street" (the north-south street that parallels Stafford Road, labeled on East Demonstration Plan) is a key walking route connecting multiple destinations and providing a direct walking route to the schools and Community Park. It would likely be designated as a "safe routes to schools" street.
- Small pocket parks and/or linear green spaces are used throughout the neighborhood for active transportation and green space connections and to break up density.
- Townhomes are carefully planned and sited. They are shown in groups of 4-6 townhomes per building (maximum).
- Front doors would face Advance Road. Side lot orientation is shown adjacent to Stafford Road. Both design concepts are intended to prevent long back yard fences along these streets.



Figure 5. Frog Pond Demonstration Plan – East Neighborhood **PLACEHOLDER**





DRAFT RECOMMENDATIONS FOR 60TH AVENUE

The draft recommendation is that 60th Avenue should be classified as a Collector street from Advance Road to the southern end of the school property, and as a Local Framework street south of that point. This may potentially be refined as site plans for the school property are made. The street would have two travel lanes (a center turn lane or median treatment is only needed at the intersection of Advance Road due to the future traffic volumes). On-street parking would be allowed under Wilsonville standards to meet the needs of the school and park, as well as new homes on the East side of 60th. The collector portion of the street would have on-street striped bicycle lanes, which would transition to sharrows or similar on the lower classification.

Spacing standards for a collector allow a minimum distance between access points of 100ft, with a desired spacing of 300ft (Table 3-2 from the Wilsonville TSP). The project team feels that this spacing standard provides sufficient flexibility for property owners on 60th.

BOECKMAN CREEK TRAIL AND REFINEMENT OF THE WEST NEIGHBORHOOD PARK CONCEPT

Figure 7 illustrates two options for the Boeckman Creek Trail. Commenters have strongly favored the Upland alignment for this trail. At its June 10th work session, the Planning Commission supported locating a linear park along the trail with an active trailhead as a public focal point at the west end of the West Neighborhood (as shown in Figure 7 and illustrated in the attached images).

Earlier versions of the land use framework outlined two neighborhood parks in the West Neighborhood. The original plan for two “standard” neighborhood parks stems from the Wilsonville Park and Recreation Master Plan, and would cost an estimated \$7,950,000⁷ (land and construction costs). The refined concept of providing one neighborhood park along with a linear park along the trail would cost an estimated \$5,660,000, saving \$2,290,000.⁸ This savings is helpful to the project’s effort to reduce infrastructure costs and to have the West neighborhood stand on its own, while still providing quality infrastructure and leveraging the neighborhood’s abundant natural resources. It is recognized that through the platting and development process, additional private parks will be provided – the figures here represent the public portion of the parks system. Open space requirements and details will be analyzed in Phase 2 of the project.

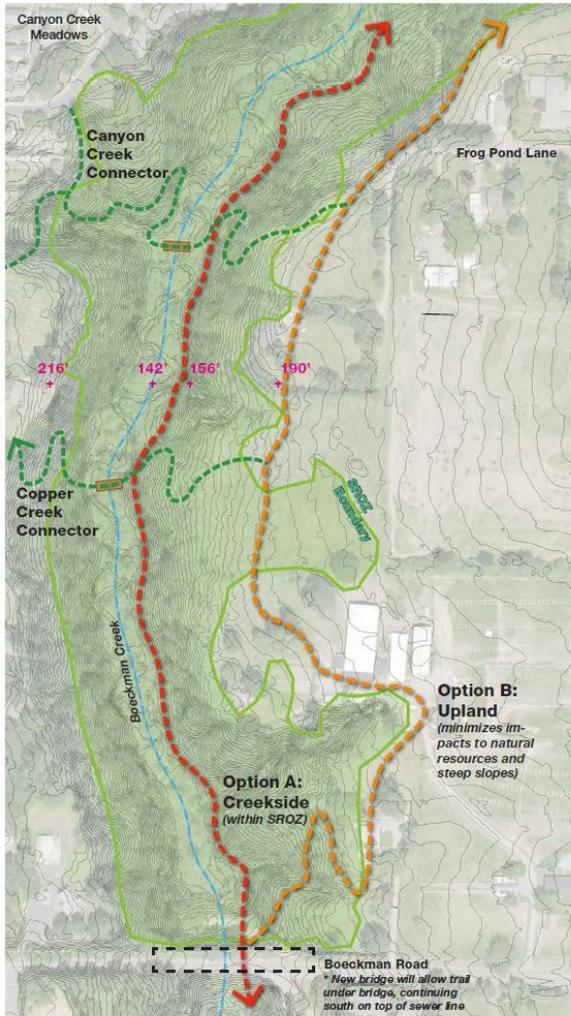
The Planning Commission recommends that the Frog Pond Area Plan report and Infrastructure Funding Plan use the above-described refined concept, maintain flexibility to do two parks, or one plus linear green for the West Neighborhood parks.

⁷ October 10, 2014 memo titled “Frog Pond Area Plan: Funding Analysis” from Leland Consulting Group.

⁸ June 3, 2015 memo titled “Frog Pond Area Plan: Infrastructure Funding Strategy” from Leland Consulting Group.



Figure 6. Frog Pond Community Design Framework – Boeckman Creek Connections



Concept for trail loop

Note: All trail alignments are conceptual and are illustrative



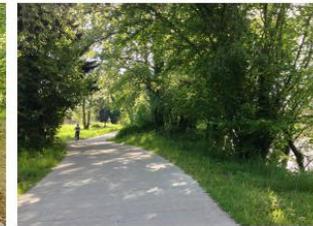
Connector Trail in forest



Creekside Trail and Bridge



Upland Trail



Upland Trail

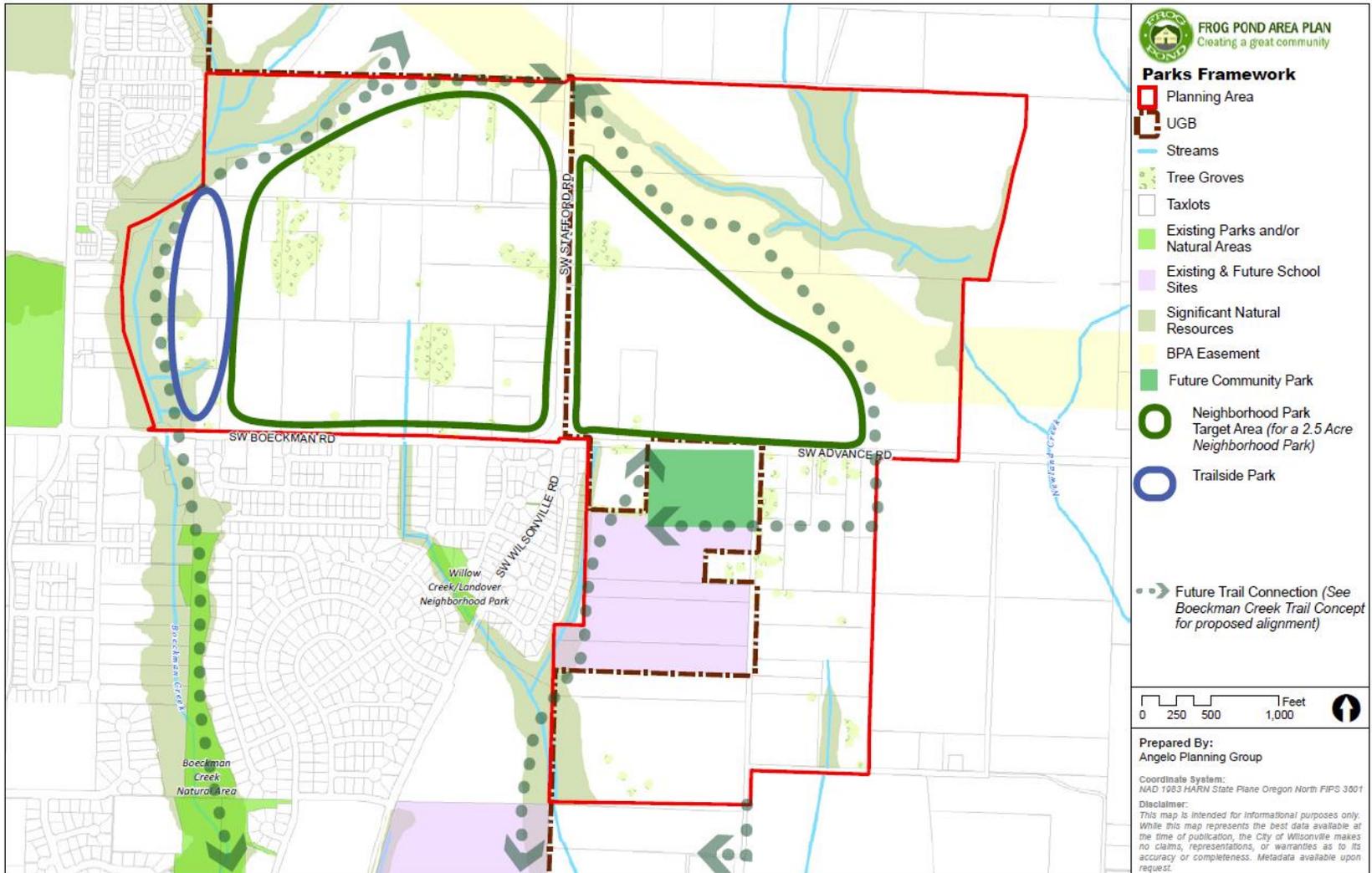


Homes on natural edge

Community Design Framework Demonstration Plan: Boeckman Creek Connections



Figure 7. Frog Pond Revised Parks Framework





Jackie Husen Park, bordering Cedar Mill Creek in Washington County.



Little Sugar Creek Greenway Park in Charlotte, NC.

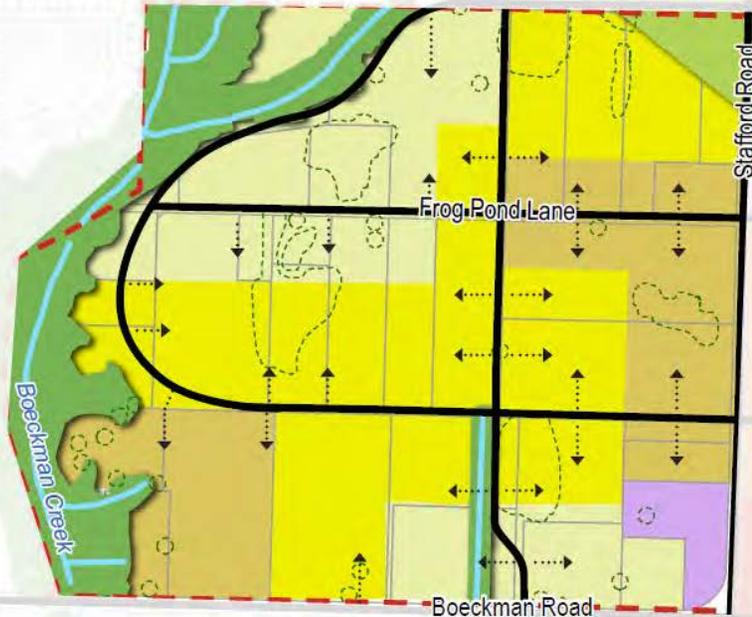


APPENDIX A: OPTIONS D, E, AND F
(Excerpts from June 10th Planning Commission Packet)



Figure 1 – Option F

Option F: Additional Large Lot Acreage
Land Use Framework



Small Lot SF
4000-6000 SF
Avg. 5000 SF
\$437,434
(Similar to Canyon
Creek Estates)

Medium Lot SF
6000-8000 SF
Avg. 7000 SF
\$573,777
(Similar to Landover
Neighborhood)

Large Lot SF
8000-12000 SF
Avg. 10000 SF
\$773,129
(Similar to
Charbonneau
Neighborhood)



NEIGHBORHOOD COMPARISONS

Large Lot SF - Comparable to Charbonneau



Avg. Lot Size: 9256 SF
Range: 7500-15000 SF
Net Density: 4.7 Units/Acre

Medium Lot SF - Comparable to Landover Neighborhood



Avg. Lot Size: 6690 SF
Range: 4100 - 11000 SF
Net Density: 6.5 Units/Acre

Small Lot SF - Comparable to Canyon Creek Estates Neighborhood

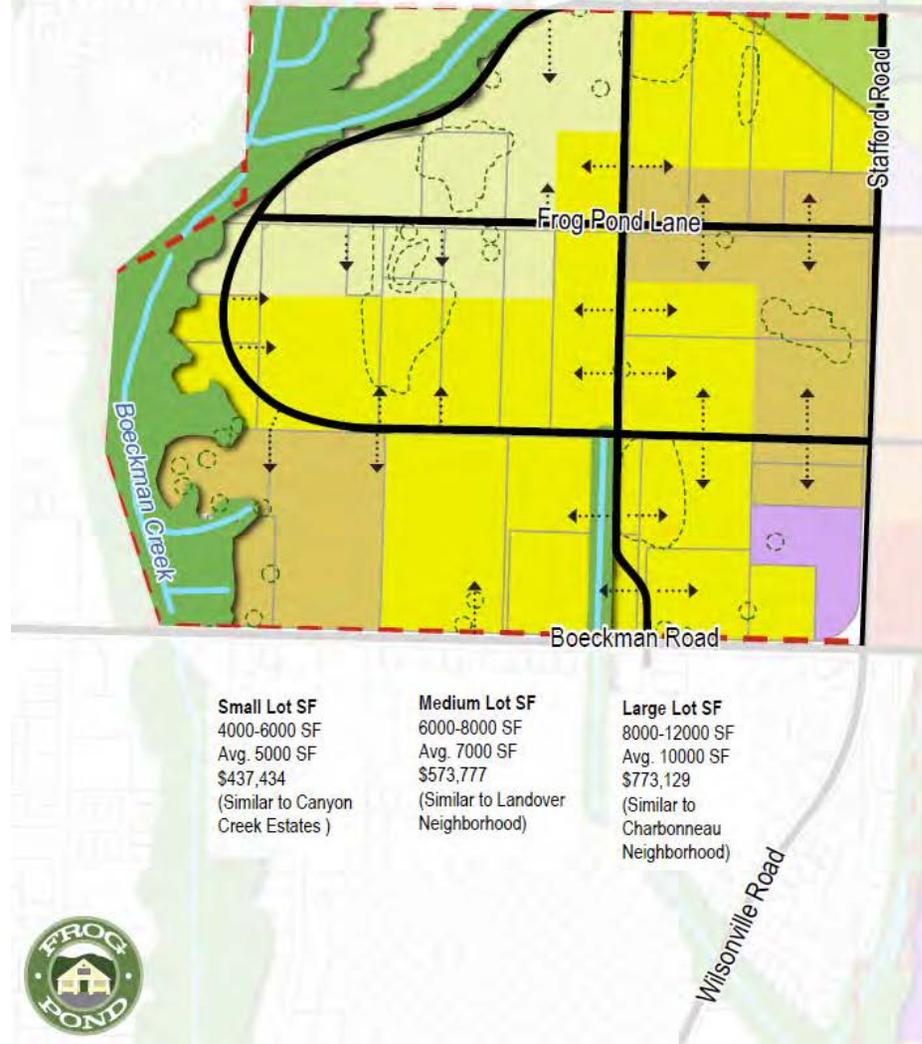


Avg. Lot Size: 5186 SF
Range: 4500 - 7800 SF
Net Density: 8.39 Units/Acre



Figure 2 – Option E

Option E: Larger Lot Option
Land Use Framework



NEIGHBORHOOD COMPARISONS

Large Lot SF - Comparable to Charbonneau



Avg. Lot Size: 9256 SF
Range: 7500-15000 SF
Net Density: 4.7 Units/Acre

Medium Lot SF - Comparable to Landover Neighborhood



Avg. Lot Size: 6690 SF
Range: 4100 - 11000 SF
Net Density: 6.5 Units/Acre

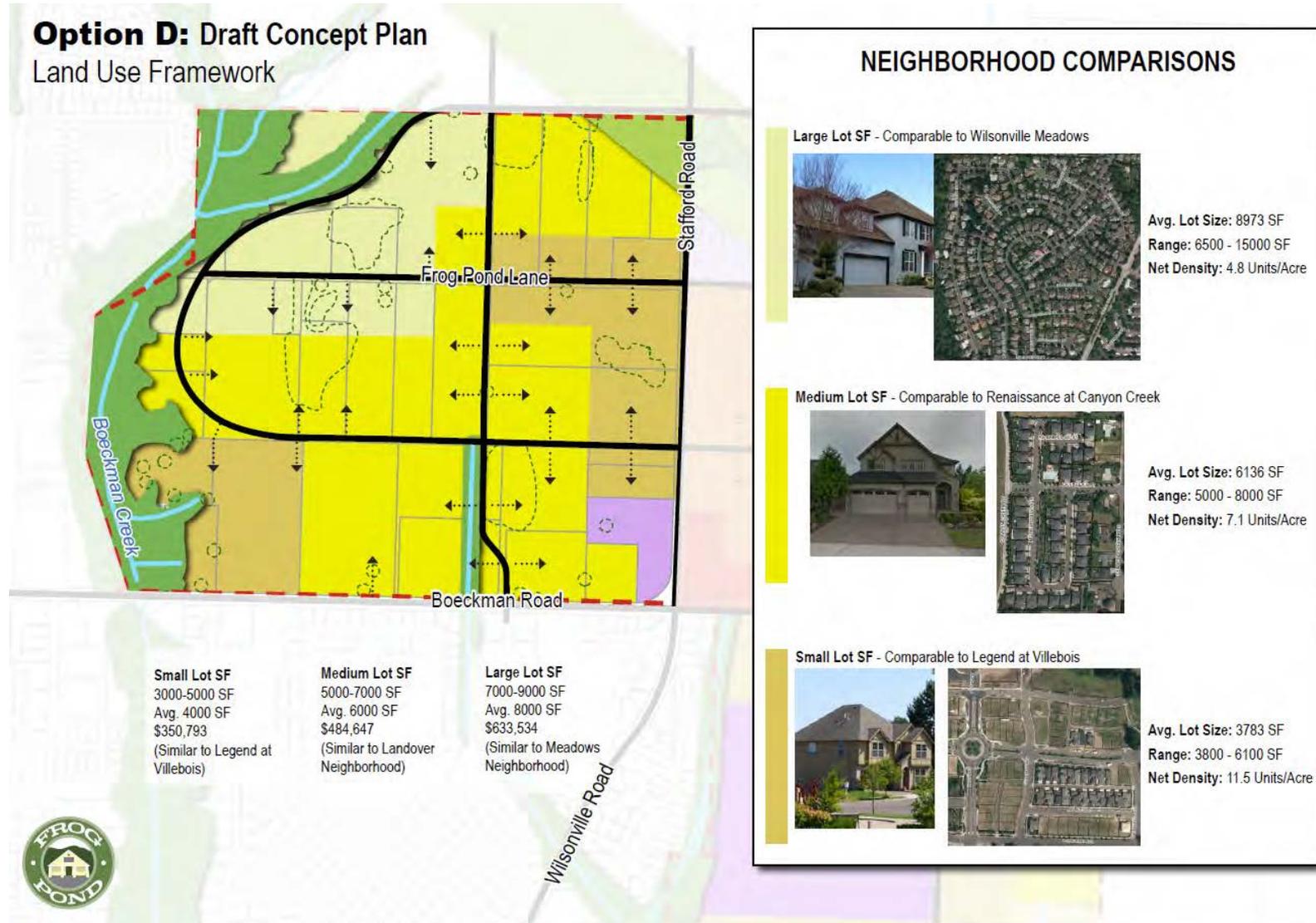
Small Lot SF - Comparable to Canyon Creek Estates Neighborhood



Avg. Lot Size: 5186 SF
Range: 4500 - 7800 SF
Net Density: 8.39 Units/Acre



Figure 3 – Option D



**Table 1 – West Neighborhood Housing Metrics for OPTION F**

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings/Net Acre)
Large Lot Single Family	8,000 - 12,000	42.8	28.4	124	4.4
Medium Lot Single Family	6,000 - 8,000	68.1	45.4	281	6.2
Small Lot Single Family	4,000 - 6,000	35.8	23.6	205	8.7
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	610	6.3

Table 2 – Estimated Dwelling Cost Range for Frog Pond West For OPTION F

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	8,000 - 12,000	10,000	\$775,400
Medium Lot Single Family	6,000 - 8,000	7,000	\$576,000
Small Lot Single Family	4,000 - 6,000	5,000	\$439,700

Source for required home prices: Leland Consulting Group Market Price Model. These are estimates, based on infrastructure and development feasibility information prepared to date, and are subject to change.

The comparable metrics for Options E and D (as calculated for the June 10th Planning Commission meeting) are in the following tables.

Table 3 – West Neighborhood Housing Metrics for OPTION E

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings/Net Acre)
Large Lot Single Family	8,000 - 12,000	31.8	20.6	89	4.4
Medium Lot Single Family	6,000 - 8,000	79.1	53.2	331	6.2
Small Lot Single Family	4,000 - 6,000	35.8	23.6	205	8.7
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	625	6.4

Table 4 – Estimated Dwelling Cost Range for Frog Pond West for OPTION E

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	8,000 - 12,000	10,000	\$773,100
Medium Lot Single Family	6,000 - 8,000	7,000	\$573,800
Small Lot Single Family	4,000 - 6,000	5,000	\$437,400

Source: Leland Consulting Group Market Price Model. These are estimates, based on infrastructure and development feasibility information prepared to date, and are subject to change.

**Table 5 – West Neighborhood Housing Metrics for OPTION D**

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings / Net Acre)
Large Lot Single Family	7,000-9,000	31.8	20.6	112	5.4
Medium Lot Single Family	5,000-7,000	79.1	53.2	386	7.3
Small Lot Single Family	3,000-5,000	35.8	23.6	256	10.9
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	754	7.7

Table 6 – Estimated Dwelling Cost Range for Frog Pond West For OPTION D

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	7,000-9,000	8,000	\$633,500
Medium Lot Single Family	5,000-7,000	6,000	\$484,600
Small Lot Single Family	3,000-5,000	4,000	\$350,800

Based on the draft Infrastructure Funding Plan, the estimated cost per lot for infrastructure funded within Reimbursement Areas is as shown in Table 7.

Table 7 – Estimated Cost per Lot in Each Plan Option

Plan Option	Estimated Cost per Lot for Infrastructure Funded by Reimbursement Areas	Percent Change Between Options
Option D	\$14,102	base
Option E	\$17,012	+ 20.6% over base
Option F	\$17,431	+ 23.6% over base



APPENDIX B: JUNE 10 PLANNING COMMISSION DRAFT MINUTES

DRAFT

**PLANNING COMMISSION
WEDNESDAY, JUNE 10, 2015
6:00 P.M.**

**Wilsonville City Hall
29799 SW Town Center Loop East
Wilsonville, Oregon**

Minutes – Frog Pond Excerpt

I. CALL TO ORDER - ROLL CALL

Vice Chair Greenfield called the meeting to order at 6:02 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Peter Hurley, and Simon Springall. Al Levit and Phyllis Millan arrived shortly after Roll Call. Marta McGuire and City Councilor Charlotte Lehan were absent.

City Staff: Chris Neamtzu, Barbara Jacobson, Miranda Bateschell, Nancy Kraushaar, Steve Adams

VI. WORK SESSIONS

A. Frog Pond Area update (Neamtzu)

The following handouts were distributed to the Planning Commission at the start of the meeting:

- Frequently Asked Questions dated June 3, 2015.
- Attachment F, Citizen Input received since April 2015 Open House
 - Additional public comments received via email after the June 3, 2015 Planning Commission Packet Distribution are an addition to Attachment F.

Chris Neamtzu, Planning Director, stated tonight's extensive presentation was filled with interesting facts and new information responsive to much of the citizen input received to date. He noted the Frog Pond planning effort had been underway for well over a year and a number of meetings had been held by the Frog Pond Task Force and by the Technical Advisory Committee (TAC), as well as multiple work sessions by City Council and the Planning Commission. The City also had literally hundreds of communications with individuals about the project over the life of the project, including a lot of citizen and property owner engagement and many interested parties, so there was a very robust public involvement. The Commission seldom had people show up and tell them what they thought, so he was excited about the great citizen engagement, which always resulted in a much better process and project. He thanked everybody for their participation, adding hearing from people and working together to find solutions was what public policy and development in local government was about.

- He noted concept planning was complex, as could be seen by amount of material in the meeting packet, so he challenged the consultant team to speak in plain terms and try to make the difficult, very technical concepts of funding infrastructure, land development feasibility and concept planning as easy as possible to understand. This type of process and project also elicits a lot of emotion, since many different people were affected by these types of important plans. He believed that out of all the work the Planning Commission did, specific geographic area concept planning was the probably the most important. Concept planning leads to the creation of future neighborhoods that were real places, with real schools, parks, and

trails that identify the future of our community. He knew no one on the Commission took any of those responsibilities lightly.

- These were the places where people would live, raise families, buy their first home, and possibly retire, and upsize or downsize. It was important to note that everybody came from different backgrounds and places with different experiences and everyone wanted different things at different stages of their lives. It was often difficult to imagine what one might need at those different stages. It was difficult to imagine what one might need in 15 or 20 years, but it was important to think about such things in the context of preparing concept plans. Providing for the concept of aging in place was another important consideration when working to create future communities.
- He reviewed the work session agenda and overall project timeline, which were included in the Staff report, noting that although the project had taken a slight delay and was several months behind schedule, there was no pending decision on the urban growth boundary (UGB) so there was time to do good work. The project was still on schedule for Planning Commission and City Council work sessions in June and July, but he was unsure when a public hearing would be held given the amount of work remaining and the need to figure out what path Frog Pond was taking. With the uncertainty of the Commissioners' summer schedules, the September meeting was a possible date for the Concept Plan hearing.
- Phase II, the implementation phase of the project, would last well into 2016 and would involve a lot of very important work on how to develop the zoning codes to guide development in Frog Pond. Lot dimensions, setbacks, building heights, urban form, and many other considerations would go into Phase II. Many details were yet to come, but the Concept plan would be the first major piece in planning Frog Pond.
- Tonight's work session was informational for the most part. Staff was not seeking anything specific direction from the Commission but wanted to give the Commission, and the public time to consider the information and hear from the public. Staff would return with another work session in July where specific direction would be requested on a land plan. The material was responsive to citizen input and the process was at the stage of working to balance a lot of different interests, ideas, and suggestions.
- He introduced the team and described the work session presentations for the evening, and also noted the new and updated documents provided in the meeting packet. With regard to the land use framework, he noted the lot sizes in all categories had increased in all segments and in all neighborhoods. As the Commission contemplated the changes, it was important to note that this was a menu of choices and the team might not have squarely hit the mark; there might be things that were appropriate in the West Neighborhood that were a different condition in the East or the South Neighborhoods. Tonight's dialogue would largely be about the menu of choices.
- The team prepared a Frequently Asked Questions (FAQs) document that would hopefully clarify some issues and address many of the common misconceptions that continually kept coming up on the project, some of which had been addressed many months ago. The FAQs were distributed to the Commission and made available to those in attendance.

Joe Dills, Project Manager, Angelo Planning Group, explained that the purpose of tonight's agenda was to connect the dots between the all public input received, the infrastructure funding and development feasibility and the land-use options, especially with regard to lot size and the available options and solutions. The intent was to inform the Commission how one piece in infrastructure would connect to lot size and also to community responses that had been heard.

Miranda Bateschell, Long-Range Planning Manager, provided a high-level summary of the results from the survey and open house via PowerPoint. Some of the results were keenly connected to the topics to be discussed during tonight's work session and would help inform the Commission's thoughts around the remaining issues. The entire report was included in the packet beginning on Page 5 of 143 in the meeting packet.

Comments and questions from the Planning Commission were as follows with Staff's responses as noted:

- Concern was expressed that the responses did not seem to correspond to the mix of demographics within Wilsonville as a whole as the responses were skewed toward very wealthy families within the city. The

responses did not represent a good cross-section of Wilsonville, and perhaps the results meant the City was not necessarily getting the full input from the demographic that might impact Frog Pond residents or different residents of the wider Wilsonville

- Ms. Bateschell replied that often, higher-income people had more time to participate in surveys, so there were times when that was skewed, which she believed was common. In this situation the City was not necessarily anticipating quite the response rate and breakdown received, which would be important to future planning and how the City conducted public outreach as far as getting the word out. The City had reached out using its typical methods, which included the City website, Facebook, and monthly newsletter, so some outreach might not have made its way to other populations who were not online or on Facebook and paying attention in that way.
 - She agreed the responses received were not representative of the community as a whole. When looking at the demographic breakdowns of the community, the respondents did not necessarily represent the entire citywide population.
- However, proximity to the project itself might have been a factor as well. The neighborhoods around the Frog Pond tended to be in the higher-income range as opposed to other locations around the city. Residents in proximity to a project were going to care more about it a more, which would most likely affect the results. There were a lot of apartments in the area as well.
 - Ms. Bateschell reviewed Slide 6, which broke down where survey respondents lived, noting the highest percentage was from East Wilsonville and the surrounding neighborhoods, but there was a pretty good split in responses from those in the east, central, and west portions of the city.
- The additional testimony in Attachment F could not be included in the analysis, which began in mid-April, but the tenor of that information and attachments played out in a lot of what was presented tonight in terms of people wanting larger lots and more large lots, and having those types of opportunities reflected in the Concept Plan. That additional input followed a lot of the same consistent messages received through the open house process.
- It was clear that some people had not actually read the plan.
 - Ms. Bateschell agreed that there was some misinformation out there, which was the main reason the team created the FAQ handout which was also posted on City website so people could get better information in terms of what was included in the plan.

Brian Vanneman, Leland Consulting Group, presented the Infrastructure Funding Strategy (Attachment C) and Land Development Financial Analysis (Attachment D) via PowerPoint. He explained that the Funding Strategy detailed what would be funded and who was expecting to pay what, while the Land Development Analysis helped connect what the City assumed developers would pay and how that factored into the land development equation with regard to what types of lots and homes were feasible while providing funds for land and infrastructure and how that would affect those homes' pricing. His key additional comments, including responses from him and Andy Parks, CPA, to Commissioner questions were as noted:

- Reimbursement districts (Slide 10) could involve one developer or a consortium of developers picking up those costs. A consortium of developers might form a separate LLC, for example, which would receive payments and then the LLC would take care of the distributions internally, or the City could end up with multiple signed agreements with the various parties.
 - The benefit to having one big district was to spread out the costs of the improvements over 600 or 700 units, rather than a smaller number of homes paying for improvements as they came on line, resulting in more costs being spread over fewer homes.
- Specific real estate information was received from at least two brokers, Debbie Laue of Hasson Group and Lori Loen of Summa, for the Land Development Analysis.
- There was clearly a market for the large homes. Slide 14 featured two lots that had sold this year. The property that sold for \$749,000 was 9,000 sq ft, and the property that sold for \$679,000 was 15,000 sq ft.

- He clarified that Days on Market (Slide 17) was the time from the point that the home was officially listed to when the sale closed, so the homes in Villebois that were unfinished and sold were not accounted for in the figures regarding 50 days on the market for new construction.
- The classifications did vary from Option D to Option E. While the visual of the Land Use Framework Plan was the same, the definitions of the lot sizes changed because they had increased in size.

Comments and discussion from the Planning Commission was as follows with responses to Commissioner questions as noted:

- Figure 11 on Page 62 of 143 showed the average home sales in Wilsonville, Tualatin, and West Linn and Figure 12 on Page 63 of 143 essentially showed the number of home sales based upon lot size, but how much was demand-based? Tualatin and West Linn were just not building smaller lots. The data on what was selling in Wilsonville seemed very supply-based because that was all Wilsonville was building, so conclusions made about people in Wilsonville wanting smaller lots was based on skewed data.
 - Wilsonville was on a push to try to attract businesses that had higher income, even executive level positions, and yet the only demand was based upon the community of the existing residents. It was interesting that the largest sector in Wilsonville was \$75,000 to \$150,000, but that was very short-sighted if the assumption was that people were going to move from one spot in Wilsonville to another. To attract jobs, the City had to assume people would come from other locations, but that data was not available.
 - Tualatin and West Linn were doing something right, perhaps it was lower land value, but they were not bothering to build smaller lots because they could sell larger sized lots at a higher amount. The volume of data provided did not address that issue.
 - Mr. Vanneman agreed similar concerns had been heard in the past when presenting the plan. He displayed the Market Area map for Wilsonville that he had presented previously. The market area, which might be redefined, was defined sometime in 2014, and shown by circles drawn around Wilsonville, Tualatin, Sherwood, and the unincorporated areas between the cities. Typically when building housing, a larger market area should be served than just the local community. Brokers and developers typically stated people were cross-shopping in Tualatin, Sherwood, Wilsonville, and those areas in between. The demographics of that market area were quite similar to Wilsonville. Rather than 9 percent of households \$150,000 or above, there was 12 percent, and the percentages of households \$75,000 to \$150,000 were very similar.
 - But Wilsonville was lower than the average, quite a bit lower than Tualatin, and drastically lower than West Linn, so the data did not say anything different than Tualatin and West Linn had been able to attract higher household incomes. Wilsonville was telling those who were looking for that size of home in the market between Wilsonville, Tualatin, and West Linn to not bother coming to Wilsonville. The City could and should aspire to be in those same ranges as Tualatin and West Linn. Wilsonville was trying to build businesses that aspired to hire those kinds of people, but did not want to build the housing to accommodate them.
 - Mr. Vanneman noted the lot sizes for Tualatin shown in blue in the graph on the right side of Page 63. He stated that the current Option D averaged lot sizes of 4,000, 6,000, and 8,000 sq ft, which was very reflective of the last ten years of development in Tualatin. Option E had 5,000, 7,000, and 10,000 sq ft lots, so that was maybe more reflective of West Linn.
 - The communities of Wilsonville and West Linn shared schools, so there was a different scenario according to this graph. One of the largest drivers of where people were going to live and how much they would spend on a home was schools. Although they had the same schools as West Linn, Wilsonville was intent on building smaller than West Linn, which was baffling.
 - Although the options presented tonight would transition Wilsonville to Tualatin and West Linn, a lot of data indicated that was probably not a good idea. Was that a data problem in that the data was too limited?
 - The question was not about what was in Wilsonville and how to sell it to Wilsonville residents, the question was how could Wilsonville attract people in that market, because although the City

- wanted to build the employment for those people, it did not want to build houses for them. Was there a data point up to help with that? Something seemed to be missing, because the data was not there. Hopefully, developers and real estate brokers could provide some education, because they would provide some anecdotes but data was needed.
- Mr. Vanneman confirmed the data was the actual home sales' values that he had seen. He agreed there was clearly something in the market, but believed it was beyond just lot size that people were buying in West Linn, in particular. People had opinions about what that was, and people might disagree, but he believed the reason for the disconnect was that he was looking at data that said the transition to Tualatin, in terms of achievable pricing, could not be done overnight, so maybe a phased or stepped approach was needed. It also begged questions of what other amenities in the land plan could get Wilsonville there. For example, he asked one of the brokers in the audience tonight how they could drive large lot sales in Frog Pond, and one reply was to maybe host a Street of Dreams in 2018. As Ms. Bateschell pointed out, parks, connectivity, and open space, tend to drive pricing and demand regardless of lot size.
 - He agreed schools were a factor as well. Lake Oswego was another place where the Street of Dreams pops up, and Wilsonville's schools were comparable.
 - Mr. Vanneman believed Option E was a divergence from the past, which might be good or bad. From his point of view, just looking at the data, he believed it had more risk.
 - Lowering the cost of land could minimize the risk a bit. Was the price per foot for raw land in Tualatin or West Linn as divergent as it was in Wilsonville?
 - Mr. Vanneman responded really good data on land costs was difficult to come by, especially because it was rare that Clackamas County records included the home sale price, lot sale price and the end point. From the team's analysis, two main determinants of lot price and raw land price were the value of the finished home and the size of the lot. In general, the same 6,000 sq ft lot in Wilsonville would be more valuable in Tualatin because the homes sold for more.
 - It was a weird anomaly because [Tualatin buyers](#) were actually paying more per foot, [but building a larger home on a larger lot and selling it for a larger price for what actually ends up being a slightly lower price than what Wilsonville could do it for according to the models](#). Perhaps the missing data point was the actual raw, undeveloped land value.
 - Mr. Dills suggested the team could research data points that might explain some of the differences in the averages, building off some of the points that had been made, and return with that information in July. They knew it was not schools that made the difference or the proximity of managers and executives to the businesses because business was strong in Wilsonville.
 - It would also be really informative to get that next level of comparison in how the house prices were set, especially in relation to West Linn because of the school district and because, as heard in some of the input, the City did not want to push people out necessarily who wanted to stay in Wilsonville but decided to live in West Linn instead.

Mr. Dills presented via PowerPoint the key issues, options, and solutions discussed in his memorandum (Attachment E) regarding the residential component and lot sizes, which was the key issue. The four other issues were really simply refinements to the plan and would be addressed following the Commission's feedback. His key additional comments, including his responses to Commissioner questions, were as noted:

- He confirmed that in the memorandum only a portion of Morey's Landing had been measured in the list of sample neighborhoods showing typical and comparable lot sizes. Morey's Landing was still representative of large lots but the lot size was slightly larger than that included in the table.
 - Also providing the home values or recent sales prices of homes in the three neighborhoods with those lots was also suggested.
- The dashed green lines on the draft concept plans represented existing tree groves, which were included on the plans as reference points to indicate where things were.
- When comparing the Home Purchase Price Range in Figure 3, Income and Housing Affordability in Wilsonville (Slide 9), to the average home prices of Option D and Option E in Observations (West) (Slide

11), even the Small Lot in Option D would be too expensive for people earning \$75,000 to \$100,000, and the large lot was too expensive for people earning \$150,000 because it was over \$600,000. Option E was even more out of reach for those particular income ranges.

- What was the preferred target demographic for household incomes in Frog Pond, those earning \$75,000 to \$150,000 or \$100,000 to \$200,000? What level of diversity had the Commission been picturing? This was not the level of diversity Commissioner Springall in mind.
- Figure 3 regarded the Income and Housing Affordability of Wilsonville's demographic, and as discussed earlier, the data was from a limited pool of demographics. While a home might be out of reach based upon Wilsonville's demographic, and if Wilsonville was aspiring to a different demographic, it was not out of reach according to West Linn's demographic.
 - Secondly, \$75,000 to \$150,000 was the range for the Small Lot, but there was no upper limit for incomes higher than \$200,000 and combined incomes could get into that neighborhood, it did not mean it was unattainable for those with that income. Figure 3 regarded only Wilsonville's income demographics and not West Linn's income numbers, for example.
- The only demographic that mattered for affordability of price range was household income, and the values for Large and Small lots did not really match up with what the Commission discussed before of \$75,000 to \$150,000.
- The target demographic could be different in West Linn but those income figures were not provided. What percentage of West Linn residents earn between \$75,000 and \$150,000?
 - The target demographic should stretch significantly higher than \$150,000.
- Knowing who could reasonably afford these homes went back to the discussion about the target market; if a person could only afford a certain home, Figure 3 demonstrated what the target income needed to be.
- Mr. Dill explained now that costs were actually being loaded into the plan, the finding was that there was not much for the home buyer with under \$150,000 in income, whether they already lived in Wilsonville or were relocating here. That was a key issue that needed to be addressed.
 - His advice for the strategy for the West Neighborhood was that no matter where the floor was; a little something should be provided for everybody, as well as some variety. Although the floor was not as low as they would like, as far as having a wide demographic that could buy, but there should still be some toward the Small, Medium, and Large Lots, which was one thing they were trying to figure out.
- The tables on Pages 85 and 89 of 143 in the packet showed how many of the total dwellings in Option D and E were Large Lots. Option E had 89 Large Lots.
- Remarks in Attachment D stated that in both Option D and Option E, the Large and Estate Lots would need to sell for more than comparable homes as there was an above-market component. A decrease in the price of raw land would be one way for developers to offset their costs a bit, although it would only go so far. Was there way to estimate what prices raw land might sell for under Option D and Option E?
 - Mr. Vanneman explained there was a floor for land value. People want to sell their land for something, or they would not sell it. They could also sell their land to someone who did not want to connect to the city systems or wanted a farm, horse stable, etc. There were not many of those transactions so it was difficult to see what that market was, and agricultural prices were also a factor. Considering all those things in Frog Pond and semi-comparable areas, transactions had been seen between \$1 per sq ft, probably for agricultural land, and \$3 per sq ft for raw land. The higher values were probably for people living on the property. If the land values drop too much below \$4 per sq ft then the Concept Plan might not happen because people would either not sell their land or sell it to somebody who wanted to farm it or have acreage.
- Mr. Dills assured that designated areas of significant tree groves would not be impacted by Option D or E. The City had a regulatory construct for significant resources, so protecting the tree groves was assumed to be a constant. While the green dotted lines illustrated where a tree grove was located, they were not intended to be the same as the Significant Resource Overlay Zone (SROZ).
- It seemed the basic unanswerable question seemed to be if they build it, would they come.

- Mr. Dills responded a key way to look at it was if Frog Pond was planned so people could afford it, they would come; and if it was planned so that it was the quality Wilsonville expected, they would come. The key was to make the numbers and the livability work.
- The premise in the Concept Plan ~~there~~ was that “they” would be a spectrum of buyers. In the West Neighborhood, 50 percent of the homebuyers were people who could afford the Medium Lot choice, with 15 percent of the homebuyers at the Large Lot end of the spectrum, and he agreed there was no ceiling on that. The right project would sell expensive homes, same with the small. “They” were a different array of home buyers all artfully planned over 180 acres of land connected by beautiful public realm improvements.
- The reason the City was in this position was because State Planning Goal 10 required diversity of housing costs and styles; it did not say each project had to be diverse within that project, only within the community, and the Commission was losing sight of that when determining what the floor should be.
 - Figure 12 of Attachment D (Page 63 of 143) clearly showed that based on Tualatin, and West Linn, the City of Wilsonville did not currently meet State Planning Goal 10. It was time for Wilsonville to get out of its comfort level, which currently stopped with lots at about 7,500 sq ft, according to Figure 12. Wilsonville had a great housing base of lots in the 2,000 to 4,000 sq ft range, a mediocre second-tier base of 4,000 to 7,000 sq ft, and then Wilsonville fell off the map; whereas West Linn, Wilsonville’s school sister, really picked up the game at 7,500 to 14,000 sq ft.
 - Was the City government interested in providing Section 8 housing or following the mandate of State Planning Goal 10 which said provide diversity of housing at all levels in the community. Wilsonville was failing at that and would need to get out of its comfort zone to comply.
 - No more economic data was needed or statistics about what was or was not affordable. Not everyone could buy a \$1.2 million home, but plenty of people within the metro area could. Portland was a great example of diversity in housing and had homes in the \$4 million to \$7 million range, but Wilsonville did not have anything even 1/10 of that.

Vice-Chair Greenfield called for public comments.

Jim Wolfston, 7331 SW Boeckman Rd, stated he found the conversation interesting and helpful. In addition to owning a home in Frog Pond, he also owned land in West Linn. He felt he had a solution to the conundrum of what West Linn was doing right to attract wealthier people, which seemed to be a quiet ambition, at least amongst some members of the Commission. Looking at the demographics, there was probably no statistical significance in the differences between Wilsonville versus Tualatin. However, the major differences between Wilsonville and West Linn were the geography features and natural views that were not found in Frog Pond. If Wilsonville wanted to be more like West Linn, the best place would be closer to the Willamette River; the City needed to grab onto something that created differentiation. As someone in the wealthier demographic, he would not buy a \$750,000 home in Frog Pond when a \$750,000 home in West Linn had views of the Cascade Range, Willamette River, and enjoy huge Douglas fir trees. Even if these views were not available from his property, he could walk down the street to see them. Such amenities did not show up in computer-aided design programs. No images were presented of the view of Mt. Hood from Frog Pond because it did not exist. These amenities made a huge difference, so Wilsonville needed to be realistic about what was achievable. Even if the ambition to step up and compete with West Linn was bona fide, it should not be pursued in Frog Pond, which also had powerline towers that devalue the grandeur factor.

Janice Johnson said she was a former realtor that had lived in West Linn for 33 years and moved to Wilsonville a year ago. She moved for the good schools, even though she had no children, because it did make a difference. In West Linn, she lived in Hidden Springs on a quarter acre. She had a beautiful home, but it was too big for her and husband so they sold it. They chose Wilsonville because it had a unique character. West Linn had beautiful homes and she could see all the trees and Mount Hood, until the tree grew and blocked the view. She liked her current smaller home, except for the road, and the City would have trouble with that road with big homes, too. Wilsonville needed to get with the century. When she was a realtor, people were looking at the West Linn-Wilsonville schools, but Wilsonville did not have any splash. When she was a realtor, she had

a lot of clients who were CEOs and they always chose West Linn and Lake Oswego because they had the beautiful, big homes, and they wanted acreage and a gentleman's ranch-style property. There was a lot of money out there; people with money were coming up from California and even if Oregonians could not afford them, a lot of people could. If the homes were built with some class and a Street of Dreams look, not all junked up, they would sell fast. She believed the City was missing a lot of money and a big opportunity with CEOs to bring Wilsonville up to the level of West Linn.

Doris Wehler, 6855 SW Boeckman Rd, Wilsonville, commented that citizens wanted larger homes in Wilsonville because the big demand was not being met for current residents who wanted a yard, or want to build a bigger house or have a three-car garage. She liked Option E and agreed that diversity on this particular piece of land was unnecessary because the City already had less expensive lots. She believed there should be some Small, Medium, and Large Lots, which Option E provided, but she was concerned about the balance of lots. There were only 93 large lots and 50 percent were medium-sized lots, so some of the medium-sized lots needed to be converted into Large Lots. She added that she was volunteering her property for the larger lots.

- With regard to the funding discussion, she believed the City was about to embark on spending urban renewal money for the Coffee Creek Industrial Development. When recalling the millions of dollars of urban renewal money spent on Villebois, she found it interesting that no urban renewal money was marked for Frog Pond. Funding on the part of the City was only from the CIP, the Capital Improvement Projects. She questioned whether the Frog Pond development was being treated fairly on what they had to pay for.

Gordon Root, Stafford Land Company, 485 S State St, Lake Oswego, said he was one of the developers of the 2016 Street of Dreams on Pete's Mountain. He applauded the City's effort in getting and actually being responsive to the public's input. He suggested that the City look at Wilsonville's net employment market as about 83 percent of the people that worked in Wilsonville commuted to their jobs. He also suggested talking to business owners and senior-level managers at Wilsonville's businesses to see where they lived and why. Many commuted to West Linn or Lake Oswego because there was no housing option for them in Wilsonville. They grow their roots in their community and skew the demographics of that community because they take the money they generate in Wilsonville to that nearby city.

- People grow roots in Wilsonville because it was a great place. There were a whole bunch of medium-lot homes, but where did homeowners go from there? Their choice was to move out of the community or stay in a home with which they were less than satisfied. Wilsonville needed to provide that move-up opportunity for people in the community.
- If his company had the ability to build on a 10,000 to 15,000 sq ft lot, they would overshoot the required home prices because the market demand was there. His company bets every day on what the market would be when building spec homes and installing infrastructure. The market did exist, it was just an unfilled need here in the marketplace.
- He liked Option E. He recalled in 1984, only so many units were allowed on a particular parcel of land. Now, with minimum density standards and the UGB, you cannot build less than a certain number of units. The City had a very unique opportunity to provide large lots because they were going to become an extinct beast going forward. The City needed to seize the moment, get the large lots while they could, and provide the housing choice for people in Wilsonville.

Commissioner Postma asked for his assessment as a developer, if the City planned for that, did it pencil out from a developer's standpoint; if they built it would they come.

Mr. Root replied absolutely, adding that the City's consultant had done a wonderful job assessing the costs in the tables that they had; it was dead-on and very good. If Wilsonville built it, they would come, because they were already there.

Dorothy Von Eggers, 6567 SW Stratford Ct, said she lived in the Landover Development. She noted that a lot of this plan was not targeting the people who already lived in Wilsonville. As far as the “if we build it will they come?” question, she reminded about the unrelenting snowfall, flooding, tornadoes, hurricanes, and droughts occurring in other parts of the country. Oregon was a paradise and people would want to move here from other areas of the United States. People were willing to pay a premium for quality of life.

Baby boomers were also returning to Oregon, like her sister and her husband who moved back to retire after becoming empty nesters. They wanted some room and would love to live on an acre parcel. People in general wanted room to roam, room for their adult children coming home, and room for their future grandchildren to visit. They wanted to be near a large city, an international airport, and doctors and hospitals, especially baby boomers. But, they did not want to be in the Portland city limits or out in the sticks in rural areas on five-acre parcels, which was why Wilsonville was a prime area. Wilsonville had the Willamette River, a country setting, and they could make Frog Pond what they desired. She also believed that if they built it, they would come.

Todd Tolboe, 30400 SW 35th Ave, said that unlike what the Mayor did at the last City Council meeting, he hoped he would not be discriminated against because he did not live within the city limits. He was a 17-year resident of the area. He started in an apartment and lived in two other homes, but as his family grew, he needed more room. His daughter wanted to raise chickens, the family needed a pool, and they had cars to work on. But there was no place to do all this in town; the room was not there. He and his wife love the Wilsonville community. His wife was very active in the school and he ran a local Boy Scout troop, so they were “Wilsonville.”

- He believed Option E was a great start, and agreed that Wilsonville had a great opportunity to follow the State guidelines, which he had printed out. He had worked with Mr. Neamtzu in the past while president of his homeowners association. He quoted Mr. Neamtzu, “This is the future of the community. This is our chance to provide for lifetime stages not just of Frog Pond, but for the entire Wilsonville community.” He stated that since Wilsonville was already over-indexed in high density, small and medium lots, now was the chance to create an Option F even and look for more large lots.

Elizabeth McCord, 7893 SW Rockford St, said she spoke at the City Council meeting a few weeks ago and was struck by what she had heard both at the Council meeting and tonight that some people did not want her to stay in Wilsonville. She was in the higher income bracket. She did not have more time than somebody who might live in an apartment, a smaller home, or on a smaller lot. She was missing her daughter’s softball game tonight, had to arrange carpool for her son at soccer, and was supposed to be grocery shopping but the Commission did not take public comment first, so she was going after the meeting. She worked and commuted every day to Lake Oswego on Stafford Rd. They chose to live in Wilsonville rather than West Linn or Lake Oswego because of the community of Wilsonville. They enjoyed the small town feel, that it was a city with a country feel. They enjoyed that many of the lots were flat. Unlike an earlier description of West Linn, they did not want a hill; a view was not important. They had kids and wanted a yard and to be able to entertain and have barbecues with their family. She believed that was missing in Wilsonville if they wanted to move up. They had a 6,000 sq ft lot and were actively looking for a larger lot but they were hard to come by. On Stafford Rd, they would have to consider buying something five acres or larger because the smaller acreage or larger lots outside of the city limits were bought up pretty quickly and not on the market long. There were people who could afford and wanted to buy and live in Wilsonville.

- Part of her problem with the survey and with some of the demographics provided was that data could be skewed, both by the information one was able to gather and by information that was not available. The reason lower-income people were able to live in Wilsonville was because the city had one of the largest apartment ratio, which would draw lower incomes by its very nature. And, that was not bad; She had friends who lived in apartments and apartment residents were great people, but they were just in a different demographic. If they were able to move up and wanted to stay in Wilsonville, they would, but the City should not put her out of Wilsonville simply because she was not falling into the smaller demographic of what already existed in Wilsonville.
- Wilsonville needed diversity, which was present in other communities. The newer, west side community had diversity. She would not name the community since Council seemed to think that community was being

discriminated against, which it was not. That community was not utopia; it had problems. Those residents loved where they lived, but did not realize the size lot they were buying was only big enough for their dog to use as a restroom and not for their small child could go out and play. Where would one move to if they wanted a larger lot? Wilsonville did not have those options.

- The older, larger homes in Wilsonville Meadows sell very quickly and some people like to buy older homes, but some people want new homes or homes built within the last 10 years, and where did that exist in Wilsonville?
- Two weeks ago, Renaissance Boat Club had six lots that were sold. Out of the six, only two buyers were boat owners. The other four were people who wanted to play golf and enjoy Charbonneau, but wanted a new house. She was shocked that people were buying the larger homes with a medium sized lot that were not even buying for the river access. There was a desire for bigger lots and homes.
- She moved to Wilsonville for the school district and chose Wilsonville over West Linn because of the hills, the house, and they wanted a flat lot. But Wilsonville schools were slipping in their grading of being a top school. West Linn carried the school district for being a top school district, and that needed to be looked at and known. Wilsonville had great schools, great teachers, and a great community, but the schools were slipping and that needed to be addressed. She moved her daughter to a charter school in West Linn because she needed something different, and thankfully, that was an option in the school district. People did come to Wilsonville for the school district, but more things needed to be provided, like housing.
- She noted that the Mayor had mentioned that Villebois was a 17-year project before it actually came to fruition so she urged the Commission to vet this process out. There was time. She liked Option E as a good starting point, but still believed it was skewed more towards Small and Medium Lots than larger lots. A Street of Dreams was built not too long ago in an unincorporated area, and she understood all of those homes were sold, so people did buy them and they came.
- She urged the Commission to vet this process and not be held back by a need for diversity in Frog Pond when Wilsonville itself already had the diversity. The diversity of larger homes, larger lots or just larger lots without the larger home, was needed. The Commission had a very interesting proposal before them and had an opportunity to control growth and allow Wilsonville to still be the community people were drawn to and wanted to move to without allowing Wilsonville to become a Beaverton, Tualatin, or Tigard which were dense, had a lot of traffic, and people were trying to move out of.

John Ludlow, Wilsonville, thanked the volunteer Commissioners for their hard work, noting the additional time required to read and digest all the material prior to meetings.

He briefly reviewed the history and growth of Wilsonville. When he moved to Wilsonville, he met a man who had moved here in 1955 who was a visionary and an architect. After he got elected as first mayor of Wilsonville, he became the first chairman of CRAG, the Columbia Region of Associated Governments, the forerunner of Metro. He got Wilsonville incorporated in 1969 despite protests from people to the west who thought it would impede upon their one-acre parcels surrounded by 20-acre lands. The next year, Tektronix wanted to build in Wilsonville, and again, people protested that it was the beginning of the end for the city.

- He participated in the first General Plan of Wilsonville in 1973 or 1974. They agreed they did not want to look like Beaverton, but in a lot of ways Wilsonville did. When he first came to town, there were no subdivisions, just Old Town with a motel and a few restaurants and taverns; then came the first subdivision, Serene Acres, and then Montebello, Daydream Ranch, Courtside Estates, Wilcox Acres, now known as Fox Chase, and Wilsonville Meadows. Ever since Meadows, lot sizes had become smaller and smaller.
- He was against urban renewal because it took tax money away from schools, police, fire, libraries, and parks. For example, all the lots in Villebois were frozen at the dirt value. Every improvement that went in at Villebois was taxed at the assessed value, and all of that money went to pay off the bonded indebtedness. The public tax payers invested \$50 million in Villebois, but he had not heard anything about money for Frog Pond. Urban renewal was an incorrect form of scraping money away from vital services to the extent that California quit doing urban renewal districts; there was a reason.
- He appreciated the questions about balance and pointed out that this year the Clackamas County Board of Commissioners finally told Metro enough was enough. Wilsonville had 54 percent apartment housing,

and he heard all this about balance and choices, but the choices were out there. With 54 percent apartments, there had to be parity, equity, and some kind of line in the sand where enough was enough and the City could tell Metro that. Currently, any land brought into UGB must be at least eight units per acre, inclusive/exclusive of the roads. If it did not include even one road on that acre, that would only equate to 3,000 sq ft lots. That was not what Wilsonville should be or what it wanted. As a broker in Wilsonville for 40 years, he knew the demand was there. Wilsonville had become something that was never envisioned by the old-timers. He had talked to City Council about large lots and many people with a lot of history in this town wanted Wilsonville to return to at least 50 percent single family, which was surpassed a long time ago. There was a desperate need and desire for large lots as heard at City Council, during tonight's public testimony and certainly in the letters received. There was a demand for large lots. No one was trying to be West Linn or be snobby, but there needed to be some fairness in Wilsonville. Wilsonville had been a good partner with Metro and had the density. It was time to allow large lots in Frog Pond to bring balance back to Wilsonville.

Lori Loen, 28237 SW Wagner St, Real Estate Broker, Summa, said she was also a former member of the Frog Pond Task Force. She thanked the Commission for bringing up Statewide Planning Goal 10 and all of their comments, and Staff and the consultants for their great presentations. She was pushing for larger lots due to the market's desire for them. She believed there was a natural gateway from Lake Oswego, West Linn, through Tualatin, and into Wilsonville via Stafford Rd. Median home prices in Lake Oswego were much higher than Wilsonville. From Lake Oswego, down Stafford Rd into Wilsonville, they had an opportunity to attract that buyer that wanted to come there and the buyers the City wanted to attract, including some of the executives that drive home on Stafford Rd. Frog Pond was a natural spot to build large homes, but it could not be done with 3,000 and 4,000 sq ft lots like Villebois. She chose Wilsonville for the country feel. She had lived in Wilsonville for about nine years and was not excited by the nature of the changes taking place. It was hard to ask people to move to Wilsonville when most of the 54 percent of apartment housing was on Wilsonville Rd.

- She agreed with Ms. Wehler that there were not enough large lots, although it was starting to look better and she did appreciate the changes that had been done. So much resource protection was on the 89 large lots that she asked how much of those lots were really usable because they were backed up to the creek and there were tree groves. People wanted large lots that they could use; they wanted flat lots, three-car garages, and a single-level 3,000 sq ft home. That could not be done in the building envelope if the lots were all resource protected, so that was another thing that she wanted the Commission to look at.
- She questioned the income levels of the demographic profiles that were presented tonight. Ms. Bateschell's presentation stated that the income levels from a majority of the respondents were well over or close to \$100,000 a year. Looking at the general population, Wilsonville's average income was \$75,000. How many of the people added into the demographic profile were transient residents that were renting and might be moving on and how did that equate to homebuyers? This was another issue for the Commission to consider.
- The side yard setbacks of the 5,000 sq ft lots also really needed to be looked at. Her lot in Landover was about 6,600 sq ft and her house was much too close to her neighbor. She drove through Villebois and took pictures, and those houses were so close together one could hear their neighbor sneeze. When planning even the small lots, she would appreciate it if the Commission would consider how people were being squeezed together.
- Wilsonville was at 54-percent rental; there was no diversity in that and it really needed to be considered.
- Regarding days on the market and price ranges for houses, they were looking at apples and oranges because it was not just new construction. Homes that were older and not updated, like Charbonneau for example, with really big, substantially built homes but zero updates, were going to take longer to sell than newer homes or homes on a large lots that were completely updated, so the days on the market figures were a bit skewed. As stated, statistics could really be manipulated.
- She urged the Commission to please keep all these things in consideration. She reiterated that they had buyers who wanted these large lots and were willing to pay for them. If Wilsonville could utilize the natural transition from the other parts of the community and the county to the north, and keep this corridor, perhaps, to meet a higher demographic profile, everyone would benefit.

Debi Laue, 12340 SW Wilsonville Rd, Wilsonville, said she wanted to present some testimony from people who could not be at the meeting. Pahlisch Homes built two homes in the NW Natural Street of Dreams at Stonehenge, and the margins on those homes allowed for costs associated with infrastructure to be fully covered. Pahlisch truly believed that a third acre of flat land could support a very lovely home that could most undoubtedly support the infrastructure the City was concerned about. They understood the concern and agreed it needed to be addressed, but they believed that if Wilsonville had the right-size lot, buyers would come, and it would be for that main level living that was so desperately needed in Wilsonville.

- As mentioned, the inventory at Charbonneau was all 25-years old. She had people who bought those homes because they were the only single-level home they could find over 2,000 sq ft. But if people had a choice north of the Boone Bridge, they certainly would take it to avoid the traffic mess going to Charbonneau.
- She read an email from another company that did executive homes stating, “We believe if larger lots were created in the planned communities the values of the homes would easily cover any additional infrastructure costs that would be incurred by creating those lots.” Currently, this company was taking their clients who wanted a single-level home out to the country and spending \$400,000 for a piece of property, and then putting in a well, septic, etc., which pumped the price way up. They would definitely rather bring their clients to Wilsonville on a third- to half-acre lot, if it was available. So, would they come? Yes, they would.
- She had sent an email to the Hasson company agents asking three questions: Did they have clients that wanted new, single-level homes, would they build in Wilsonville if the inventory of lots was available, and what would their clients pay for a new, single-level home of approximately 3,000 sq ft with a three-car garage if it was available today? Her favorite answer was, “To answer your question if buyers want a big, single-level home on a large lot, does a bear sleep in the woods?”
 - She got answers from at least ten agents within five minutes of sending out the email that ranged from 2,000 sq ft for \$600,000 up to 3,000 sq ft for \$900,000. People were desperate for flat lots with single-level homes, or at least main-level living; extra bedrooms upstairs were okay, but a great room and nice master down on the main level. Again, if they build it, would they come? Yes.
- Her last point regarded skewing the data. The RHPE category lot of the \$773,000 home was being compared to the price on the \$773,000 RHP for a 10,000 sq ft lot. She suggested not comparing to something that was not new construction. There was very little data for Wilsonville and she appreciated the difficult work Mr. Vanneman had done, but only he had only four data points for large homes, which brought the average price down to about \$595,000. If the two new pending constructions that [Peter Kusik](#) was doing had been included, that price would have went to \$773,000 in a minute, but the properties had not closed, so that data could not be used. At present, things were changing so rapidly that data in six months would be totally different from what was heard tonight. The City was talking about having buildable lots in two to three years, maybe, but the market was moving in that direction, and she urged the Commission to think future, not past.

Mr. Wolfston, 7331 SW Boeckman Rd, said it was an interesting and educational conversation. With regard to the “if you build it will they come” question, he was not sure whether the lots would be two to three years out, but some other demographic and economic considerations should be in play. He clarified he was not advocating for Option D or E, which were wonderful options. However, he did not believe it was simply a matter of competing with West Linn or attracting a rich demographic and he pointed to some statistics. The country was in an economic upturn currently, but he was worried about future recessions. The United States had a special problem because among developed nations, the United States was the least economically mobile nation in the world. Thomas Piketty’s *Capital in the Twenty-First Century* was an important book for understanding where the country was economically in the world. Since the last Great Recession, 90 percent of the income gains in the country had gone entirely to the top 10 percent of the wage earners, compared to the recovery in the Truman Era after World War II when 80 percent of the income gains after that recession went to 90 percent of the population. These were important things to consider in terms of economic mobility. It was

not the pretty picture that was sold all the time by politicians. Globally, the statistics just did not show it, even within the United States.

- He also noted that interest rates were at an all-time low, rock bottom zero for the banks, which were not going anywhere but up, and that would affect affordability. The Federal Reserve was talking about raising interest rates six months from now. That would impact affordability.
- So, to the question “if you build it, will they come”, “they” included developers. In his business, he could not get trapped in what was called presentism, which was “what was going on today would rule tomorrow”, because tomorrow would likely be different. He recommended keeping these practical things in mind. Everyone was involved in the very difficult process of trying to predict the future.

Bill Ciz, 28300 SW 60th Ave, said he lived in what would be the South Neighborhood of the Frog Pond Area Plan and was also on the Frog Pond Task Force. He noted a lot of discussion was focused on the West Neighborhood and lot size increases, and it seemed that there was an overall idea of shifting lot sizes. He found the conversation very informative and helpful. One thing that jumped out at him was that the plan had merely taken the existing idea of the plan and boosted up the size of lots. It seemed like there might need to be some consideration in the overall plan, maybe in the West Neighborhood also, about changing the positioning of the Small versus Medium and Large Lots, because the Concept Plan was built on certain ideas and concepts about laying housing out. Some of those concepts with larger lots or the idea of even larger lots, the 8,000 to 12,000 sq ft lots, might need to be reexamined based on where those lots could be positioned in the overall area, and where they might best be positioned based on the size of housing that they would typically draw. He suggested looking at that.

Mr. Dills continued his presentation, reviewing the remaining four issues or refinements discussed in his memorandum (Attachment E), which regarded the street framework, parks and open space, neighborhood commercial design, and zoning standards.

Mr. Neamtzu responded to questions from the Commission's on the Frog Pond Area Plan as follows:

- Only part of the surplus funds shown in the tables Page 44 of 143 of the meeting packet would be used for the City's commitments in Frog Pond, because the System Development Charge (SDC) methodology was set up to address projects across the entire city, which was how the rate was established. Not all the revenues generated from Frog Pond SDCs would remain in Frog Pond. He confirmed that the CIP funds required for Frog Pond would come from other existing SDC funds.
 - He confirmed the funding surpluses and gaps shown in Tables 8 and 9 on Page 45 of 143 were relatively good numbers and pretty close to neutral. No giant amounts were involved as seen reported for South Hillsboro and other large concept plan areas.
- He clarified that the total off site infrastructure costs were applied per lot, but only a proportionate amount of that cost was used in the calculations; for example, if only 20 percent of the West Side Reservoir was needed to ultimately serve Frog Pond. All the infrastructure costs were divided to provide the total cost of \$14,000 to \$17,000 per unit.
 - Although debated internally, there was simply no way to quantify how much more Large Lots might use than Small Lots. One person might live on a 5,000 sq ft lot and 50 people might live in a 200 sq ft house. A sliding scale based on lot size might be a solution, but there was no way to actually quantify or get a fair and appropriate methodology based on the size of a structure. Having more bathrooms did not mean the toilet was used more than in a small home.

Commissioner Hurley left the meeting at 9:03 p.m.

Mr. Neamtzu's responses to Commissioner questions continued as follows:

- Accessory Dwelling Units (ADUs) were calculated as an extra unit, which was why City Council waived the SDCs on ADUs about six years ago to incentivize building more ADUs in the city, realizing it was a pretty small impact on the whole system. Unfortunately, it had not incentivized the construction of ADUs.

- As part of Phase 2, the policy discussion would include whether to allow ADUs, and whether a full SDC, reduced SDC or something else should be involved. He confirmed ADUs were currently limited to 800 sq ft in size under the Development Code.
- He confirmed that when adopted, the Frog Pond Area Plan would be for all three neighborhoods, unless Staff was directed to work more on the East and South Neighborhoods and proceed with the West Neighborhood. However, the contract and scope of work were set up to do one concept plan for the three neighborhoods and then do the master plan for only the West Neighborhood, which would get the full implementation and zoning strategy and could result in more work being needed for the East and South Neighborhoods due to the retail use and different housing type in the East Neighborhood. Much of what was done for the West Neighborhood in Phase 2 could apply to the East and South Neighborhoods, though more work would be needed for implementing East and South.
- He clarified that Options D & E were part of a menu of choices; different options could be considered so everything would be kept a bit fluid.

Commissioner Springall noted that during public testimony, it was suggested that an Option F be developed to consider moving some of the Medium Lots to Large Lots. It would be interesting to see the impact that option would have on the price range and infrastructure costs. He was uncertain how to quantify how many Medium Lots should become Large Lots.

Simon Springall moved to direct Staff and the consultant team to develop an Option F, converting 50 Medium Lots in the West Neighborhood into an equivalent area of Large Lots, and show the financial impacts to infrastructure and housing price. Eric Postma seconded the motion.

Commissioner Millan was concerned about having larger lots in the West Neighborhood, only to find that the East and South Neighborhoods would have to absorb a higher density. She understood it could be two separate issues, but she was concerned about making such decisions in a vacuum.

Vice Chair Greenfield believed the point was made that there was wiggle room in West Neighborhood that might not be available in East Neighborhood, but that was well down the road.

Commissioner Millan responded because technically, the City could not even plan that area because it did not exist, but it had to have some planning because of the Concept Plan. She did not disagree with the proposal, but did not want to make the decision in a vacuum.

Commissioner Postma suggested amending the motion to be proportional, so that a number of Medium Lots were increased into Large Lots in all three neighborhoods to provide some flexibility on those numbers.

Vice President Greenfield preferred to defer that to the discussion regarding the East and South Neighborhoods.

Commissioner Postma understood the Commission was discussing the East and South Neighborhoods at the same time.

Commissioner Millan added that even though the West Neighborhood would develop quicker.

Commissioner Springall interjected, saying he agreed with Vice Chair Greenfield. Because of the UGB situation, it seemed that all bets were off for the East and South Neighborhoods in the near term, and there was clearly a lot of interest in moving forward with the West Neighborhood. He agreed the Frog Pond Concept Plan was conceptually for a single, cohesive neighborhood, although the East Neighborhood was different in concept and a lot more dense than the West.

- He believed the Commission was leaning toward addressing the balance of density citywide rather than within Frog Pond, and he had heard some convincing testimony and Commissioner comments along those

lines. He was inclined to leave the concept plan for the East and South Neighborhoods alone, adding Options E and F would remain the same for the East and South Neighborhoods, but they would be different for the West Neighborhood.

Mr. Neamtzu noted that additional landscape architecture work was underway to develop some illustrative diagrams of the attached product, including some cottage product, which would be presented to the Commission in July to inform that housing type. He recommended continuing with the motion as made, adding significant adjustments had been made to the East and South Neighborhoods, and more discussions information was underway, so he suggested not jumping too far ahead of that pending information.

The motion passed 5 to 0.

Vice Chair Greenfield noted he was not committing to vote for Option F, [but it was good to step a bit more outside the field of comments.](#)

Commissioner Levit stated that based on public input, Large Lots should be placed in the most attractive areas. Placing them right on Boeckman Rd might not be as attractive as somewhere else. There should be a reason for where the Large Lots were placed; perhaps, there was a better location than what the City normally considered the gradual transition of the size of the property.

Commissioner Postma added that placing more of the Large Lots along the Significant Resource Overlay Zone (SROZ) actually provided the opportunity to have larger lot sizes. The homes would not abut the SROZ, but there would be usable, though not buildable, space.

Mr. Neamtzu replied that was conceptually possible. The team viewed the SROZ as a public amenity and was not looking to privatize it, which was discussed with the Task Force. The lotting was not envisioned to go down the canyon. The SROZ was considered more as a collective resource that benefited the entire community. Having the trail interface and linear greenway crossing private property on public easements would not work well. It was better planning to think of it as a community asset.

- He clarified that the reason for locating the cluster of small lots next to creek was due to the proximity to the job base and Town Center.

Commissioner Springall clarified the Commission was asking for a financial analysis, not the actual lot locations.

Mr. Neamtzu said Staff had guiding principles to inform how to develop Option F, which would be a very thoughtful process and Staff would return with an explanation in July.



APPENDIX C: INFORMATION ON RETAIL PRECEDENTS



DRAFT

Neighborhood Retail Nodes



FOR

City of Wilsonville

PREPARED BY



JULY 2015

Retail Market: Typical Considerations

Page 50 of 542

- Demand:
 - Current population: 1, 3, and 5 mile radius
 - Demographics
 - Future population
 - Drive by traffic (ADT)
 - Accessibility and visibility
 - Employment demographics
- Supply
 - Competition
 - What is already being offered



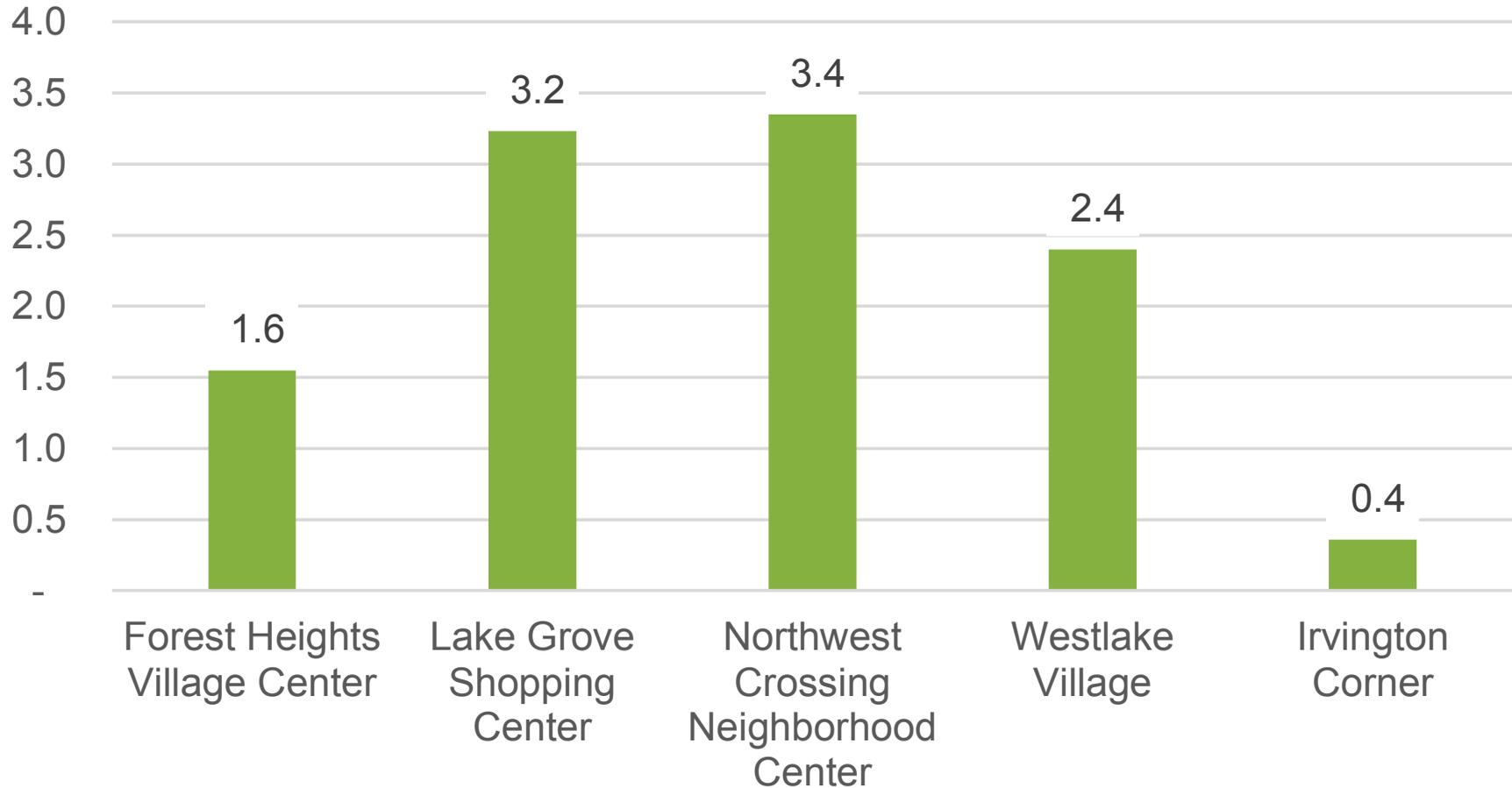
Neighborhood Retail: Benefits & Success Metrics

Page 51 of 542

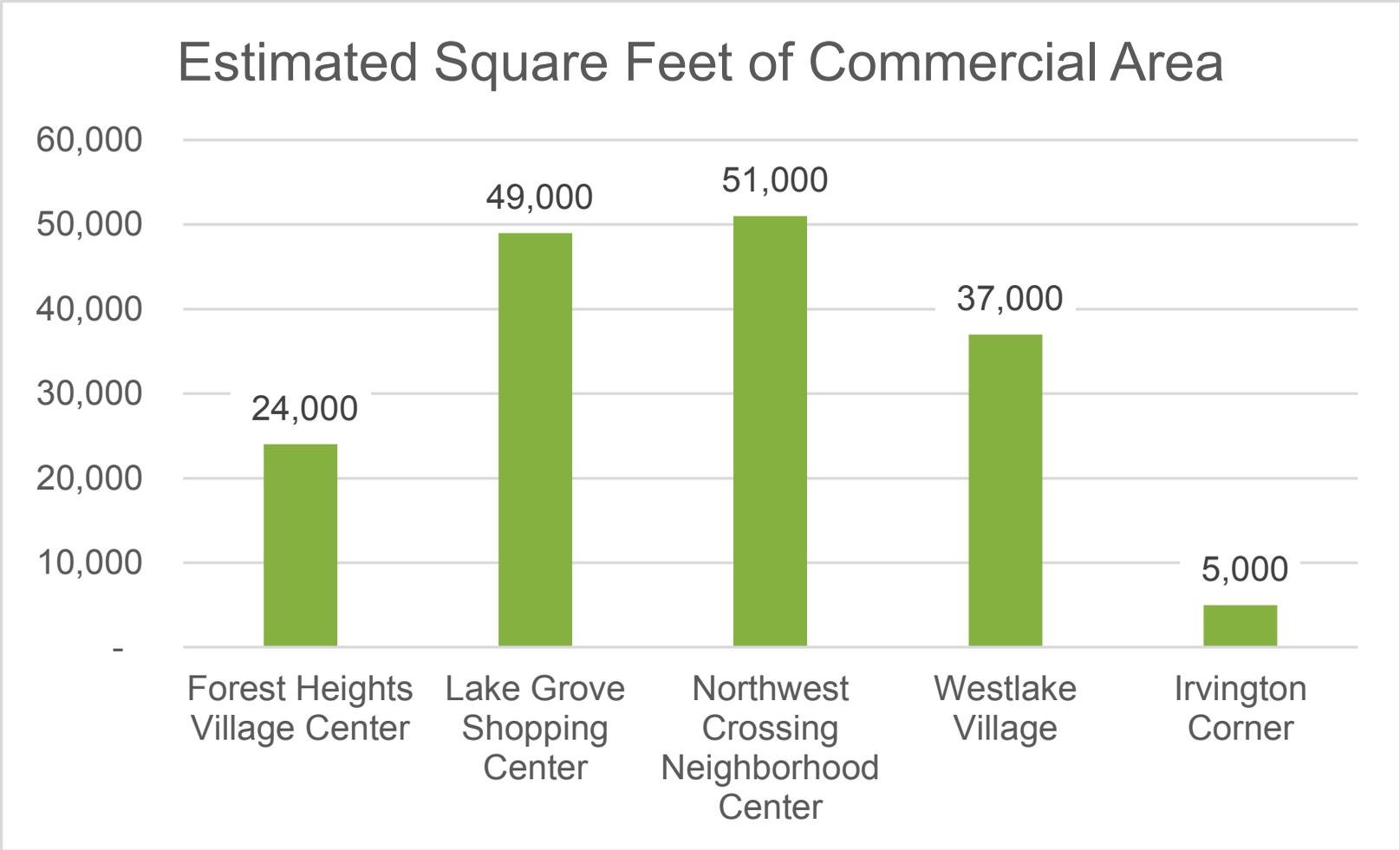
- Neighborhood benefits
 - Increased walkability and sociability
 - Increased desirability and home values
- Retail metrics
 - **Lease rates**
 - **Occupancy**
 - Sales per square foot (more difficult to get data)
 - Value – sale price PSF, assessed value



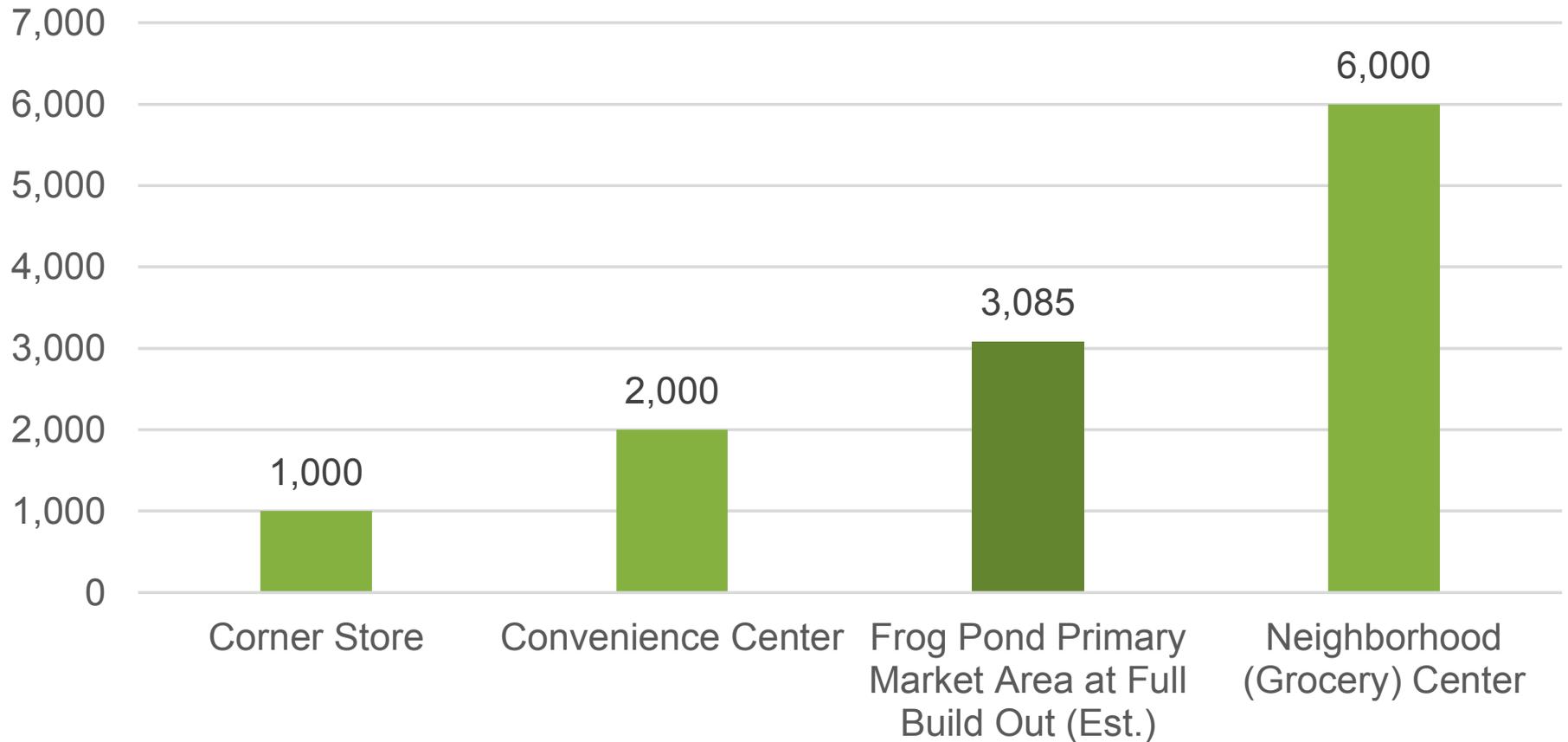
Neighborhood Retail Corners: Size by Acres



Neighborhood Retail Nodes



Number of Households Required to Support



- Coffee shop
- Café / Restaurant
- Wine Shop
- Real Estate Office
- Eye care
- Salon
- Bank
- Grocery (sometimes)
- Specialty Food (e.g., Olive Oil)
- Gifts

Neighborhood Retail Nodes

Name	Site Size	Est. Retail	Address	
	Acres	Area (SF)		
Forest Heights Village Center	1.6	24,000	2021 NW Miller Rd, Portland, OR 97229	Portland
Lake Grove Shopping Center	3.2	49,000	16380 Boones Ferry Rd, Lake Oswego, OR 97035	Lake Oswego
Northwest Crossing Neighborhood Center	3.4	51,000	2754 NW Crossing Dr, Bend, OR 97701	Bend
Westlake Village	2.4	37,000	14559 Westlake Dr, Lake Oswego, OR 97035	Lake Oswego
Irvington Corner	0.4	5,000	2518 NE 15th Ave, Portland, OR 97212	Portland
Frog Pond (Proposed)				



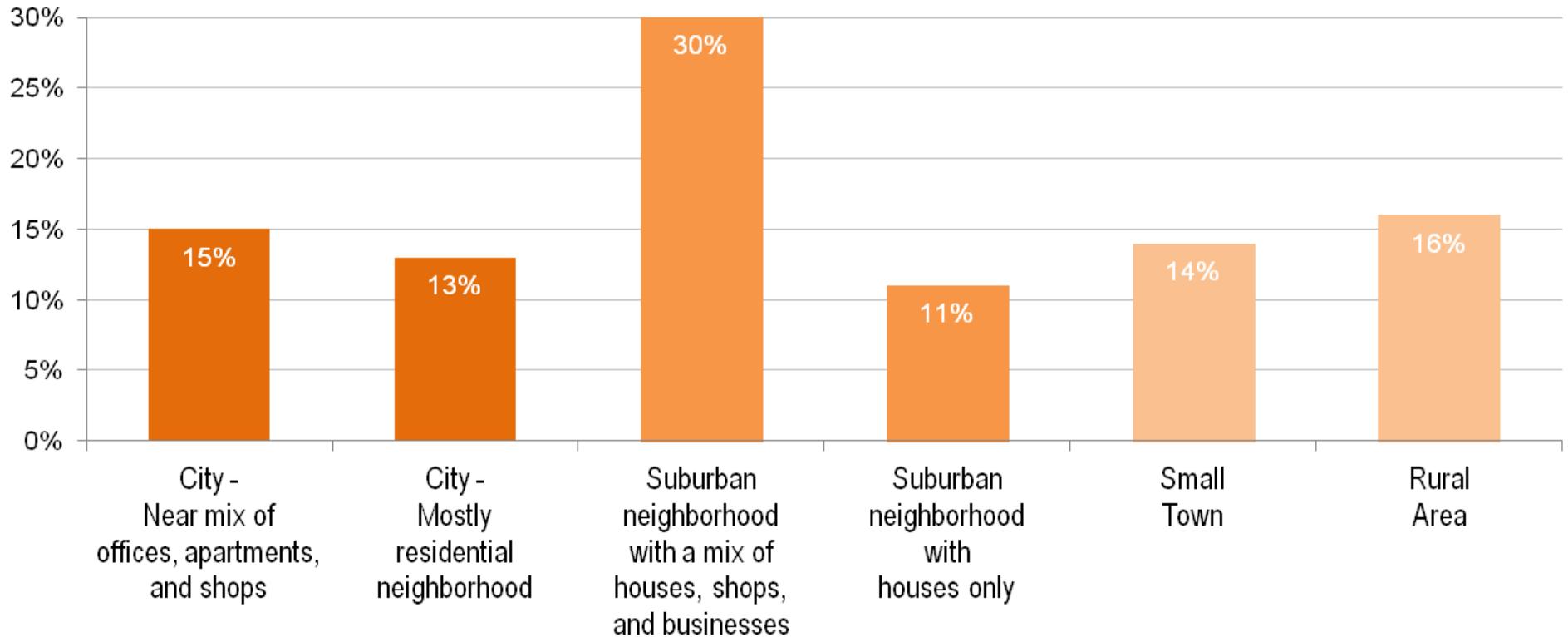
Neighborhood Retail Nodes - Other

Page 57 of 542

- Orenco Station, Hillsboro
- Main Street, Fairview
- Old Town Square, Wilsonville
- Carbonneau Village Center, Wilsonville
- Villebois, Wilsonville
- Bethany Village, Portland
- Holiday Neighborhood Center, Boulder, CO
- Stapleton, Denver, CO



In which type of the following locations would you most like to live?



Source: National Community Preference Survey, National Association of Realtors, October 2013.

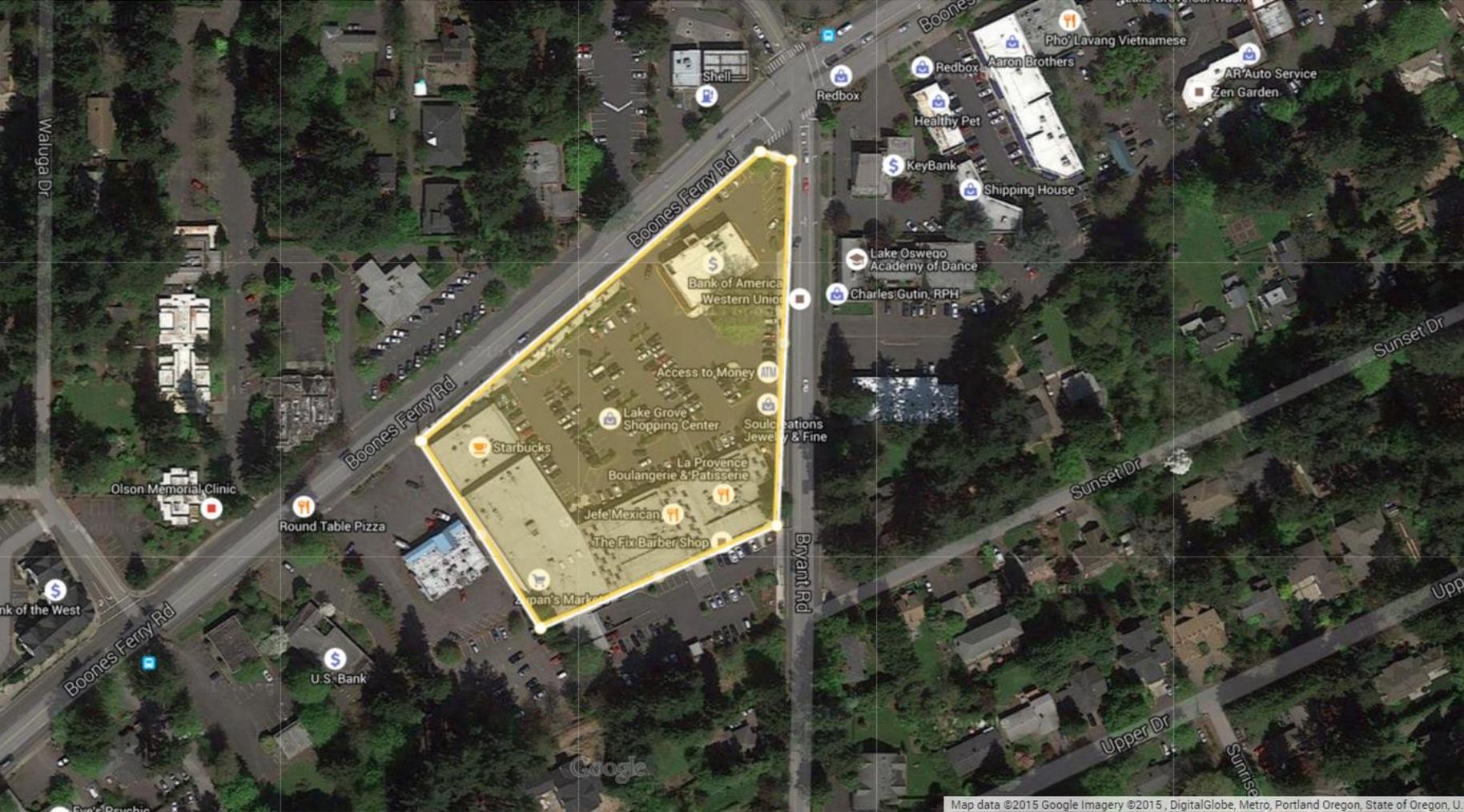
Forest Heights Village Center

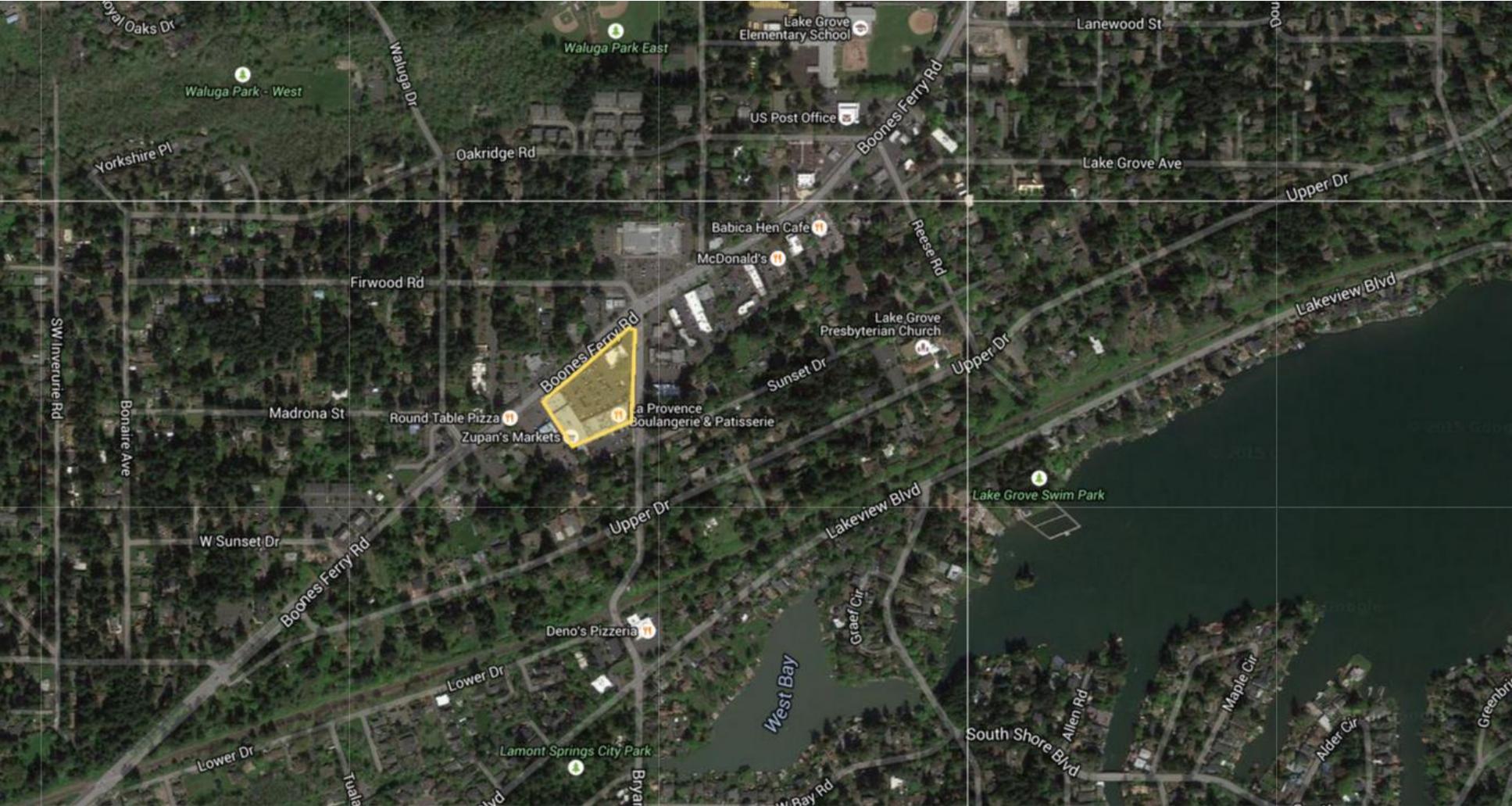




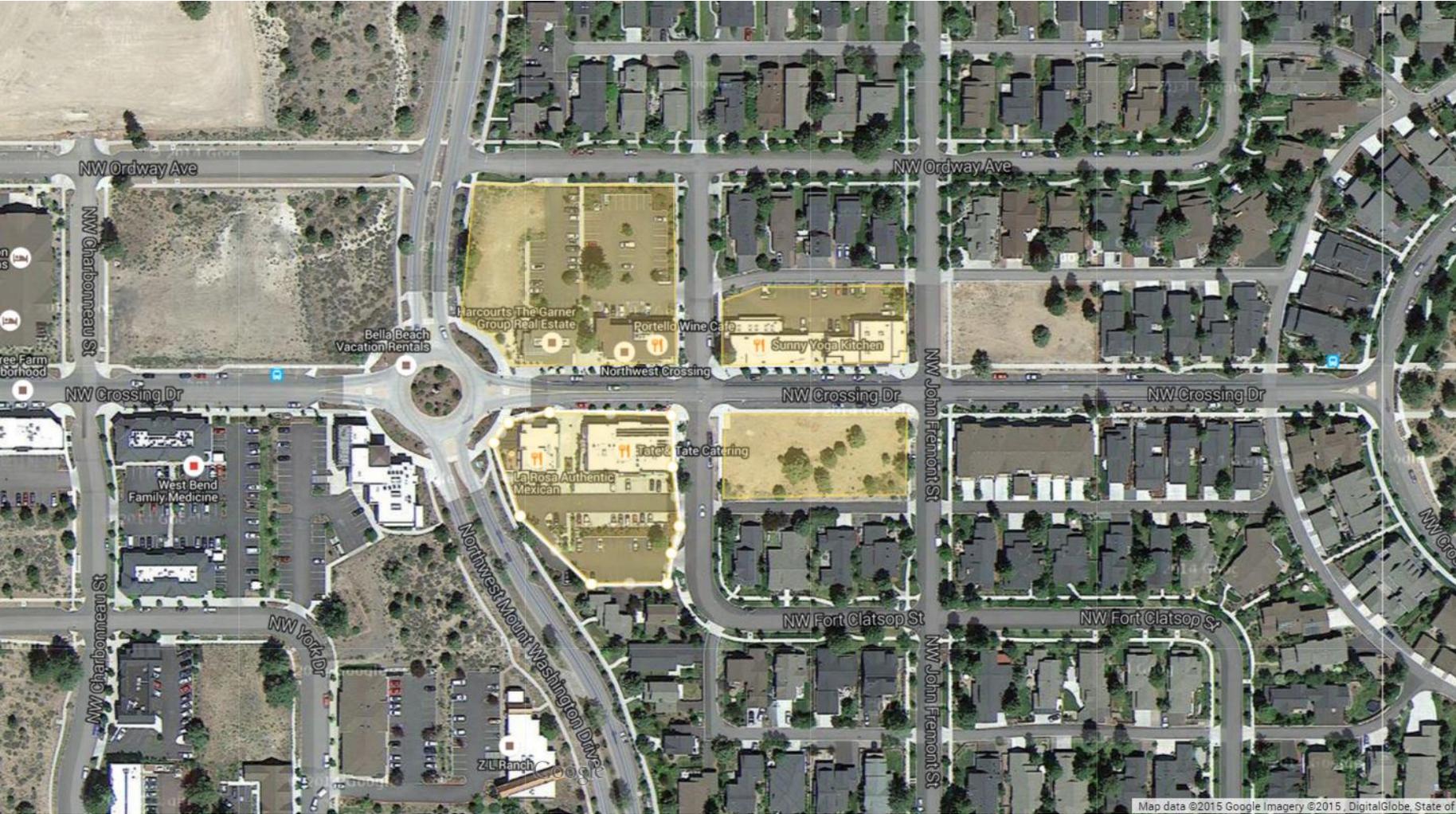


Lake Grove Shopping Center



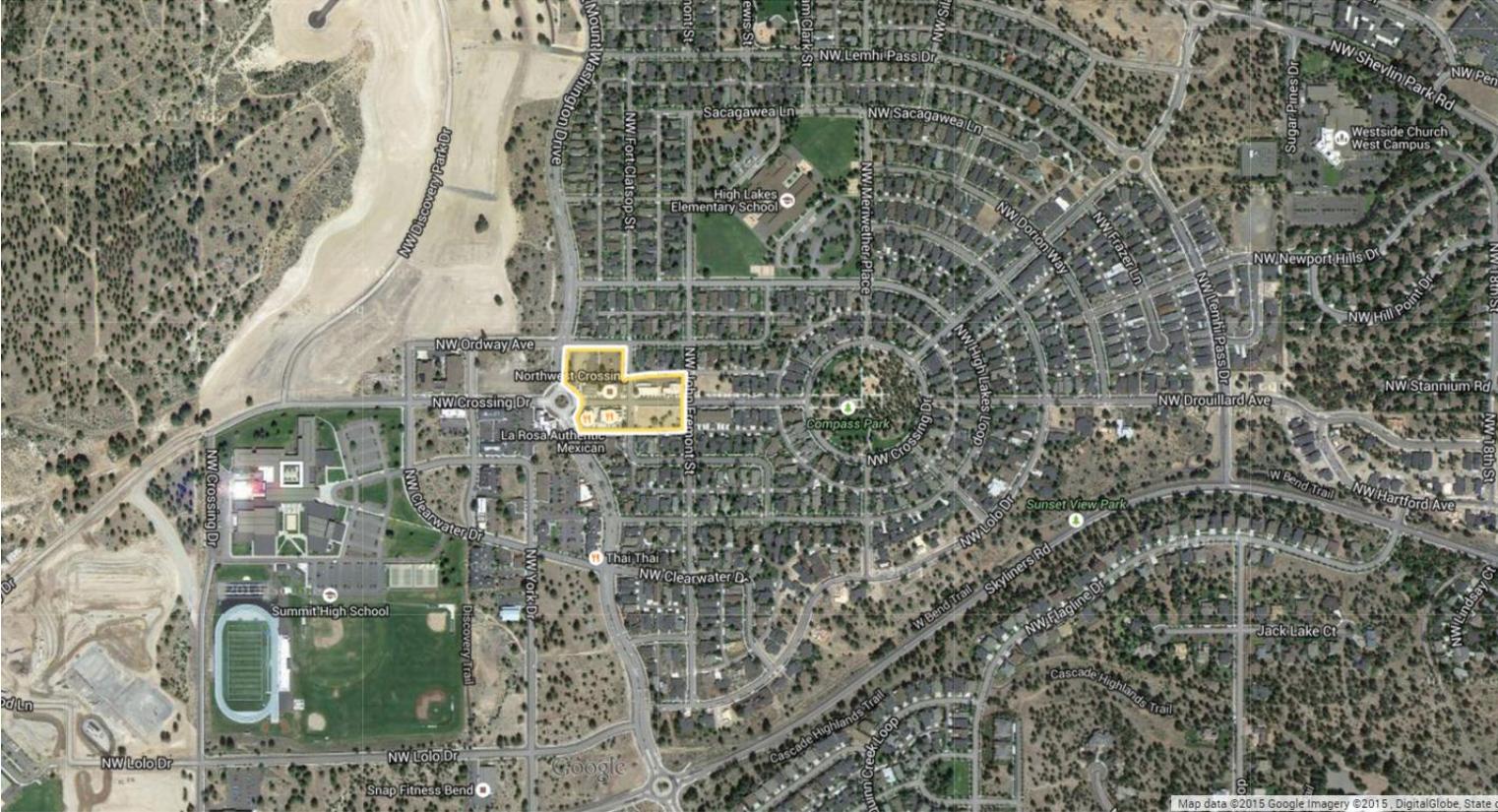


Northwest Crossing Neighborhood Center

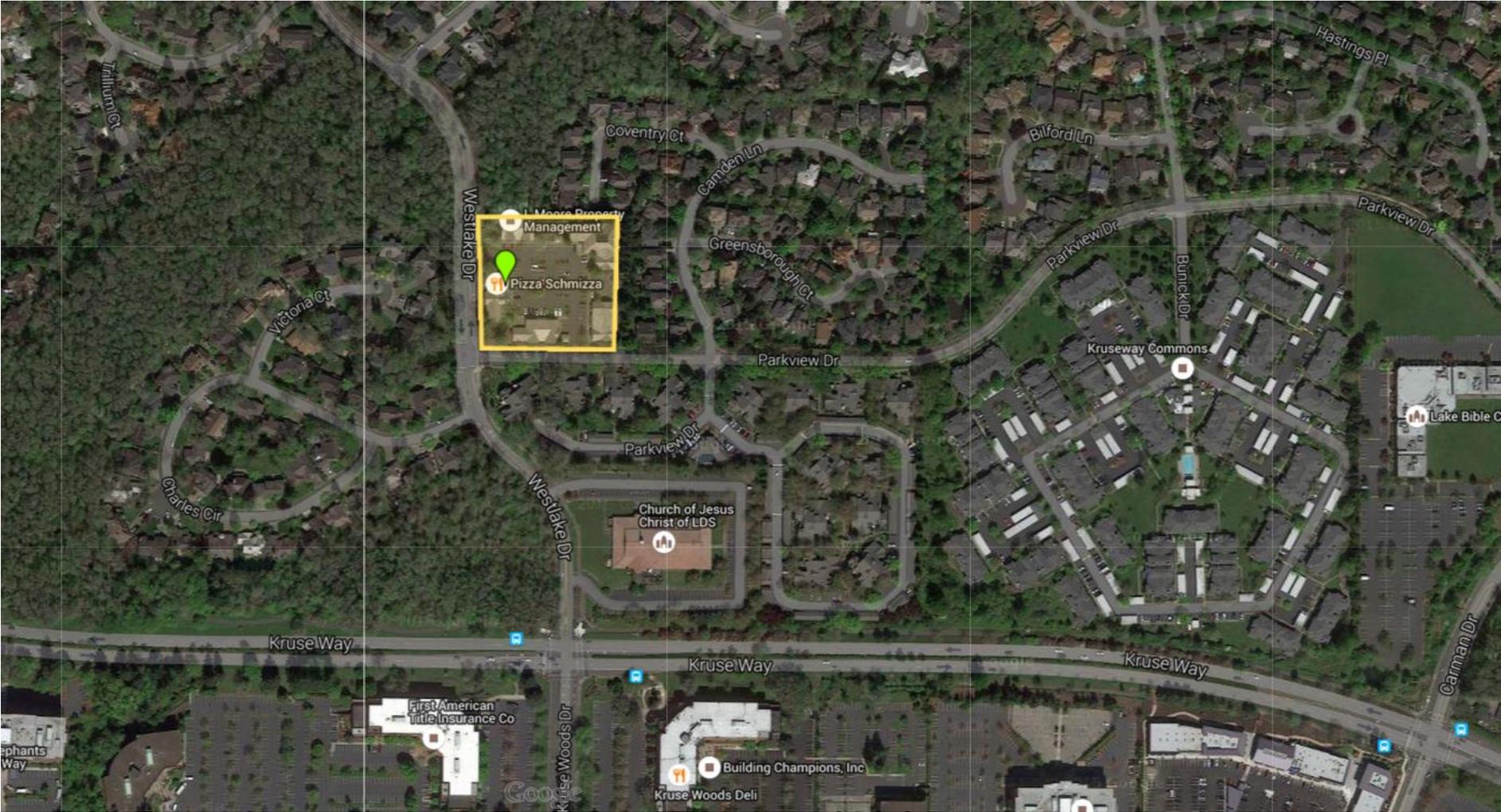


Map data ©2015 Google Imagery ©2015 DigitalGlobe, State of









Retail / Commercial Analysis (2014)





At Half Build Out (2014 Analysis)

Industry Group	Future Demand (Retail Potential)	Current Supply (Retail Sales)	Spending Gap	Net New Demand (SF)
Furniture & Home Furnishings Stores	\$1,655,673	\$228,467	\$1,427,206	250
Electronics & Appliance Stores	\$2,084,632	\$1,182,013	\$902,619	150
Bldg Materials, Garden Equip. & Supply Stores	\$2,182,480	\$0	\$2,182,480	700
Grocery Stores / Food and Beverage	\$13,697,992	\$0	\$13,697,992	25,500
Health & Personal Care Stores	\$3,946,138	\$0	\$3,946,138	1,650
Gasoline Stations	\$6,768,188	\$0	\$6,768,188	600
Clothing & Clothing Accessories Stores	\$4,448,471	\$238,874	\$4,209,597	700
Sporting Goods, Hobby, Book & Music Stores	\$2,014,630	\$75,760	\$1,938,870	700
General Merchandise Stores	\$13,567,391	\$0	\$13,567,391	4,900
Miscellaneous Store Retailers	\$2,485,931	\$530,133	\$1,955,798	1,800
Food Services & Drinking Places	\$8,228,230	\$1,209,589	\$7,018,641	4,400
Total				41,350

At Full Build Out (2014 Analysis)

Industry Group	Future Demand (Retail Potential)	Current Supply (Retail Sales)	Spending Gap	Net New Demand (SF)
Furniture & Home Furnishings Stores	\$2,483,510	\$228,467	\$2,255,043	400
Electronics & Appliance Stores	\$3,126,949	\$1,182,013	\$1,944,936	300
Bldg Materials, Garden Equip. & Supply Stores	\$3,273,719	\$0	\$3,273,719	1,000
Grocery Stores / Food and Beverage	\$20,546,987	\$0	\$20,546,987	38,250
Health & Personal Care Stores	\$5,919,207	\$0	\$5,919,207	2,550
Gasoline Stations	\$10,152,283	\$0	\$10,152,283	800
Clothing & Clothing Accessories Stores	\$6,672,707	\$238,874	\$6,433,833	1,050
Sporting Goods, Hobby, Book & Music Stores	\$3,021,946	\$75,760	\$2,946,186	1,100
General Merchandise Stores	\$20,351,086	\$0	\$20,351,086	7,400
Miscellaneous Store Retailers	\$3,728,896	\$530,133	\$3,198,763	2,800
Food Services & Drinking Places	\$12,342,346	\$1,209,589	\$11,132,757	6,800
Total				62,450





LELAND CONSULTING GROUP

People Places Prosperity

503.222.1600

www.lelandconsulting.com

Strategic Advisors to Public and Private Development



APPENDIX D: JULY 10 PLANNING COMMISSION PACKET

**Frog Pond Area Plan
Planning Commission Record Index**

Documents distributed to the Planning Commission in Work Sessions, as Informational Items, and events hosted by the PC in its role as the Committee for Citizen Involvement (CCI).

July 8, 2015 PC Work Session

- Meeting Minutes Excerpt - *Draft Minutes are available separately.*
- The presentation shown at the meeting
- An email dated July 6, 2015, from Commissioner Simon Springall, regarding PC Meeting July 8th.
- An agenda for the Frog Pond Area Plan Planning Commission Work Session
- A memorandum dated June 30, 2015, from Joe Dills and Andrew Parish of Angelo Planning Group, regarding Frog Pond Concept Plan – Key Issues, Options, and Solutions for July 8th Work Session including:
 - * Option F: Additional Large Lot Acreage Land Use Framework
 - * Option E: Larger Lot Option Land Use Framework
 - * Option D: Draft Concept Plan Land Use Framework



FROG POND AREA PLAN
Creating a great community

PC Worksession - 07/08/15



Five Key Issues

Issue 1 Residential Lot Sizes and Housing, and Paying for Infrastructure

Issue 2 Status Report on the 60th Ave. Classification and Cross-Section

Issue 3 Refinement for West Neighborhood Parks

Issue 4 Neighborhood Commercial Design



Key Issue 1

Residential Lot Sizes and Housing, and Paying for Infrastructure

Umbrella Question:

What is the residential plan that will the best balance:

- » implementing the vision and guiding principles,
- » addressing City and community preferences,
- » covering the cost of infrastructure,
- » and enabling desirable development?





Demographic Analysis Update

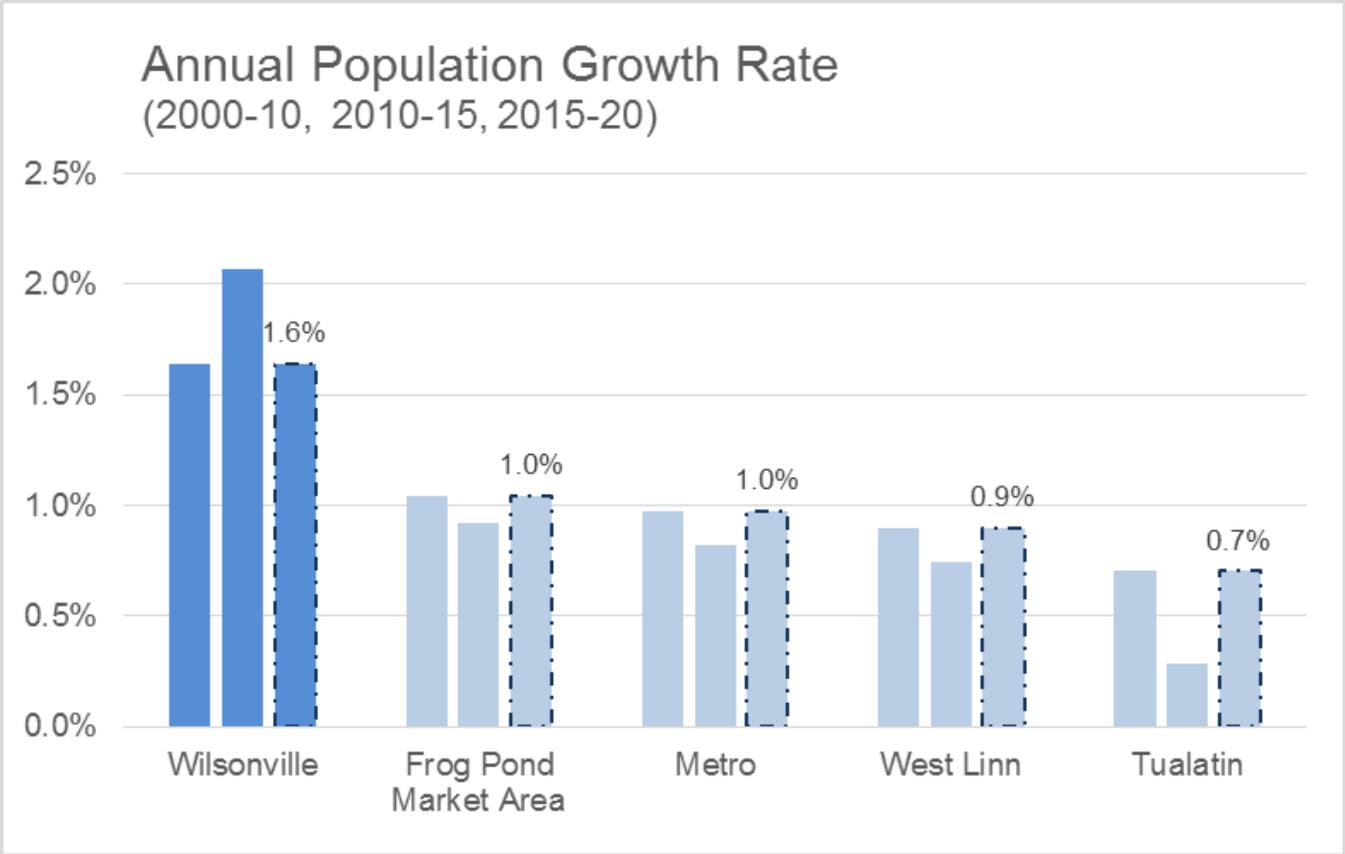
PREPARED FOR



PREPARED FOR



- Wilsonville’s population has growth faster in the recent past and is projected to continue to do so in the near future.



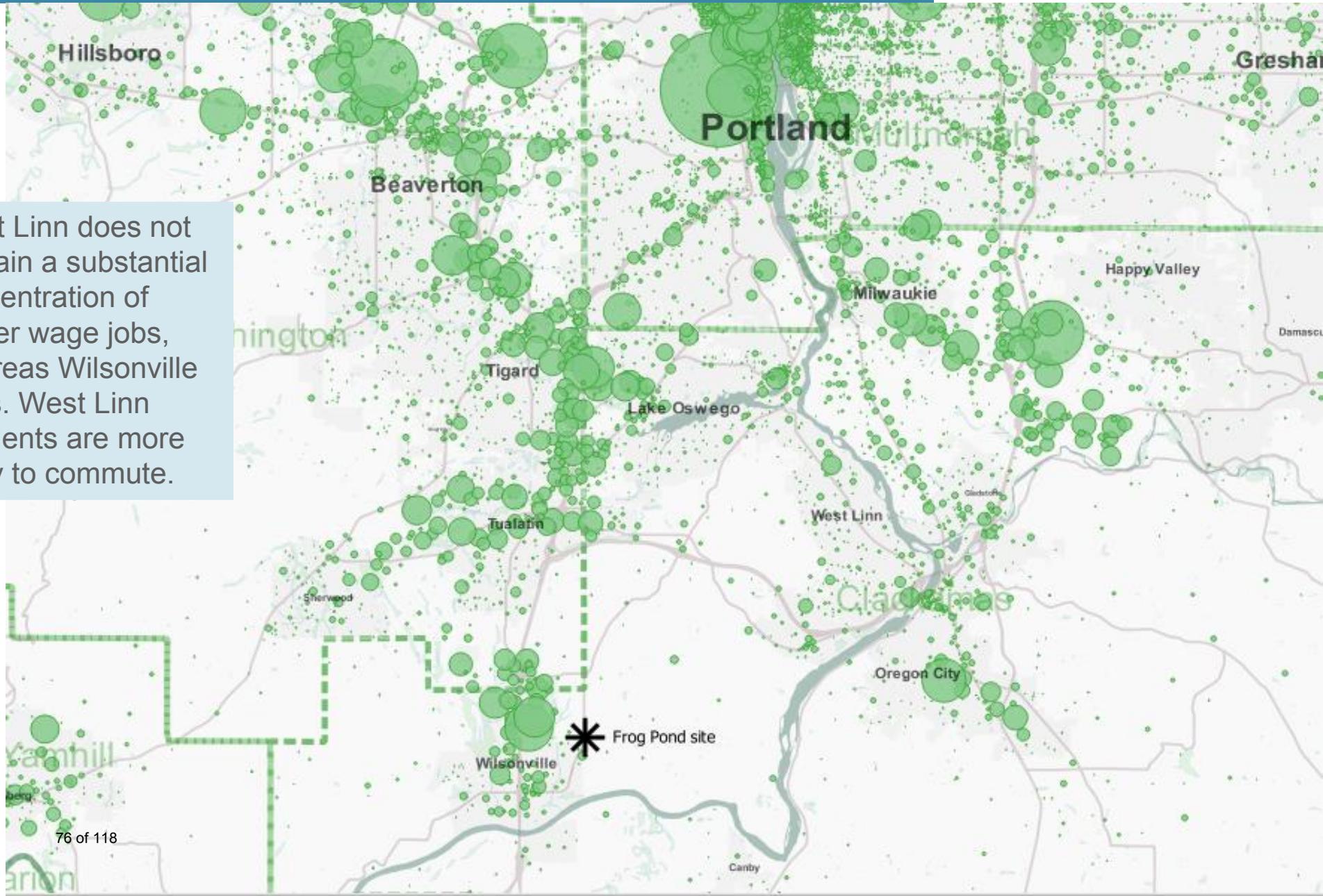
Source: ESRI Business Analyst, US Census.

- West Linn residents (yellow bars) commute disproportionately to both Multnomah (Portland) and Clackamas Counties.



Source: US Census: Local Employment Dynamics.

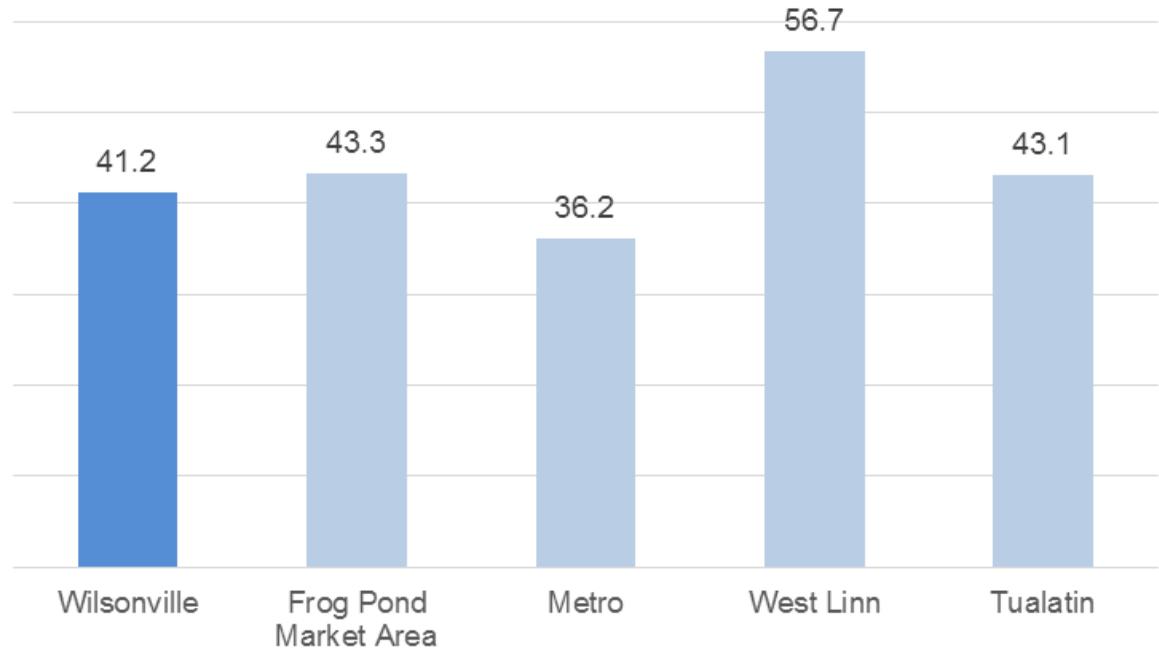
Higher-Wage Jobs (\$40,000+ per year)



West Linn does not contain a substantial concentration of higher wage jobs, whereas Wilsonville does. West Linn residents are more likely to commute.

Wilsonville and the Market Area have slightly higher educational attainment versus the Metro overall, but lag behind West Linn in college graduates.

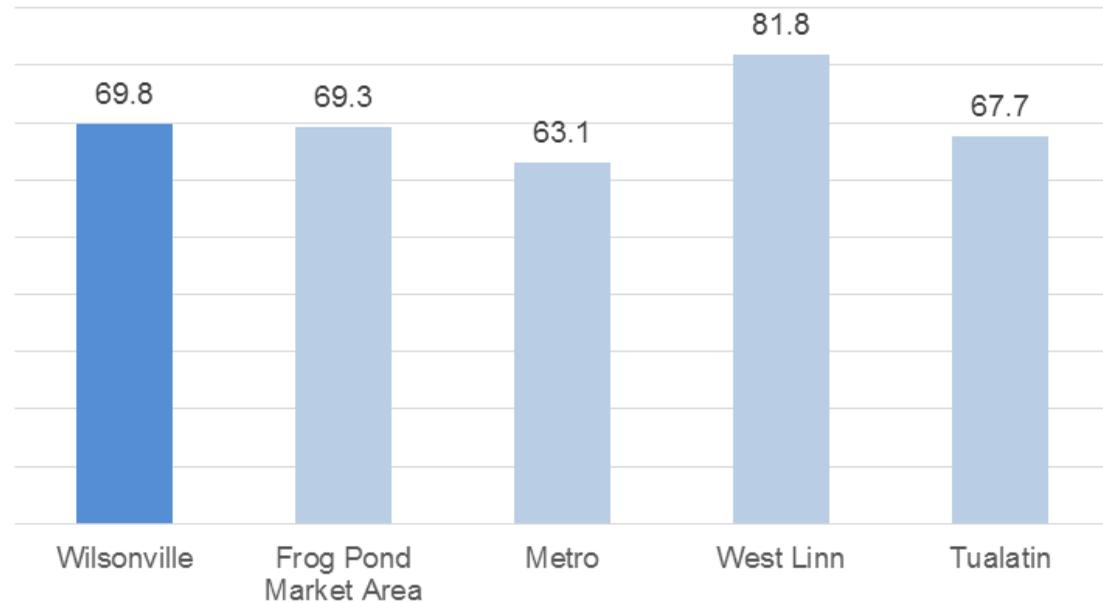
Percent with Bachelor's Degree or Higher



Source: ESRI Business Analyst, US Census.

More than two thirds of Wilsonville & Market Area workers are in white collar occupations—higher than the Metro average but lower than West Linn.

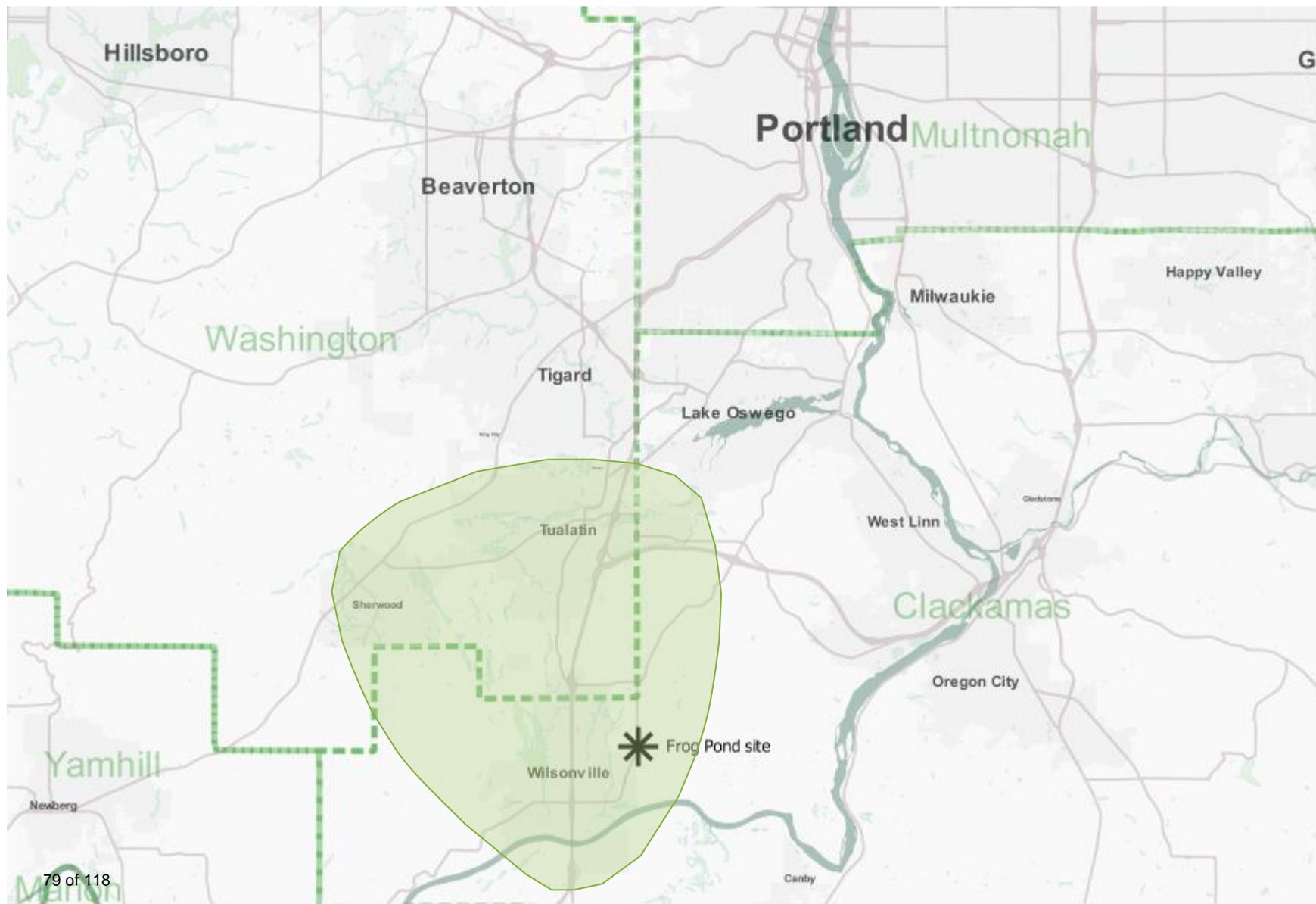
Percent of Employed Residents in White Collar Jobs



Source: ESRI Business Analyst, US Census.

Site and Primary Residential Market Area

Page 85 of 542



Demographics

Household Income Range	Wilsonville	Market Area	Tualatin	West Linn
\$0 - \$15,000	12%	9%	8%	5%
\$15,000 - \$25,000	9%	8%	10%	4%
\$25,000 - \$35,000	10%	9%	10%	7%
\$35,000 - \$50,000	12%	11%	11%	9%
\$50,000 - \$75,000	14%	15%	16%	15%
\$75,000 - \$100,000	14%	14%	13%	11%
\$100,000 - \$150,000	20%	21%	17%	22%
\$150,000 - \$200,000	5%	7%	8%	13%
\$200,000 +	4%	5%	6%	14%

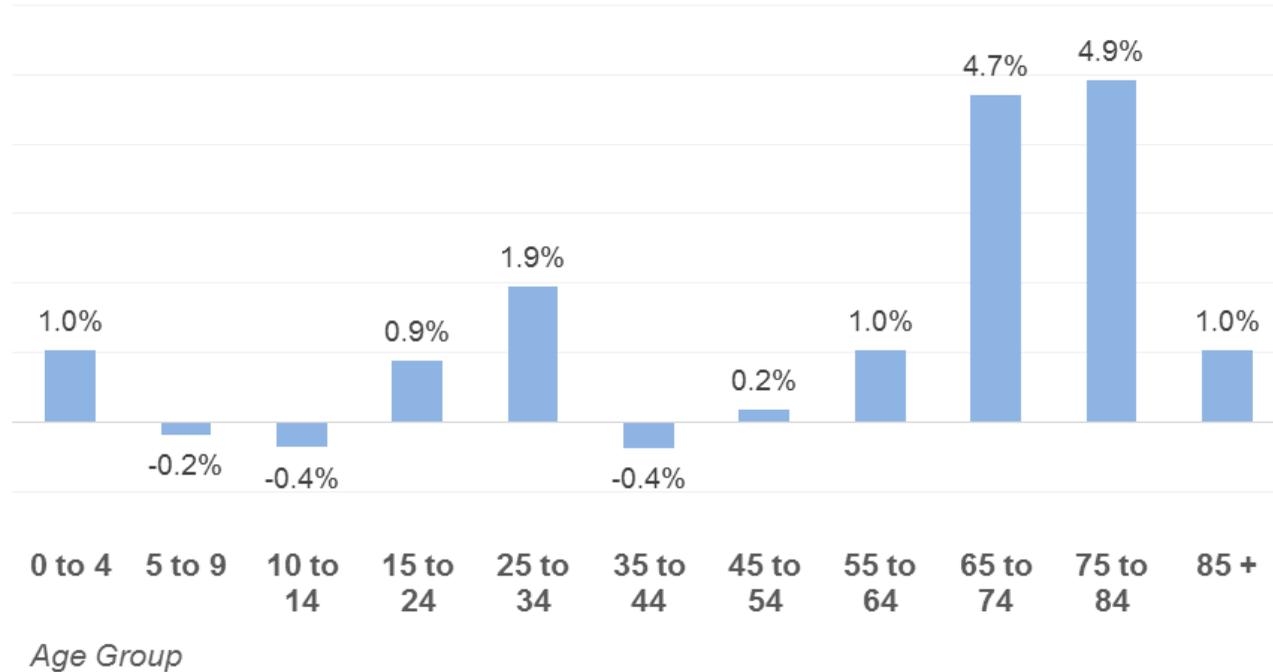
The primary market area was defined to include Wilsonville, Tualatin, Sherwood, and unincorporated areas between the cities.

Source: ESRI Business Analyst, US Census.

Projected Growth by Age Group

Senior age brackets (65 to 84) will see the most substantial growth over the near term

(Frog Pond Residential Market Area, 2015-2020)



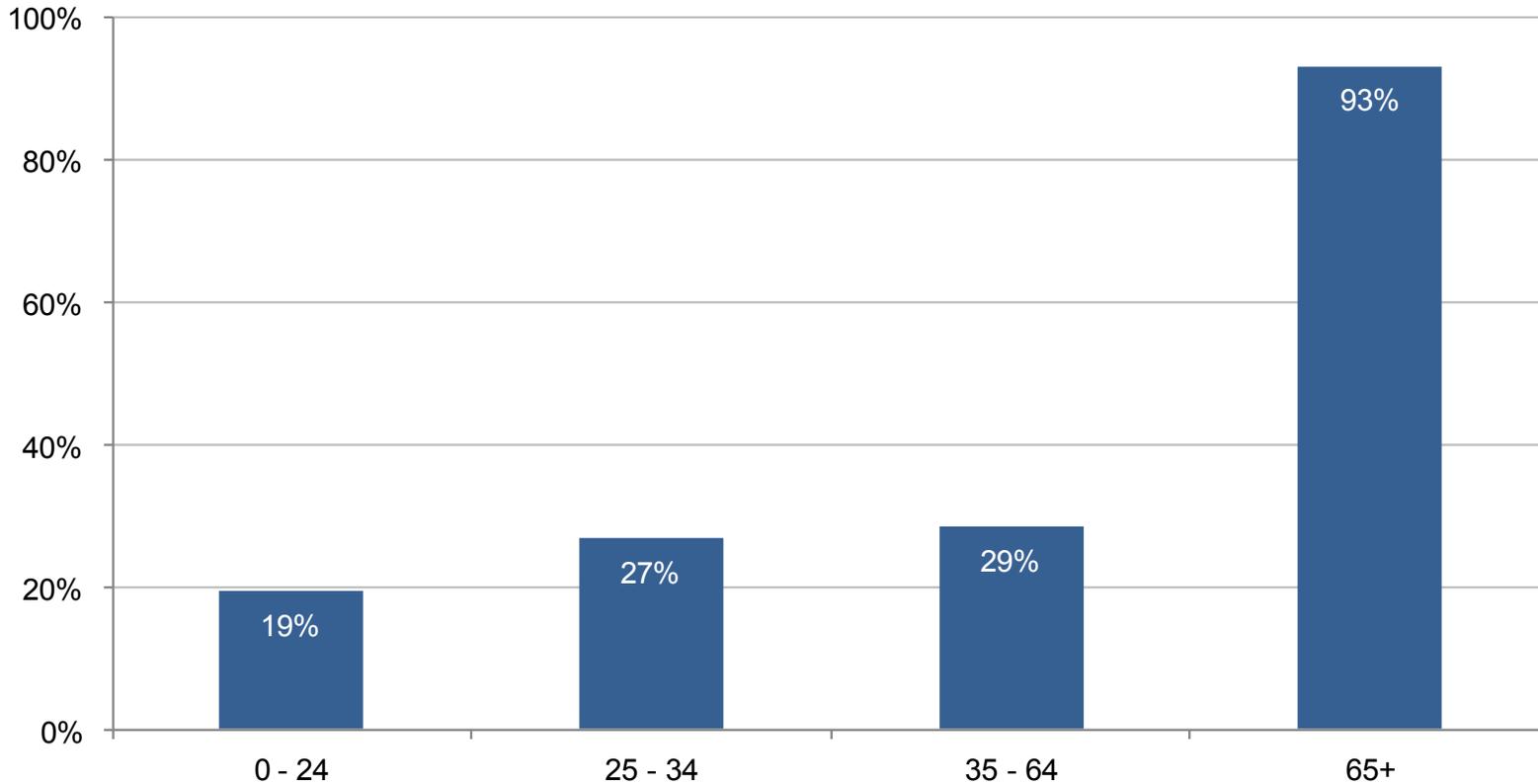
Source: ESRI Business Analyst, US Census.

Projected Growth by Age Group

Forecasted Percent Population Increase by Age Group, 2015 to 2035

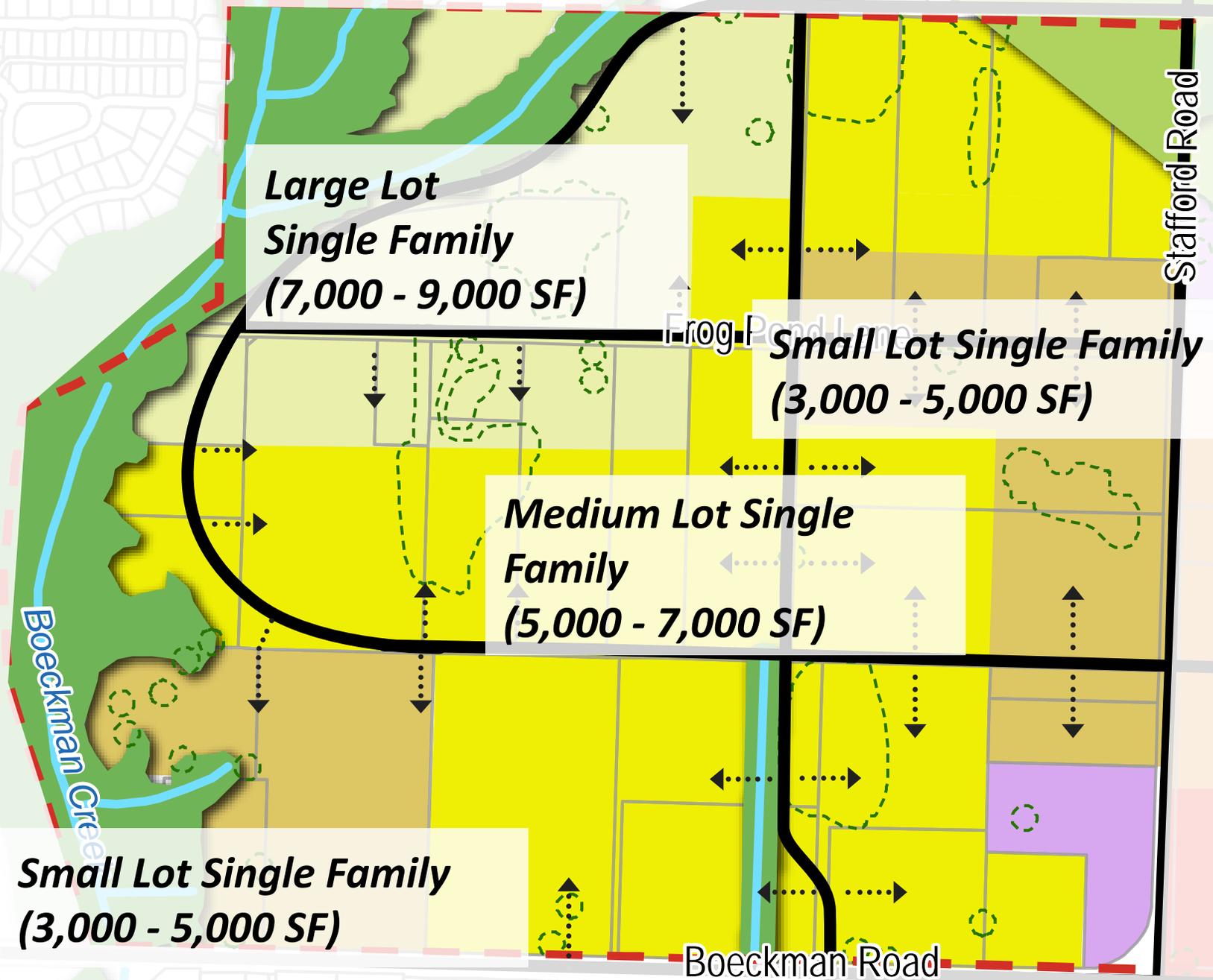
Washington and Clackamas Counties combined.

% Population Change, 2015 - 2035, WA and Clackamas Counties Combined

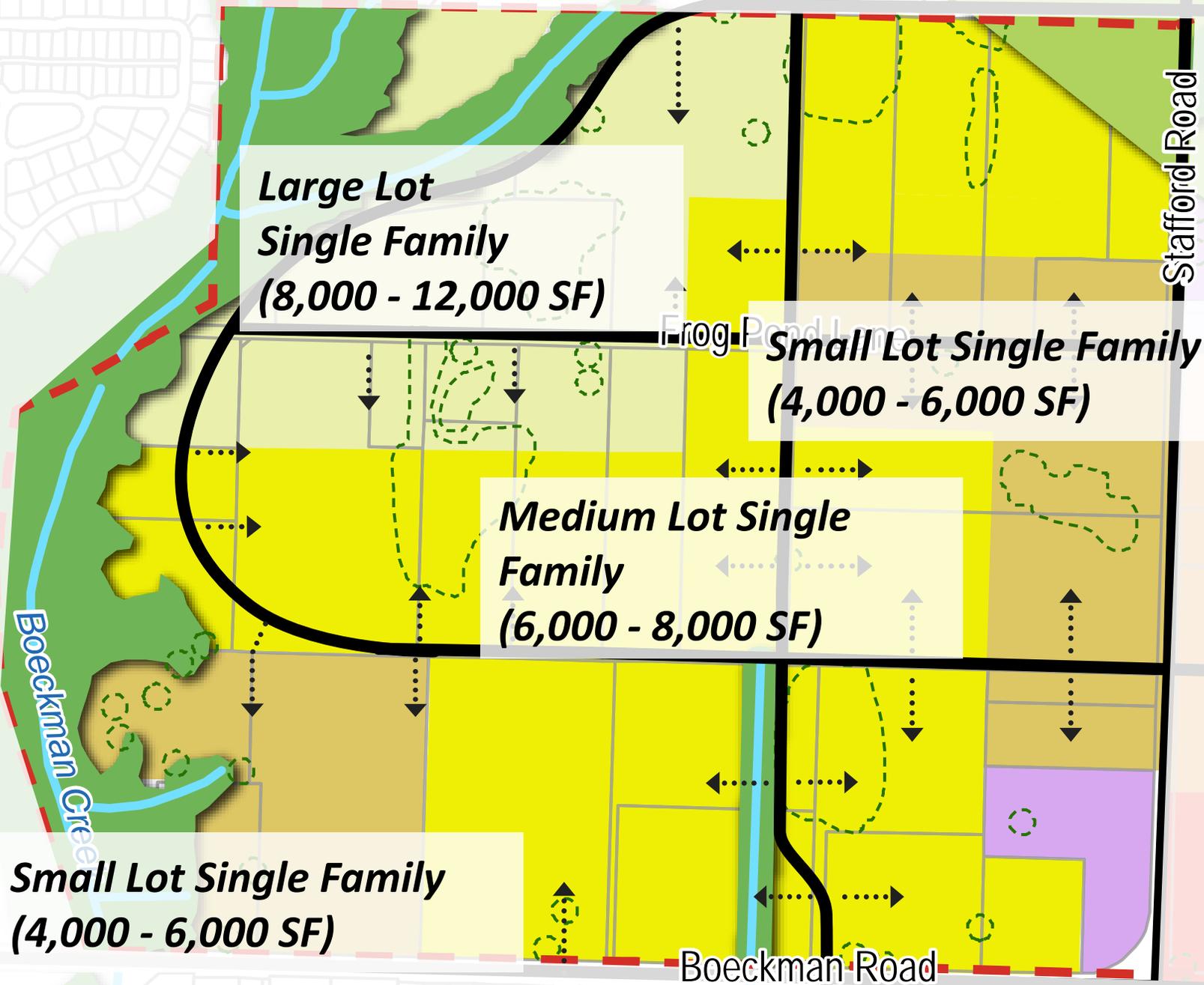


Source: Long-term State Population Forecast, 2010-2050, Office of Economic Analysis, State of Oregon, 2013; Leland Consulting Group.

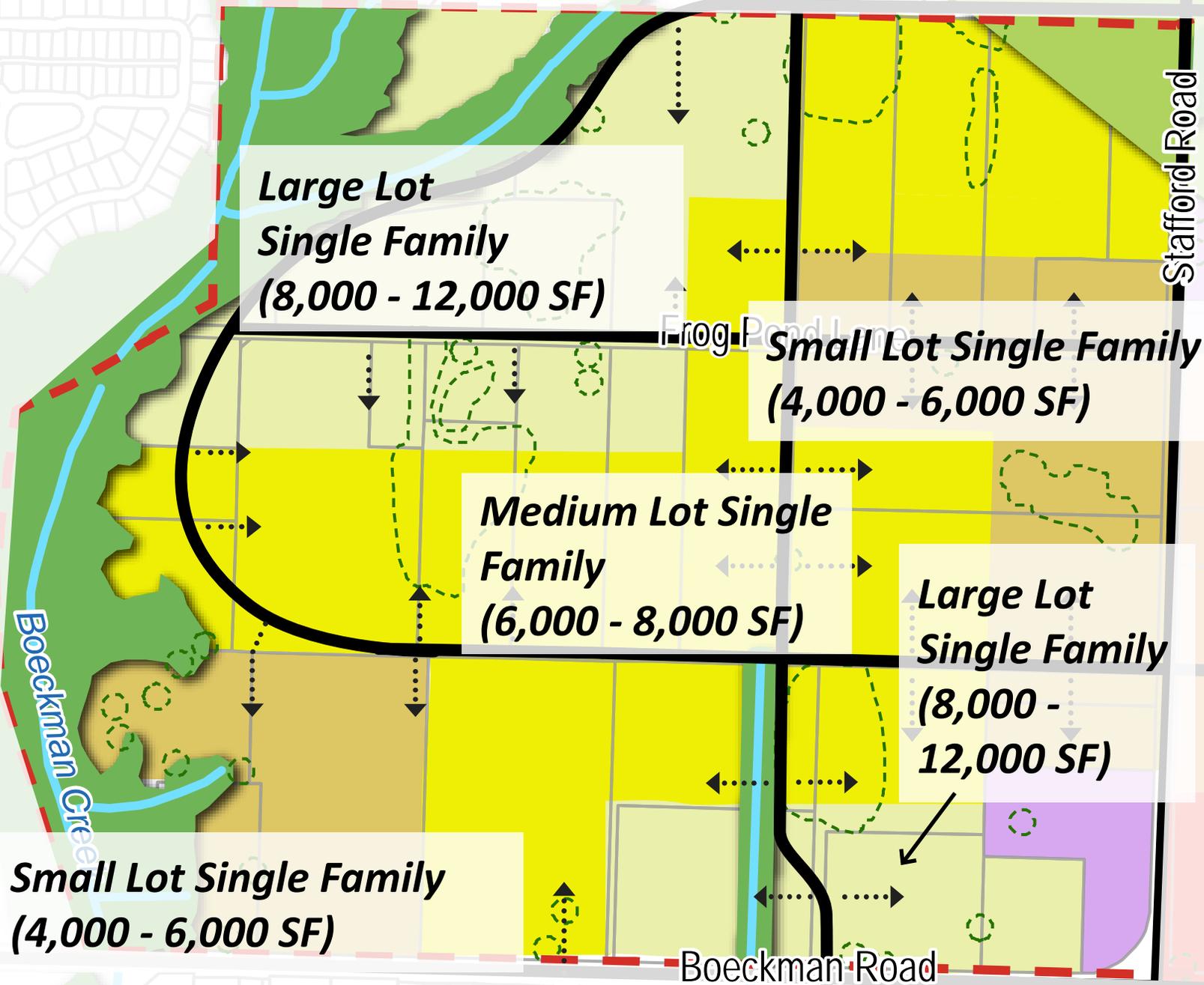
Option D: Draft Concept Plan Land Use Framework



Option E: Larger Lot Option Land Use Framework



Option F: Additional Large Lot Acreage Land Use Framework



Income and Housing Affordability in Wilsonville

Figure 3. Percent of Households by Income Range and Home Purchase Price, Wilsonville, 2014

Household Income Category		Percent of Households	Typical Monthly Mortgage Payment		Home Purchase Price Range	
Low	High					
\$0	\$15,000	12%	\$0	\$310	\$0	\$60,000
\$15,000	\$25,000	9%	\$310	\$520	\$60,000	\$100,000
\$25,000	\$35,000	10%	\$520	\$730	\$100,000	\$140,000
\$35,000	\$50,000	12%	\$730	\$1,040	\$140,000	\$200,000
\$50,000	\$75,000	14%	\$1,040	\$1,560	\$200,000	\$300,000
\$75,000	\$100,000	14%	\$1,560	\$2,080	\$300,000	\$395,000
\$100,000	\$150,000	20%	\$2,080	\$3,130	\$395,000	\$600,000
\$150,000	\$200,000	5%	\$3,130	\$4,170	\$600,000	\$795,000
\$200,000		4%	\$4,170	\$0	\$795,000	+

Source: US Census, ESRI Business Analyst, Leland Consulting Group.



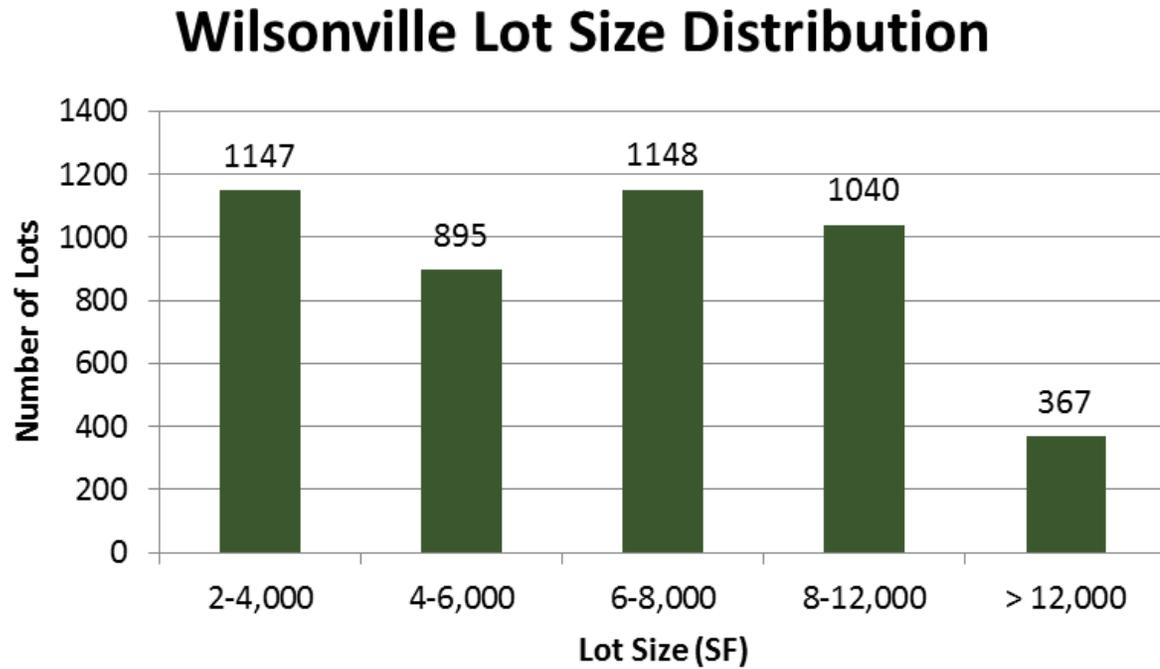
Observations (West Neighborhood)

	<i>Option D</i>	<i>Option E</i>	<i>Option F</i>
Total Dwellings	754	625	610
Net Density	7.7 Units / Net Acre	6.4 units / Net Acre	6.3 units / Net Acre
Affordability			
LLSF	\$633,500	\$773,100	\$775,400
MLSF	\$484,600	\$573,800	\$576,000
SLSF	\$350,800	\$437,400	\$439,700
Cost/Lot for Major Infrastructure	\$14,100	\$17,000	\$17,400



Existing Lot Sizes in Wilsonville

Table 8 – Distribution of Lot Sizes within City of Wilsonville



Observations (*East and South*)

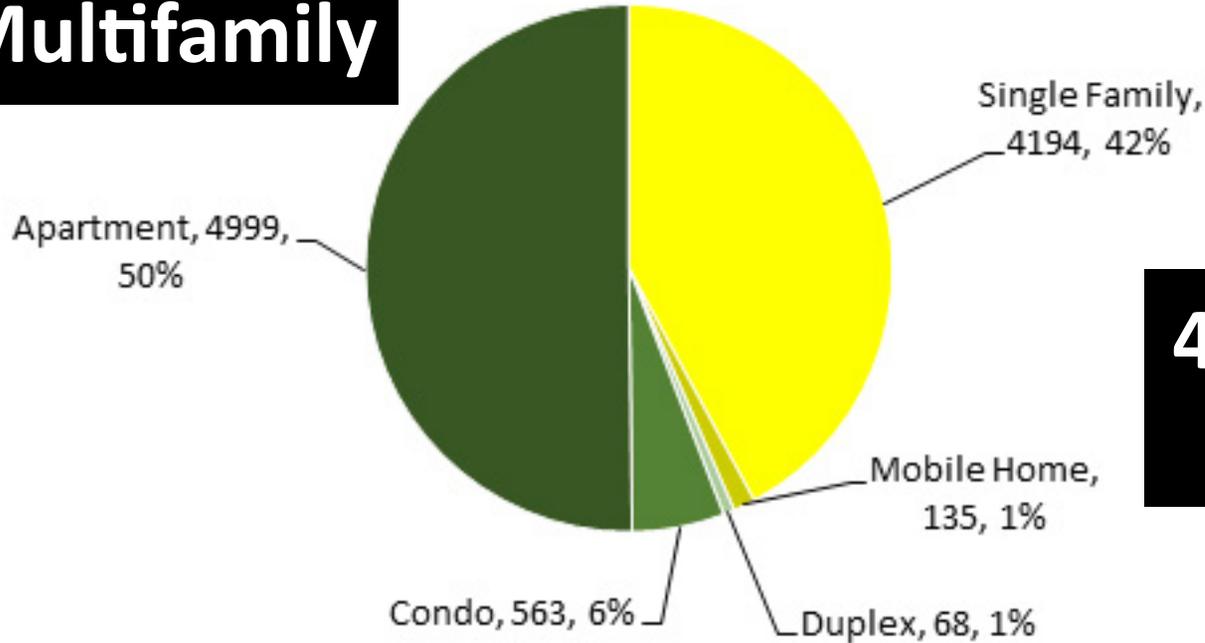
	<i>Option D</i>	<i>Option E</i>	<i>Notes</i>
Total Dwellings	1,325	1,091	234 Unit (17%) Difference
Net Density	10.0 Units / Net Acre	8.24 units / Net Acre	17% Difference
Cost/Lot for Major Infrastructure	\$7,500	\$9,100	21% Difference



Impact on Wilsonville Housing Mix

Wilsonville Housing Mix 2014

57% Multifamily



43% Single Family

Option D

- West: 52.5 % MF / 47.5% SF
- All FP: 46.7% MF / 53.2% SF

Options E & F

- West: 53.2 % MF / 46.8% SF
- All FP: 48.2% MF / 51.8% SF



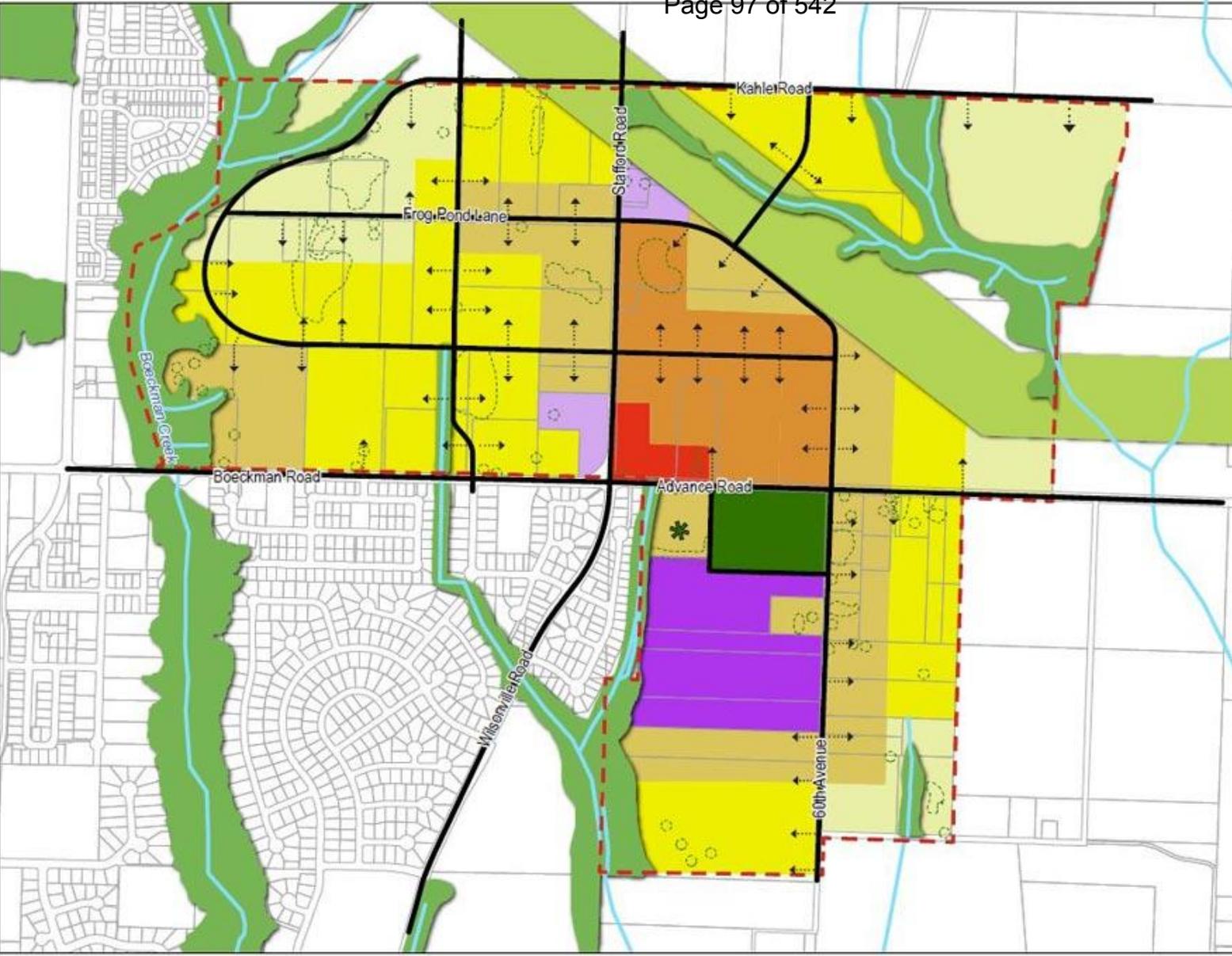
Land Use Framework
Draft Concept Plan

- Framework Street
- Local Connection
- Planning Area
- Planned School Site
- Community Park
- Stream
- BPA Corridor
- Natural Resources Overlay
- Tax Lots
- Institutional/Civic
- Commercial
- Large Lot SF
- Medium Lot SF
- Small Lot SF
- Attached SF
- Existing Trees and Groves
- Potential Future Park Site



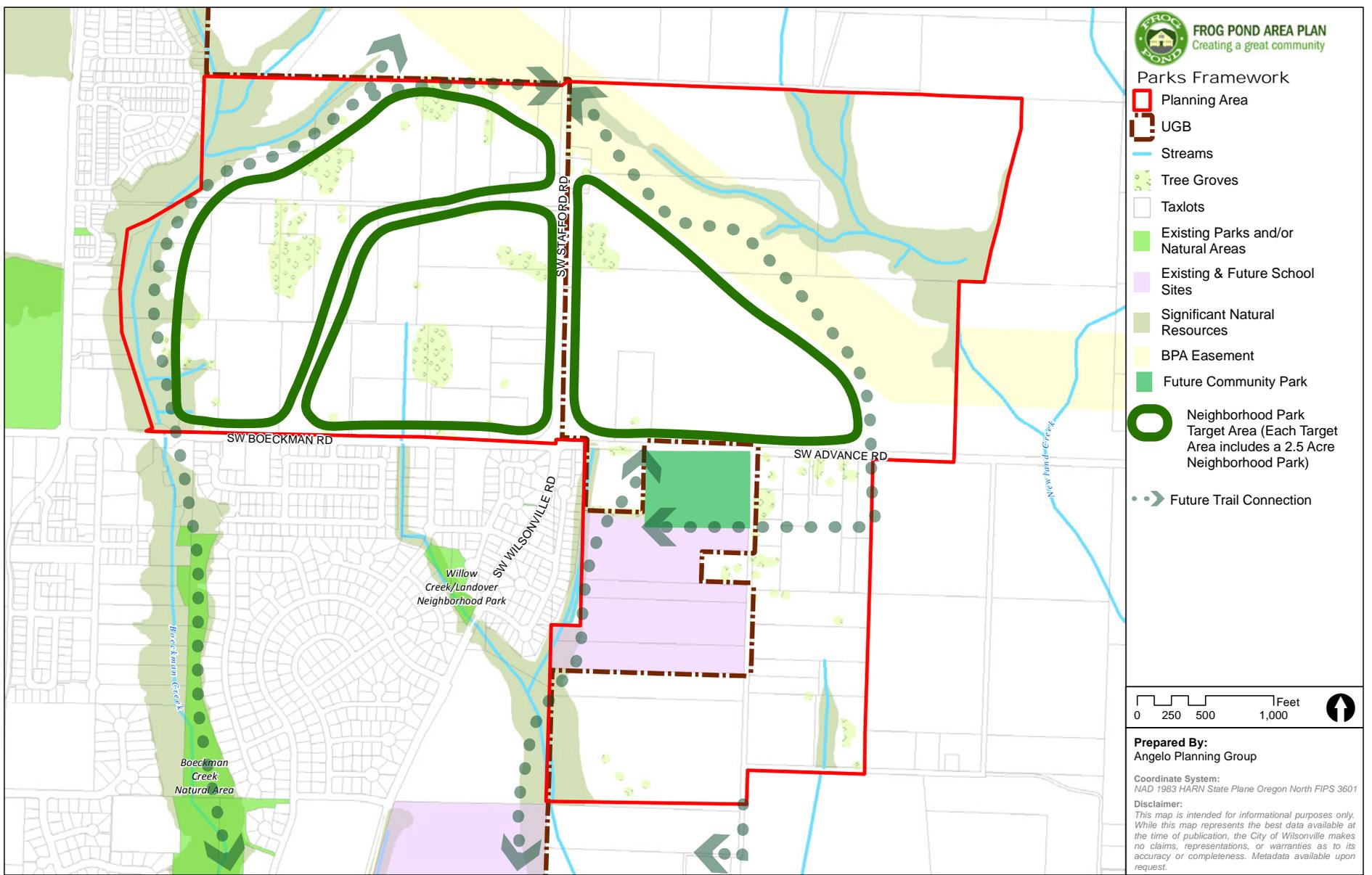
Prepared By: Angelo Planning Group Date: 4/01/15

Coordinate System:
NAD 1983 HARN State Plane Oregon North FIPS 3501
Disclaimer:
This map is intended for informational purposes only. While this map represents the best data available at the time of publication, the City of Wilsonville makes no claims, representations, or warranties as to its accuracy or completeness. Metadata available upon request.



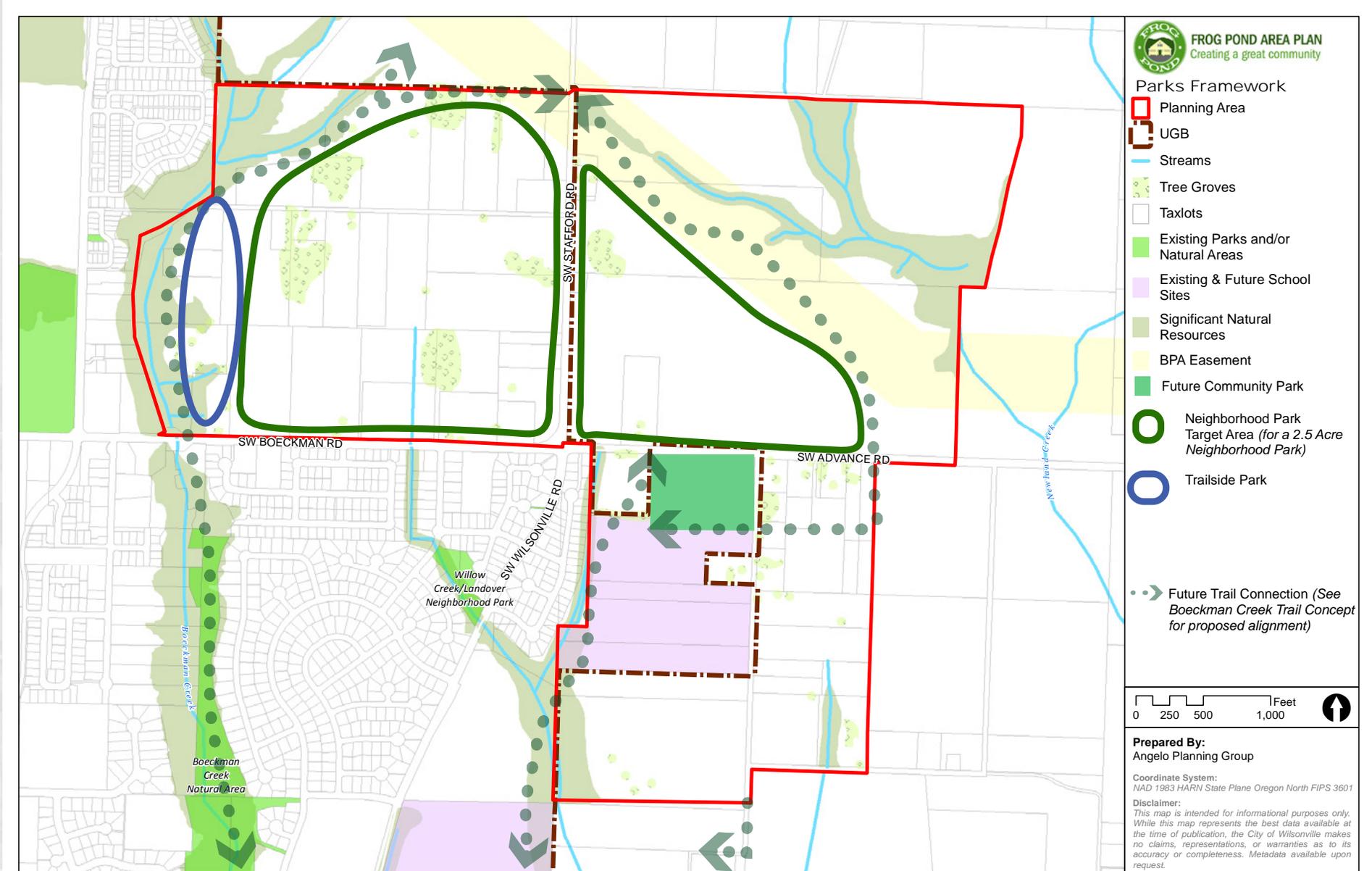
Key Issue 3

Park and Open Space Framework (Old Framework)



Key Issue 3

Park and Open Space Framework



Key Issue 3

Park and Open Space Framework - Examples of Parks Adjacent to Natural Areas



Jackie Husen Park, bordering Cedar Mill Creek in Washington County.



Little Sugar Creek Greenway Park in Charlotte, NC.



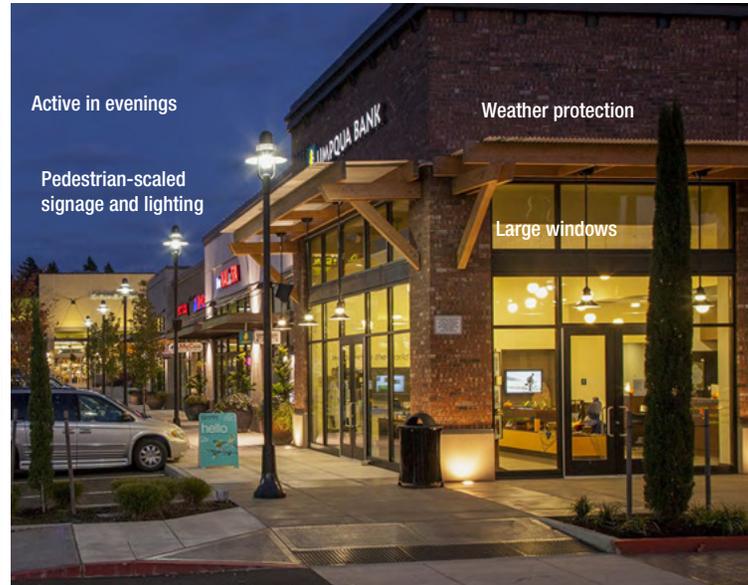
West Park, Scouter Mountain Park

Key Issue 4

Community Design Framework- Neighborhood Commercial Center Design Concepts



Small retail blends with nearby homes



Neighborhood-scale commercial building

Additional Design Considerations for Neighborhood Compatibility

- dark sky lighting
- thoughtful vehicular and pedestrian access
- screened loading areas
- reasonable hours of operation
- limitations on certain uses
- height and screening standards
- generous landscape
- high-quality design



Sidewalk seating



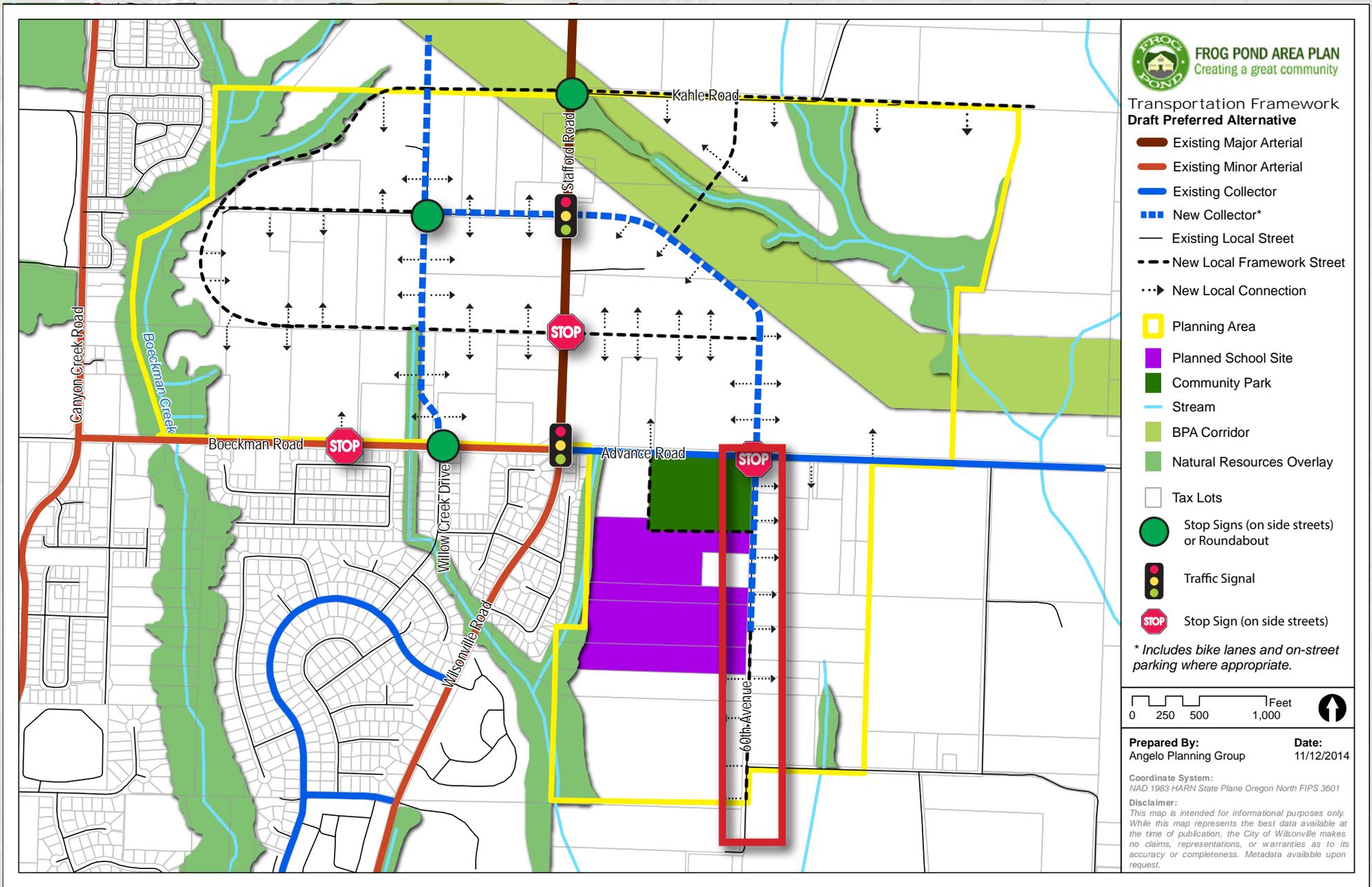
Old Town Wilsonville



Lake Oswego

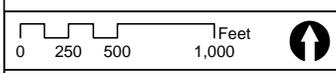
Key Issue 2

Street Framework- 60th Avenue Classification



**Transportation Framework
Draft Preferred Alternative**

- Existing Major Arterial
 - Existing Minor Arterial
 - Existing Collector
 - New Collector*
 - Existing Local Street
 - New Local Framework Street
 - New Local Connection
 - Planning Area
 - Planned School Site
 - Community Park
 - Stream
 - BPA Corridor
 - Natural Resources Overlay
 - Tax Lots
 - Stop Signs (on side streets) or Roundabout
 - Traffic Signal
 - Stop Sign (on side streets)
- * Includes bike lanes and on-street parking where appropriate.



Prepared By: Angelo Planning Group
Date: 11/12/2014

Coordinate System:
 NAD 1983 HARN State Plane Oregon North FIPS 3601
 Disclaimer:
 This map is intended for informational purposes only. While this map represents the best data available at the time of publication, the City of Wilsonville makes no claims, representations, or warranties as to its accuracy or completeness. Metadata available upon request.



From: Simon Springall <simon@springall.com>
Sent: Monday, July 06, 2015 11:00 PM
To: Neamtzu, Chris
Cc: White, Shelley; Straessle, Linda
Subject: PC Meeting July 8th

Chris,

I am not able to make the July 8th meeting.

Frog Pond

Here's my take on the Frog Pond material. I favor a hybrid approach of Option E (larger lots) on the West Neighborhood and Option D (draft concept plan) for East and South). I would support Option F (additional large lot acreage) for the West Neighborhood if that is the general consensus of the PC.

The reasoning is that I find the various arguments for larger lots convincing for the near term but I am still concerned about providing affordable housing and a mix of housing sizes, in the medium to longer term.

Therefore I strongly advocate keeping with the densities as described in the Draft Concept Plan for the East and South Neighborhoods, while I understand the push for larger lots in the near term. The density in the Draft Concept Plan (option D) is already a compromise and I believe the area of small lots or row-homes around the retail hub is mutually beneficial as the denser housing will better support the retail. We also have to consider that development of this area is many years hence and the housing needs we perceive now will be different when the East and South neighborhoods are built out, so looking to the housing needs analysis and the strategic materials from the project team such as demographics is more valuable than short-term gut feelings or current real-estate market data.

In regard to the refinement for the West Neighborhood parks, I think the linear green concept is interesting and has several benefits, and I support the project team's recommendation.

For the Neighborhood Commercial in the East Neighborhood; I have read and acknowledged all the feedback and still support the concept of the commercial, at Four Corners, as described in the concept plan.

Coffee Creek

My only question is: Will the DRB have an opportunity to call up review decisions made by the Planning Director under the CCDOD?

I have no other comments.

Basalt Creek

I have no comments, other than to indicate support for the Boundary Option 2 which takes better advantage of the topography and provides a larger employment area.

Other

I've been asked about the naming of Canyon Creek Road *South*, by a new or prospective resident. It's very confusing as it runs parallel to Canyon Creek Road and does not extend (any more) Canyon Creek Road North. Can it be renamed to 'Old Canyon Creek Road'? I'm sure this has been discussed before.

The other hot issue in that area is of course Morningside which was recently closed off. Here's one idea to consider - would the junction work if it was entry-only and traffic could not leave the neighborhood via Morningside, only enter it?

Thanks
See you in August
Simon



**PLANNING COMMISSION
WEDNESDAY, JULY 8, 2015
6:00 PM**

VI. WORK SESSIONS

- A. Frog Pond Area Plan update (Neamtzu)



FROG POND AREA PLAN

Creating a great community

Planning Commission Work Session – July 8, 2015

Date: July 8, 2015
Time: 6:15 to 7:45 PM

Wilsonville City Hall
29799 SW Town Center Loop East,
Wilsonville, OR 97070
Room: Willamette River 1 & 2
(upstairs)

Agenda

- | | | |
|-----------|---|----------------------------------|
| 6:15 p.m. | Welcome and Overview of Work Session <ul style="list-style-type: none">• Where we are in the Frog Pond process – goals for the work session and next steps | Chris Neamtzu |
| 6:20 p.m. | Key Issue 1 – Residential Lot Sizes and Housing, and Paying for Infrastructure

<i>Action requested: Staff requests that the Commission provide the project team with clear direction on which option, or hybrid option is preferred. Staff recommends the Commission consider the West Neighborhood first, followed by the East and South Neighborhoods together.</i> | Joe Dills, Angelo Planning Group |
| 7:10 p.m. | Key Issues 2-4 – 60th Avenue Status, West Park Refinement, and Neighborhood Commercial Design

<i>Action requested: No action is needed on the 60th Avenue status. Approval of the West Park Refinement is requested. Approval of the recommendation for the Neighborhood Commercial Design is requested.</i> | Joe Dills |
| 7:45 p.m. | Next Steps and Conclude Work Session | Chair |



Memorandum

June 30, 2015

To: Wilsonville Planning Commission
Cc: Frog Pond Area Plan Task Force, Project Team
From: Joe Dills and Andrew Parish, Angelo Planning Group
Re: Frog Pond Concept Plan – Key Issues, Options, and Solutions for July 8th Work Session

PURPOSE

The purpose of this memorandum is to follow-up on the Frog Pond Area Plan’s key issues that were discussed by the Planning Commission on June 10th. This memo addresses the following:

- Residential lot sizes and housing, and paying for infrastructure
- Status report on the 60th Avenue classification and cross-section
- Refinement for West Neighborhood Parks
- Neighborhood commercial design

As discussed in June, all other aspects of Area Plan are considered broadly supported and will be included in the Frog Pond Area Plan report. Implementation issues, such as zoning, will be addressed in Phase 2 of the project. The Infrastructure Funding Plan is not part of the “key issues” information. It will be updated after direction is received on the land use plan, and included in the draft Frog Pond Area Plan report that is brought back for public hearings and final adoption.

KEY ISSUE 1 – RESIDENTIAL LOT SIZES AND HOUSING, AND PAYING FOR INFRASTRUCTURE

Option F and Comparison of Options for the West Neighborhood

On June 10th, the Commission unanimously passed the following motion:

“Simon Springall moved to direct Staff and the consultant team to develop an Option F, converting 50 Medium Lots in the West Neighborhood into an equivalent area of Large Lots, and show the financial impacts to infrastructure and housing price. Eric Postma seconded the motion, which passed 6 to 0.”

The project team has prepared Option F, as displayed in Figure 1. In concept, the conversion of 50 lots in the Medium Single Family designation affects approximately 11 acres and results in an estimated 35 additional lots in the Large Lot Single Family designation. The revised Option F places the new Large Lot area on the north side of Boeckman Road. The rationale for this choice is: (a) adjacent properties are either Medium Single Family, Civic (the church), or developed lots across Boeckman – all of which are compatible adjacencies; (b) housing variety along Boeckman will be facilitated – a positive and interesting contrast to the uniformity of lots across the street; (c) the full housing variety of the West Neighborhood will be implemented in the early years of development; and, (d) it is responsive to a specific request of one of the property owners. This choice is a trade-off from the principles of more



density near transit and the potential neighborhood center in the East Neighborhood, but the trade-off is relatively minor given the overall low density nature of the plan.

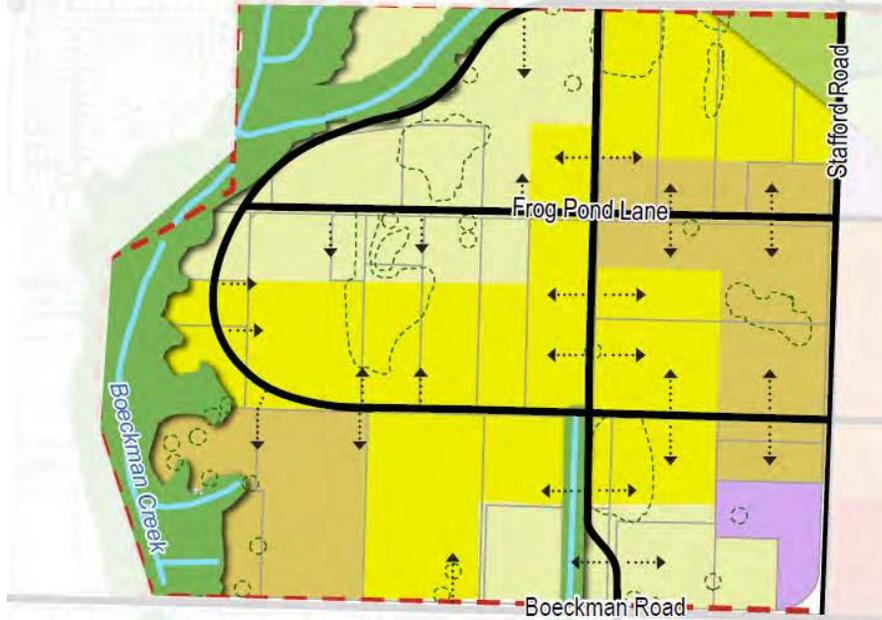
For comparison, Options E and D are attached (see Figures 2 and 3).

Tables 1 and 2 below provides basic metrics for Option F, for the West Neighborhood. The Required Home Price and Reimbursement Area Cost/Lot have been updated using the model prepared by Leland Consulting Group.



Figure 1 – Option F

Option F: Additional Large Lot Acreage
Land Use Framework



Small Lot SF
4000-6000 SF
Avg. 5000 SF
\$437,434
(Similar to Canyon
Creek Estates)

Medium Lot SF
6000-8000 SF
Avg. 7000 SF
\$573,777
(Similar to Landover
Neighborhood)

Large Lot SF
8000-12000 SF
Avg. 10000 SF
\$773,129
(Similar to
Charbonneau
Neighborhood)



NEIGHBORHOOD COMPARISONS

Large Lot SF - Comparable to Charbonneau



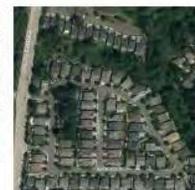
Avg. Lot Size: 9256 SF
Range: 7500-15000 SF
Net Density: 4.7 Units/Acre

Medium Lot SF - Comparable to Landover Neighborhood



Avg. Lot Size: 6690 SF
Range: 4100 - 11000 SF
Net Density: 6.5 Units/Acre

Small Lot SF - Comparable to Canyon Creek Estates Neighborhood

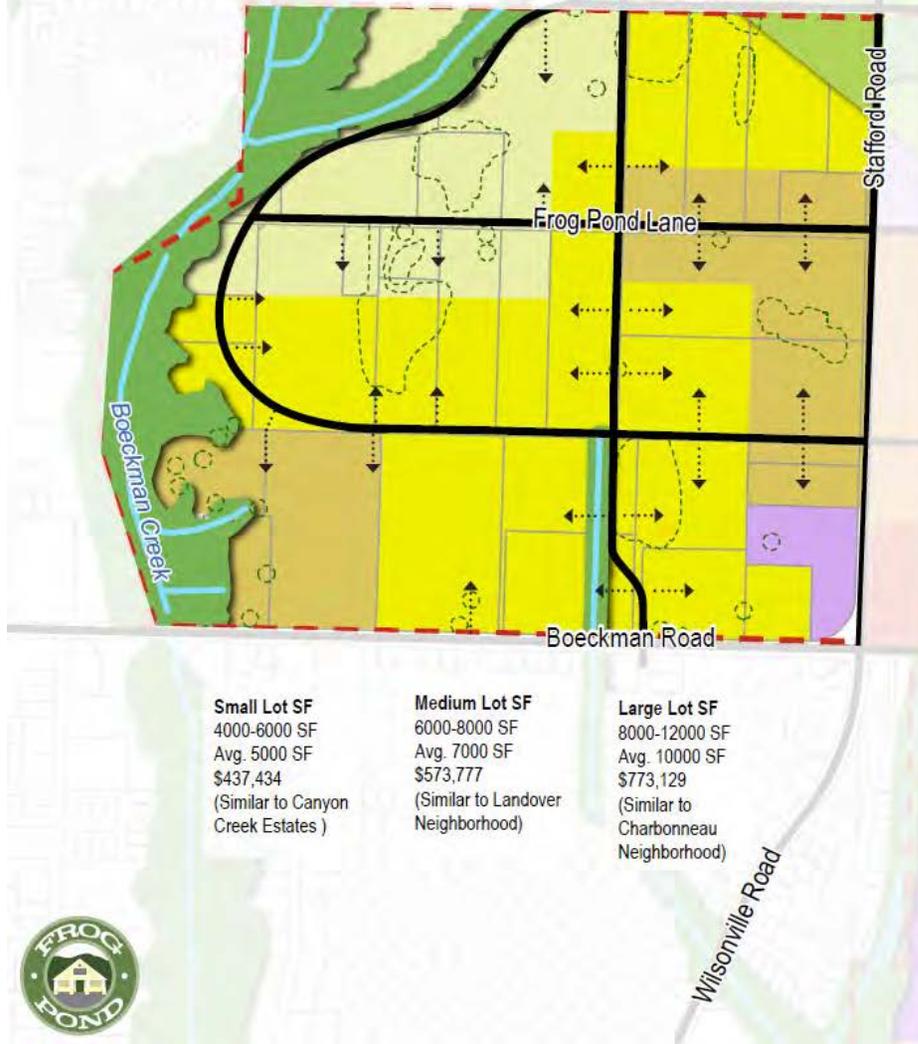


Avg. Lot Size: 5186 SF
Range: 4500 - 7800 SF
Net Density: 8.39 Units/Acre



Figure 2 – Option E

Option E: Larger Lot Option
Land Use Framework



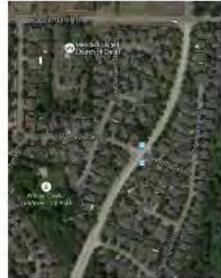
NEIGHBORHOOD COMPARISONS

Large Lot SF - Comparable to Charbonneau



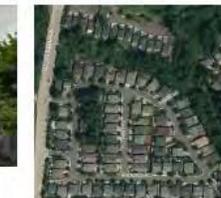
Avg. Lot Size: 9256 SF
Range: 7500-15000 SF
Net Density: 4.7 Units/Acre

Medium Lot SF - Comparable to Landover Neighborhood



Avg. Lot Size: 6690 SF
Range: 4100 - 11000 SF
Net Density: 6.5 Units/Acre

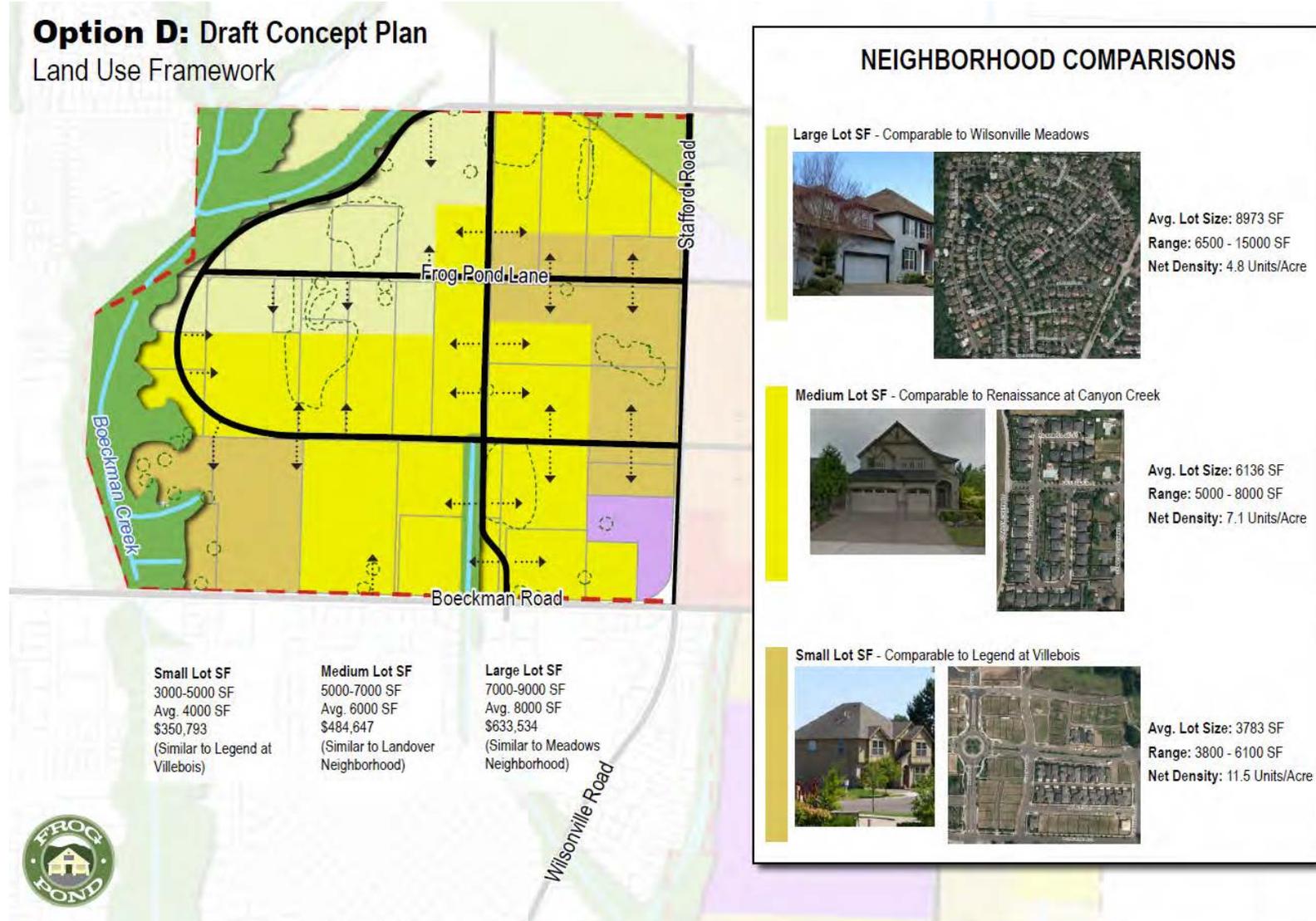
Small Lot SF - Comparable to Canyon Creek Estates Neighborhood



Avg. Lot Size: 5186 SF
Range: 4500 - 7800 SF
Net Density: 8.39 Units/Acre



Figure 3 – Option D



**Table 1 – West Neighborhood Housing Metrics for OPTION F**

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings/Net Acre)
Large Lot Single Family	8,000 - 12,000	42.8	28.4	124	4.4
Medium Lot Single Family	6,000 - 8,000	68.1	45.4	281	6.2
Small Lot Single Family	4,000 - 6,000	35.8	23.6	205	8.7
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	610	6.3

Table 2 – Estimated Dwelling Cost Range for Frog Pond West For OPTION F

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	8,000 - 12,000	10,000	\$775,400
Medium Lot Single Family	6,000 - 8,000	7,000	\$576,000
Small Lot Single Family	4,000 - 6,000	5,000	\$439,700

Source for required home prices: Leland Consulting Group Market Price Model. These are estimates, based on infrastructure and development feasibility information prepared to date, and are subject to change.

The comparable metrics for Options E and D (as calculated for the June 10th Planning Commission meeting) are in the following tables.

Table 3 – West Neighborhood Housing Metrics for OPTION E

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings/Net Acre)
Large Lot Single Family	8,000 - 12,000	31.8	20.6	89	4.4
Medium Lot Single Family	6,000 - 8,000	79.1	53.2	331	6.2
Small Lot Single Family	4,000 - 6,000	35.8	23.6	205	8.7
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	625	6.4

Table 4 – Estimated Dwelling Cost Range for Frog Pond West for OPTION E

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	8,000 - 12,000	10,000	\$773,100
Medium Lot Single Family	6,000 - 8,000	7,000	\$573,800
Small Lot Single Family	4,000 - 6,000	5,000	\$437,400

Source: Leland Consulting Group Market Price Model. These are estimates, based on infrastructure and development feasibility information prepared to date, and are subject to change.

**Table 5 – West Neighborhood Housing Metrics for OPTION D**

Designation	Lot Size Range (SF)	Gross Acres	Net Acres	Dwellings	Net Density (Dwellings / Net Acre)
Large Lot Single Family	7,000-9,000	31.8	20.6	112	5.4
Medium Lot Single Family	5,000-7,000	79.1	53.2	386	7.3
Small Lot Single Family	3,000-5,000	35.8	23.6	256	10.9
Civic Institutional	-	3.9	3.9	-	-
Totals	-	150.6	97.4	754	7.7

Table 6 – Estimated Dwelling Cost Range for Frog Pond West For OPTION D

Designation	Lot Size Range (SF)	Average Lot Size	Required Home Price
Large Lot Single Family	7,000-9,000	8,000	\$633,500
Medium Lot Single Family	5,000-7,000	6,000	\$484,600
Small Lot Single Family	3,000-5,000	4,000	\$350,800

Based on the draft Infrastructure Funding Plan, the estimated cost per lot for infrastructure funded within Reimbursement Areas is as shown in Table 7.

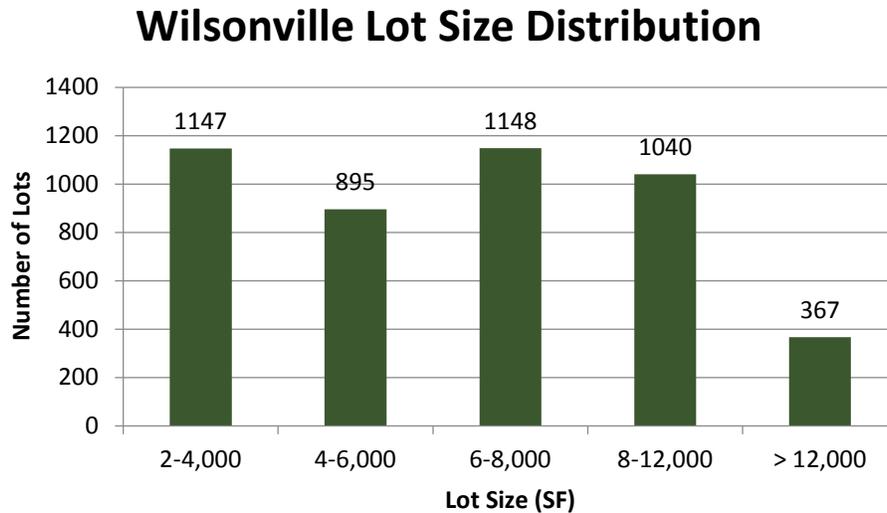
Table 7 – Estimated Cost per Lot in Each Plan Option

Plan Option	Estimated Cost per Lot for Infrastructure Funded by Reimbursement Areas	Percent Change Between Options
Option D	\$14,102	base
Option E	\$17,012	+ 20.6% over base
Option F	\$17,431	+ 23.6% over base



Table 8 below provides context for proposed lot sizes in Frog Pond West. Table 8 is the number of lots (developed and undeveloped) in each of the lot size categories, within the Wilsonville city limits today.

Table 8 – Distribution of Lot Sizes within City of Wilsonville



Consistency with the City’s Housing Needs Analysis

The Planning Commission’s June work session included a discussion of how the Frog Pond Area Plan complies with Statewide Planning Goal 10: Housing. The City’s factual base for assessing housing needs and Goal 10 compliance is the Wilsonville Housing Needs Analysis (HNA). The City recently updated its HNA and adopted it in May, 2014. The team has analyzed how the Frog Pond Plan would “move the needle” toward meeting the City’s stated need for a city-wide housing mix that is more balanced, i.e. less Multifamily and more Single Family than the current mix. That analysis is summarized below. Clearly the Frog Pond area is an important part of the City’s land supply that will increase single family housing as a percentage of the overall mix of housing in Wilsonville.

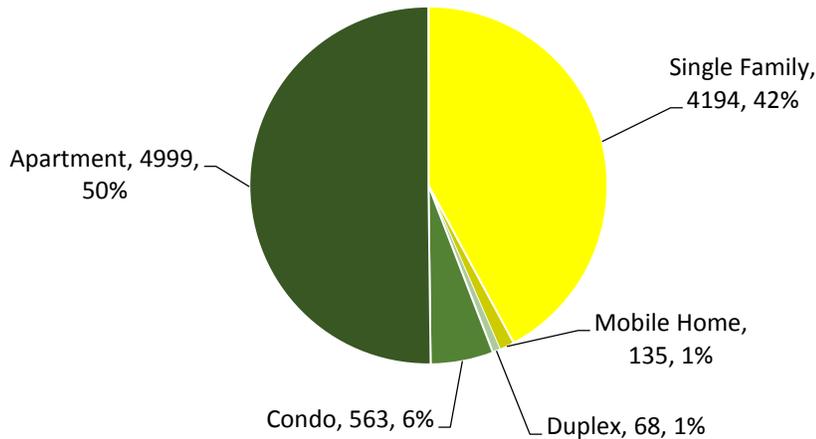
Current City-Wide Mix:

The current citywide housing mix is 43% Single Family (Includes detached single family, attached single-family, and mobile homes) and 57% Multifamily (Includes condos, apartments, and duplexes), as shown in Figure 4.



Figure 4 –Wilsonville Housing Mix 2014

Wilsonville Housing Mix 2014



Option D:

Addition of the West Neighborhood in Option D would add 754 single family units to the City and change the mix to be: 47.5% Single Family versus 52.5% Multifamily. The addition of the East and South Neighborhoods in Option D would add another 1,325 single family units to the City and bring the mix to 53.2% Single Family versus 46.7% Multifamily.

Option E:

Addition of the West Neighborhood in Option E would add 625 single family units to the City and change the mix to be: 46.8% Single Family versus 53.2% Multifamily. The addition of the East and South Neighborhoods in Option E would add another 1,091 single family units to the City and would bring the mix to 51.8% Single Family versus 48.2% Multifamily.

Option F:

Option F would add slightly fewer single family units to the City than Option E, and its impact on overall mix would not differ significantly from Option E.

Criteria for Selecting an Option for the West Neighborhood

Which option, or hybrid, should the Planning Commission recommend to the City Council? Clearly the options present a range of opportunities and trade-offs. The key issues expressed to date by participants in the process include:

- Community character and livability
- Housing affordability and “target” demographic (i.e who will live in Frog Pond West)
- Development feasibility
- The ability to pay for infrastructure



The project team has provided a large volume of information to inform the concept planning process. The trade-offs to be balanced by the Planning Commission involve: consideration of how much value to place on lot size as an index to livability and achieving the Frog Pond vision; and, how much weight to place on the estimated impacts to housing affordability and ability to pay for infrastructure. The project team recommends that the Planning Commission weigh all of the information provided and use the Vision Statement and Guiding Principles as the main criteria by which to craft a recommendation to the City Council. The Vision Statement and Guiding Principles are attached to the end of this memo.

The range of trade-offs and considerations are summarized below:

Community character and livability

- From a process viewpoint, Options E and F provide lot sizes that are consistent with the requests for larger lots expressed in testimony. Option D was developed through a series of refinements to three initial concept plan designs that were the topic of public engagement through the Technical Advisory Committee, Task Force and first public open house.
- Achieving a high degree of livability in Frog Pond West will certainly be influenced by housing form and lot size, but it will equally be influenced by the quality of the public realm improvements. Examples include: safe and comfortable walking routes; safe, direct and convenient bike routes; good pedestrian-scale lighting and signage; parks which are community gathering points; and access to Boeckman Creek and other open spaces.
- All options will require quality design standards in Wilsonville’s code to ensure development achieves the vision for a highly livable and walkable neighborhood.

Housing Affordability and Target Demographics

- Option D is the most affordable option for future home buyers. Options E and F increase the price of homes as shown below.

Table 9 – Summary of Required Homes Prices for each option

Designation	Option D	Option E	Option F
Small Lot Single Family	\$350,800	\$437,400	\$439,700
Medium Lot Single Family	\$484,600	\$573,800	\$576,000
Large Lot Single Family	\$633,500	\$773,100	\$775,400

- Option D would provide home prices conducive to buyers in the following income ranges: \$75,000-\$100,000; \$100,000-\$150,000; and \$150,000+. These income ranges comprise an estimated 43 percent of households in Wilsonville.
- Options E and F would provide home prices conducive to a higher income demographic: \$100,000-\$150,000; and \$150,000+. These income ranges comprise an estimated 29 percent of households in Wilsonville.
- Some commenters have stated a priority, in their view, for orienting Frog Pond West to a higher-income demographic. One of the reasons cited is to attract executives and professionals that own or manage Wilsonville businesses but do not live in Wilsonville.



Development feasibility

- Option D is the most feasible to develop. Estimates of finished home price indicate that small lot and medium lot development would be at or below market prices. Large lots are estimated to be 16% over market, which can potentially be absorbed by higher income buyers who are motivated to find a home in Wilsonville.¹
- Option E is less feasible than Option D. The “percent over market” indicators are: small lot – 1% over market (feasible); medium lot – 13% (challenging because similar new homes outside Frog Pond would be more competitive based on price); large lot – 18% (challenging, but may be offset by the flexibility higher income home buyers have).
- Option F has a similar level of development feasibility as Option E.

Ability to pay for infrastructure

- Infrastructure funding work to date indicates that an area-wide reimbursement tool will be needed to pay for approximately \$10,632,800 in infrastructure projects that serve the entire Frog Pond West neighborhood, but would not typically be funded by an individual development project (e.g. Stafford Road Urban Upgrade).
- When the \$10,632,800 described above is divided by the number of lots in each option, the result is a cost per lot that will need to be funded through an instrument such as a reimbursement district. The reimbursement area cost per lot metrics for the three options are as follows:
 - Option D – \$14,102 per lot
 - Option E – \$17,012 per lot
 - Option F – \$17,431 per lot
- Regardless of which lot size option is selected, the West Neighborhood must stand on its own in terms of infrastructure funding.

Options for the East and South Neighborhoods

There are several considerations for finalizing the residential element for the East and South Neighborhoods, as summarized below.

Timing - As described previously, it is very difficult to predict when the East and South Neighborhoods will be brought into the Urban Growth Boundary by Metro. The project team estimates it is certainly not soon – perhaps in the 5-10 year time frame. Metro is currently charting its next steps. The following is an excerpt from a recent news release from Metro:²

¹ Frog Pond Area Plan: Land Development Financial Analysis, Leland Consulting Group, June 3, 2015. Market price information begins on page 12.

² Metro News, June 25, 2015. <http://www.oregonmetro.gov/news/hughes-calls-metro-staff-wrap-2015-growth-management-decision>



Until Clackamas County's urban reserves are resolved, the reserves in Clackamas County can't be used for a UGB expansion. The only city in the region that expressed a willingness to support a UGB expansion in the current cycle was Wilsonville, in Clackamas County.

Metro could ask state regulators for an extension of its current UGB review, but, [Metro Council President Tom} Hughes said, that poses its own problems.

"Asking for an extension creates a situation in which the data and analysis contained in the draft UGR may become stale by the time the extended deadline arrives," Hughes said. Some of the economic data in that draft urban growth report – accepted by the Metro Council in 2014 but still not finalized – dates back to 2010, in the nadir of the Great Recession.

In Thursday's Metro Council work session, Hughes said new data won't necessarily bring a dramatic change to the region's growth forecast. But it could help answer some questions about whether controversial elements of the growth forecast were trends or anomalies.

"It's not going to be conclusive, but it can give us some arrows pointing in a particular direction," Hughes said.

To that end, Hughes hopes the Metro Council can review the UGB again in 2018, emphasizing that he didn't want a permanent three-year review cycle for the UGB. He said the specific issue with Clackamas County's reserves prompted the need for a shorter cycle.

Metro councilors generally supported Hughes's timeline, which would have them voting on a final growth report sometime early this autumn.

Overall Housing Strategy – While Frog Pond West will be planned exclusively for single family detached homes, the East and South neighborhoods have been conceptualized to have a greater housing mix.

Metro Title 11 Compliance – As of the writing of this memo, staff is still coordinating with Metro on the implications of the various options for future addition of the urban reserves to the UGB. Concept Plans must comply with Title 11 (Planning for New Urban Areas) of the Urban Growth Management Functional Plan.

During the Frog Pond Technical Advisory Committee meetings, Metro stated they were comfortable with Option B prepared as part of the alternatives analysis for the East and South Neighborhoods – Option B had net density of 11.5 units/net acre. Option D has a density of 10 units/net acre – lower than B due to the deletion of the high density residential category. For comparison, Option E and F have a density of 8.2 units/net acre in the East and South neighborhoods. The lower the density (with associated higher costs for housing), the more difficult it will be to demonstrate compliance with Metro Title 11 and convince elected regional officials that the best place to expand the UGB is in the Advance



Road urban reserve area when compared to other municipalities with more efficient use of urban reserves.

Mix and Match – The Planning Commission has the option to select from each of the options. For example, if Option F is selected for the West Neighborhood, the Planning Commission could select Option E or D for the East and South Neighborhoods.

KEY ISSUE 2 – STATUS REPORT ON THE 60TH AVENUE CLASSIFICATION AND CROSS-SECTION

As of the writing of this memo, the team is still coordinating options for 60th Avenue.

Issue Framing

There are two questions for this key issue:

1. Should 60th Avenue (south of Advance Road) be classified as a Collector Street or Local Framework Street?
2. What should be the preferred cross-section – specifically, should bike lanes be on-street or off-street?

The current working recommendation is that 60th Avenue should be classified as a Collector street from Advance Road south to the entry to the schools, and as a Local Framework street south of that point. The street would have two travel lanes (a center turn lane or median treatment is not needed due to the future traffic volumes). On-street parking could be allowed under Wilsonville standards. There is flexibility in how to site the bike lanes, but a Collector street in Wilsonville typically would have on-street striped lanes or a unique solution such as a cycle track.

Task Force member Bill Ciz (a property owner in the South Neighborhood) has advocated for the Local Framework option classification for 60th Avenue. This would also be a similar two-lane cross section (with parking possible), but the bike lanes would not be on-street. Mr. Ciz recommends that a multi-use path (off-street and parallel to 60th Avenue) be built on the west side of 60th. This would narrow the curb-to-curb cross-section and place a prominent path along the edges of the Community Park and school.

KEY ISSUE 3 – REFINEMENT FOR WEST NEIGHBORHOOD PARKS

Issue Description

This issue proposes flexibility for how the City implements the two neighborhood parks planned for the West Neighborhood. The refined concept would place a neighborhood park (2 acres minimum) within the neighborhood as the primary active neighborhood park. The second park could be located in the western portion of the neighborhood, along the Boeckman Trail, and would be a 2-acre linear park feature with a recreational trail adjacent to a natural setting intended to provide visual access to the Boeckman Creek corridor. The single-loaded street along the northern portion of Boeckman Creek in the West neighborhood lends itself well to this park design type.



This issue is being brought to the Planning Commission as a working idea that has emerged from the Infrastructure Funding Plan. The original plan for two “standard” neighborhood parks would cost an estimated \$7,950,000³. The refined concept would cost an estimated \$5,660,000, saving \$2,290,000.⁴ This savings is helpful to the project’s effort to reduce infrastructure costs and to have the West neighborhood stand on its own, while still providing quality infrastructure and leveraging the neighborhood’s abundant natural resources. It is recognized that through the platting and development process, additional private parks will be provided – the figures here represent the public portion of the parks system. Open space requirements and details will be analyzed in Phase 2 of the project.

The original 2-park concept stems from the Wilsonville Park and Recreation Master Plan. The team recommends that the Frog Pond Area Plan report and Infrastructure Funding Plan use the above-described refined concept, maintain flexibility to do two parks, or one plus linear green for the West Neighborhood parks.

Note: In addition to what is described above for the West Neighborhood, the City has received a parks-related request from the property owner on the west side of the Community Park (in the South Neighborhood). The request is to remove the “Potential Future Park Site” asterisk from the Land Use Framework map. The team recommends that this change be made, as there are no solid plans to acquire the property at this time.



Jackie Husen Park, bordering Cedar Mill Creek in Washington County.

³ October 10, 2014 memo titled “Frog Pond Area Plan: Funding Analysis” from Leland Consulting Group.

⁴ June 3, 2015 memo titled “Frog Pond Area Plan: Infrastructure Funding Strategy” from Leland Consulting Group.



Little Sugar Creek Greenway Park in Charlotte, NC.

KEY ISSUE 4 – NEIGHBORHOOD COMMERCIAL DESIGN

Issue Description

The question for this key issue is: “What guidance should be captured in the Concept Plan to ensure that the neighborhood commercial center is the appropriate scale and design to be a positive and compatible use in the East Neighborhood?”

At the January 21, 2015 joint meeting of the Planning Commission and City Council, the project team requested guidance on whether to include the neighborhood commercial center in the Land Use Framework, and if so, at what location. The Planning Commission and City Council voted on four possible options:

1. Retail in the “Four Corners” location, recommended by the project team. (5 votes)
2. A smaller commercial node at the Grange location, as examined in earlier iterations of the plan. (2 votes)
3. Flexible land use designations that allow for a "market-oriented" approach, allowing commercial development or residential development on these properties. (3 votes)



4. Removing retail from the planning area entirely, and instead considering a larger retail location west of Stafford Road within the Elligsen urban reserve area. (1 vote)

The Planning Commission and City Council informally voted to retain the use and locate it at the northeast corner of the Stafford-Boeckman-Wilsonville-Advance Road intersection. In short, the Planning Commission and Council members were supportive of the potential for local shops and services to complement the surrounding four neighborhoods, walking and biking to reduce the need for automobile trips to other commercial areas of the City. They noted that the design of the site should be compatible with the surrounding residential uses.

This key issue is being brought to the Planning Commission in response to community feedback from the on-line open house and testimony since the January joint meeting. For survey question 8 regarding the proposed commercial community design standards, 151 people responded and the response was generally positive (3.36 overall weighted average score, 72% rating the images as "Its okay" or better). In the written comments, common concerns included: doubt that the retail would be successful, belief that Wilsonville has ample retail in other locations, concern for competition with vacant spaces, and a sense that Villebois' retail was not successful so Frog Pond should not have local retail.

Positive comments centered around: liking the imagery, preference for small scale, blending with the neighborhood, not being a regional destination, support for walkability, and a desire for outdoor seating.

This issue is included because the project team believes it is important to acknowledge the concerns. The project team recommends that the use and location should be retained in the Concept Plan, following the direction from January. Additionally, the design elements that received support should also be included in the Concept Plan.



A VISION FOR FROG POND IN 2035

August 14, 2014 draft

The Frog Pond Area in 2035 is an integral part of the Wilsonville community, with attractive and connected neighborhoods. The community's hallmarks are the variety of quality homes; open spaces for gathering; nearby services, shops and restaurants; excellent schools; and vibrant parks and trails. The Frog Pond Area is a convenient bike, walk, drive, or bus trip to all parts of Wilsonville.

GUIDING PRINCIPLES FOR THE FROG POND AREA PLAN

Create great neighborhoods

Frog Pond's homes, streets, open spaces, neighborhood-scale retail, and other uses fit together into walkable, cohesive, and connected neighborhoods. Frog Pond is a fun place to live.

Create a complete streets and trails network

Streets are designed for safe and enjoyable travel by bike, on foot, or by car. A great network of trails is provided. Safe crossings and connections are provided throughout the street and trail network.

Provide access to nature

The creeks and natural areas provide opportunities to see and interact with nature close to home.

Create community gathering spaces

Beautiful parks, quality schools, and other public spaces serve as community centers and gathering places. The land uses, transportation, and open space around the Advance Road school and park sites support a compatible neighborhood plan in that area. The Frog Pond Grange, and adjacent uses, fit together as a focal point of the community.

Provide for Wilsonville's housing needs

A variety of attractive homes are provided to fulfill the City's housing needs and align with the market. Single-family homes, including some on large lots, are significant part of the mix. Neighborhoods are designed to be multi-generational and offer a diversity of attractive housing options at a variety of prices.

Create a feasible implementation strategy

A realistic funding plan for infrastructure, smart and flexible regulations, and other strategies promote successful implementation of the plan.

Frog Pond is an extension of Wilsonville

Frog Pond is truly connected – it is an easy and safe walk, drive, bike trip, or bus ride to other parts of Wilsonville, and Frog Pond feels like a well-planned extension of the city.



Retain trees

Mature native trees are integrated into the community to enhance the area's character and value.

Honor Frog Pond's history

A sense of history is retained, recognized, and celebrated.

Provide compatible transitions to surrounding areas

New urban land uses are good neighbors to adjacent rural land uses, future developable areas, and existing neighborhoods. The plan provides for future growth of the City into adjacent urban reserves.

Promote healthy, active lifestyles

Extensive walkways, community gardens, recreational facilities, and other elements support active and healthy lifestyles.

Integrate sustainability

The plan integrates solutions which address economic, environmental and social needs. Frog Pond is a sustainable community over the long term.

Coordinate with Wilsonville's transportation network

The plan is consistent with the Wilsonville Transportation System Plan for all modes of travel: trails, bikeways, SMART, and vehicles. Traffic impacts are managed for key streets and intersections, including the I-5 interchanges.

PROCESS PRINCIPLES

- Provide early and ongoing opportunities for stakeholders to raise issues and concerns.
- Facilitate equitable and constructive communication between the public and project team.
- Empower residents to become involved with the project.
- Provide the public with balanced and objective information to help the public understand issues, alternatives, opportunities, and solutions.
- Aim to create the best product, a model that could be used in other communities.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 17, 2015		Subject: Basalt Creek Concept Plan	
		Staff Member: Miranda Bateschell, Chris Neamtzu Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments:	
Staff Recommendation: N/A			
Recommended Language for Motion: N/A			
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>			
<input checked="" type="checkbox"/> Council Goals/Priorities Basalt Creek Concept Plan		<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Staff will provide Council with an update on the Basalt Creek Concept Plan.

EXECUTIVE SUMMARY:

In preparation for the September 8, 2015 Joint Council meeting with the Tualatin City Council, staff will share the results of the newest boundary option and land use scenario analysis for the Basalt Creek planning area (Attachment A: Boundary Option 3 Land Use Scenario). At the August 17 work session, staff requests the Council ask questions and share their thoughts about the land use scenario analysis and discuss the land use types, key indicators and potential benefits of the draft boundary option.

Then at the Joint Council meeting, the Councils will be asked to provide direction to the project team on the land use and boundary option in order to develop a preferred alternative for the concept plan, which will be presented for public input this fall.

Background: The Basalt Creek Concept Plan will establish a vision and jurisdictional boundary for the 847 acres between the cities of Wilsonville and Tualatin. At the Wilsonville-Tualatin Joint Council meeting in June, the project team presented two boundary and land use alternatives to the base-case scenario. At that meeting, the two Councils discussed the land use types, key indicators and potential benefits of the two draft boundary options. The Tualatin City Council favored Option 1 while the Wilsonville City Council favored Option 2.

In particular, Tualatin Councilors expressed significant interest in designating the extra land south of the future Basalt Creek Parkway, along Boones Ferry Road and the Basalt Creek Canyon, as future City of Tualatin residential land in recognition of the existing residential community. City of Wilsonville Councilors expressed concern over the disparity in Option 1 in regards to the benefits realized by each city and proposed a modified boundary north of the future Basalt Creek Parkway to the west of the Basalt Creek Canyon. Both Councils agreed the West Railroad Area is significantly constrained and at this point should be removed from the analysis and its future development discussed further between the Cities as well as Metro. The Councils also discussed the proposed sanitary sewer system, as it differs from the proposed boundary options, and how to best serve the area, and how potential financial savings (from fewer Clean Water Services pump stations) might be shared. The Joint Council directed staff to develop an alternative addressing these interests and concerns.

Conclusions and Discussion: Boundary Option 3 responds to the Joint Council input.

- West Railroad is taken out of the equation for the planning period. No employment or development is assumed due to the significant environmental, geographic barriers, and transportation and infrastructure cost.
- Natural and sensitive environmental areas are preserved, both West Railroad and the Basalt Creek canyon area.
- Boundary extends down Boones Ferry to include existing residential parcels in Tualatin's jurisdiction to recognize existing community and ensure a cohesive residential zone.
- Boundary is shifted on the west side of the Basalt Creek canyon area to create a more cohesive industrial district and compatible employment uses between the cities while considering topography and parcel lines.

Boundary Option 3 also considered jurisdictional equity through the lens of developable acres, phasing and infrastructure costs, and more balanced property tax returns. The City of Tualatin will likely see a higher overall return on investment and ability to meet near-term residential demand and development desires. The City of Wilsonville is provided a little more land to offset higher overall infrastructure costs and delay in return on investment and has the ability to fulfill the employment capacity expectations for the planning area.

It is important to think about: *which option creates the most complete cohesive community for Wilsonville?*

Option 3 provides long-term high-quality employment opportunities within the City of Wilsonville that is responsive to the real estate market. It takes advantage of acreage suitable for and potentially attractive to a high-tech end user near the freeway that could bring well-paying jobs to Wilsonville residents. Option 3 also offers cohesion to Wilsonville's existing west-side/north-end industrial and employment area. It provides land north of the future Basalt Creek Parkway, which allows the massing needed to build an industrial neighborhood as well as consistent zoning and development standards to ensure a cohesive design on both sides of the future Parkway. The land use scenario is designed to have robust and efficient infrastructure systems that are not cost prohibitive so that generally, development "pays its way." This land use scenario also enables the City of Tualatin to provide housing that is much needed in their city, while ensuring an appropriate and innovative transition between the residential and employment uses.

Performance indicators were reviewed to evaluate the scenario Using Envision Tomorrow (modeling software). More information on the model outputs will be provided at the Joint Council meeting, but indicators closely related to the project's guiding principles are included in the attached materials (Attachment B).

EXPECTED RESULTS:

The discussion at the Wilsonville City Council Work Session should ground the City Council in the newest land use scenario analysis for Basalt Creek, on the impacts of Boundary Option 3 for the City of Wilsonville, and for a productive work session at the Wilsonville-Tualatin Joint Council Meeting. Specifically, the project team is seeking direction on a preferred jurisdictional boundary and land uses at the Joint Council meeting.

TIMELINE:

The meeting on September 8, 2015 will be the fourth Wilsonville-Tualatin Joint Council Meeting for the Basalt Creek Concept Plan. Based on the discussion and guidance received at the upcoming Joint Council meeting, the project team will refine a preferred land use alternative for the Basalt Creek Concept Plan. Input received over the fall on that preferred alternative will then be incorporated into the final Basalt Creek Concept Plan, and the team will begin the process for adopting plan amendments by the end of this year.

CURRENT YEAR BUDGET IMPACTS:

The City of Tualatin received approximately \$350K from Metro's Construction Excise Tax (CET) grant program to perform concept planning. The City of Wilsonville has, and will continue to, invest Community Development staff time into the process.

COMMUNITY INVOLVEMENT PROCESS:

The project includes participation from affected residents, businesses, and property owners. Citizens will be asked to share ideas about the land use alternatives at a Public Open House in the fall.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

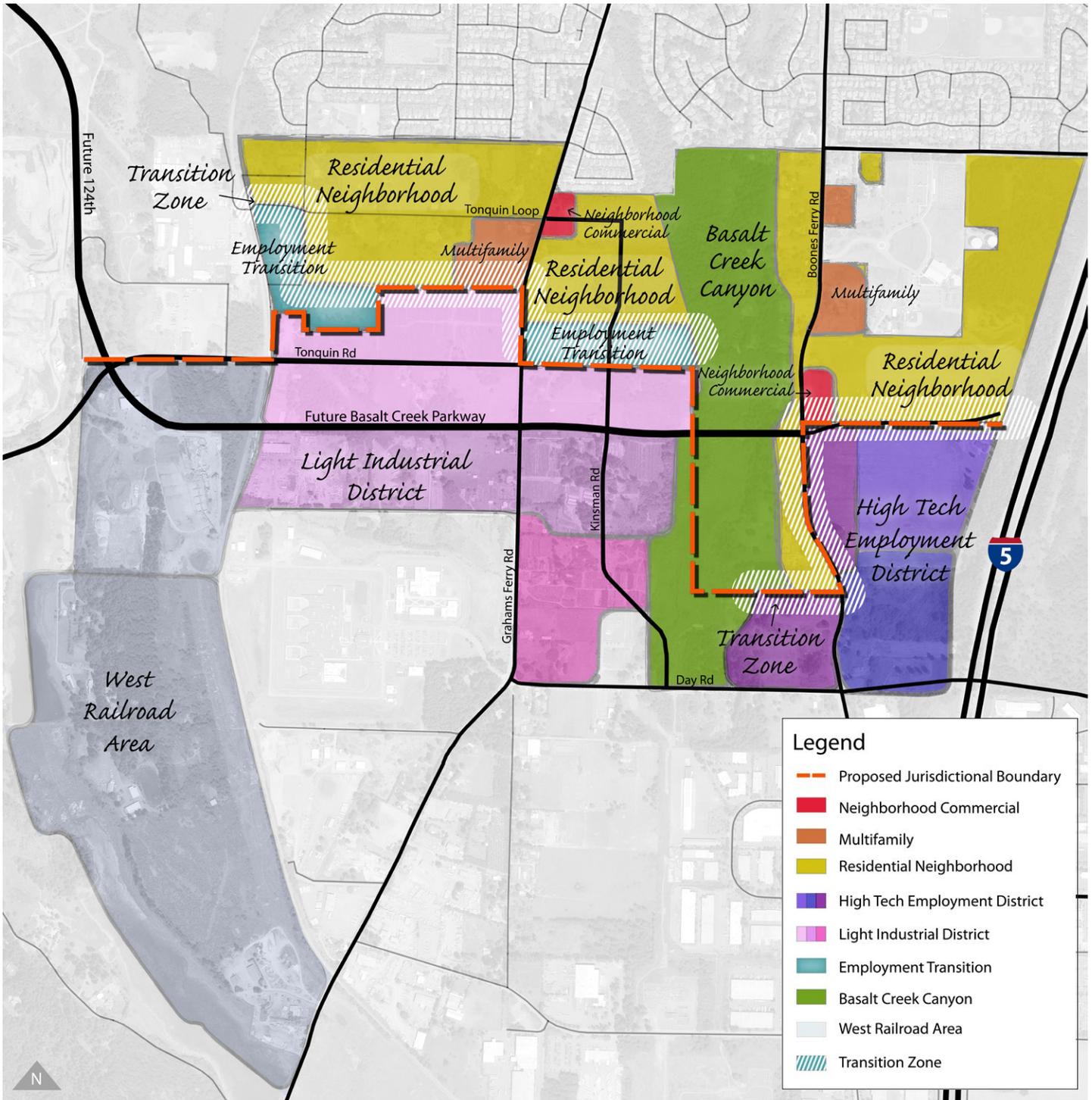
A portion of the Basalt Creek area will be important for the long-term growth of Wilsonville's industrial base and employment opportunities for residents in the city and the region. Conducting

a thorough and thoughtful planning process will identify and resolve potential impacts to the community. The Basalt Creek area presents an opportunity to maximize assessed property value, integrate jobs and housing, develop efficient transportation and utility systems, create an attractive business community, and incorporate natural resource areas and provide recreational opportunities as community amenities and assets.

CITY MANAGER COMMENT:

ATTACHMENTS:

- A. Basalt Creek Land Use Scenario: Boundary Option 3
- B. Key Scenario Indicators Summary



Boundary Option 3 Land Use Scenario

Basalt Creek Concept Plan

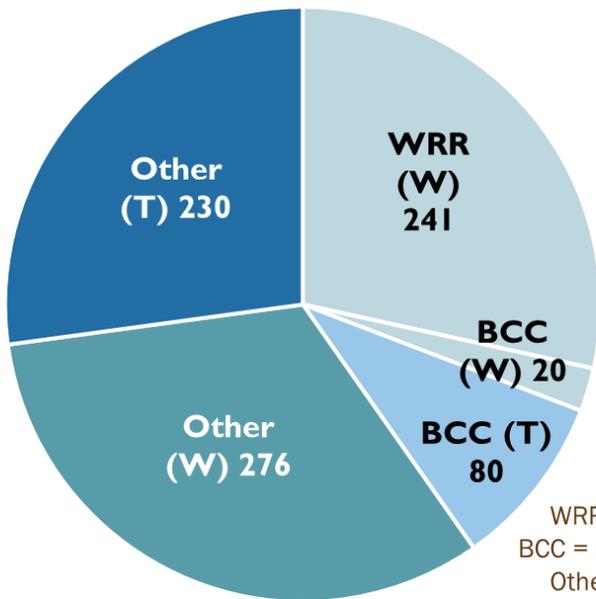


Key Scenario Indicators Summary: Boundary Option 3

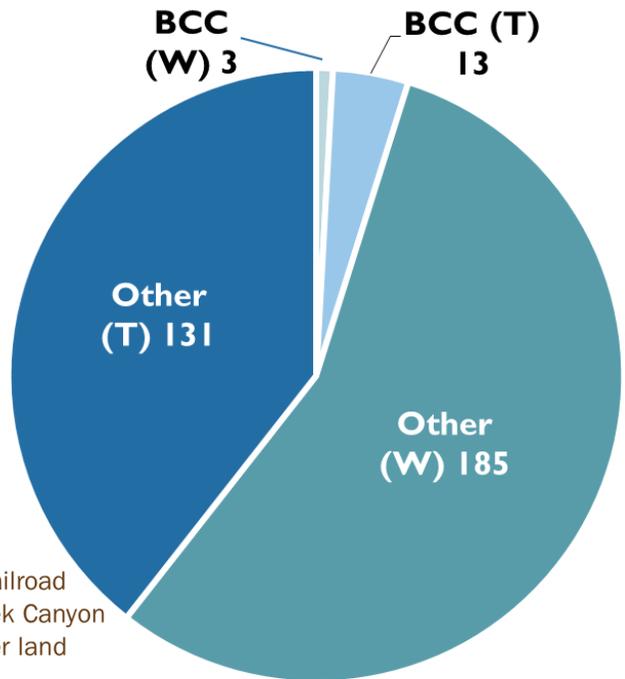
Using Envision Tomorrow, alternative scenarios are tested and refined, and then compared and evaluated based on their indicator performance. Indicators are the outputs of evaluation criteria which are created near the beginning of the scenario planning process. They generally reflect the guiding principles as well as previously adopted community goals. Indicators enable Envision Tomorrow users to tie the scenario results to the community values and guiding principles as well as communicate the benefits, impacts and tradeoffs of different policy choices and investments.

The indicators below help us understand the most recent boundary option, Boundary Option 3 (Attachment A) and what it could mean for the cities of Wilsonville and Tualatin.

Total Acres Added



Developable Acres

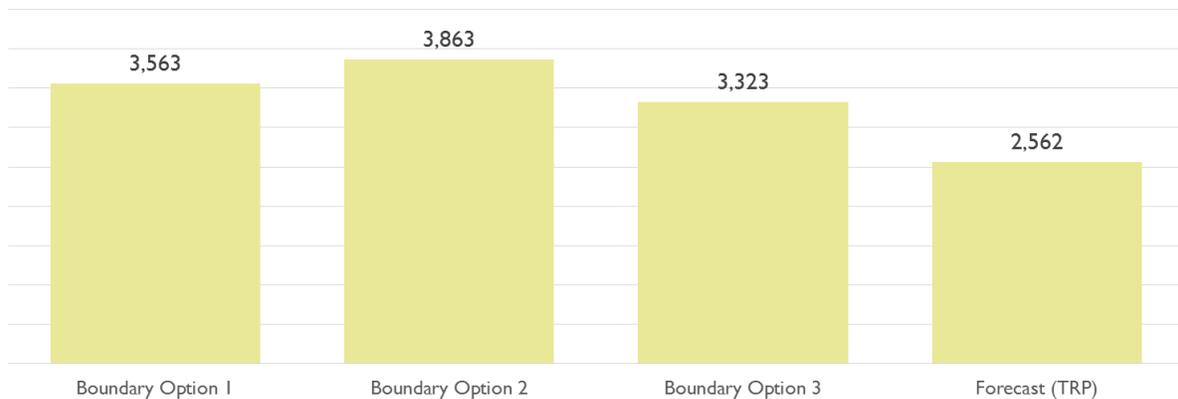


WRR = West Railroad
 BCC = Basalt Creek Canyon
 Other = All other land

Total land in full study area – 847 acres

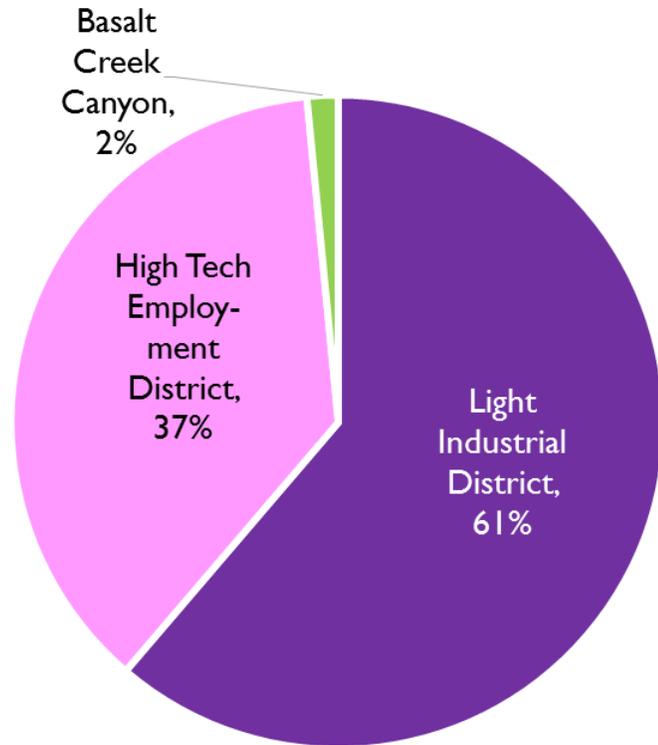
Total Vacant Developable land (excluding West Railroad) – 331 acres

Total Jobs Added

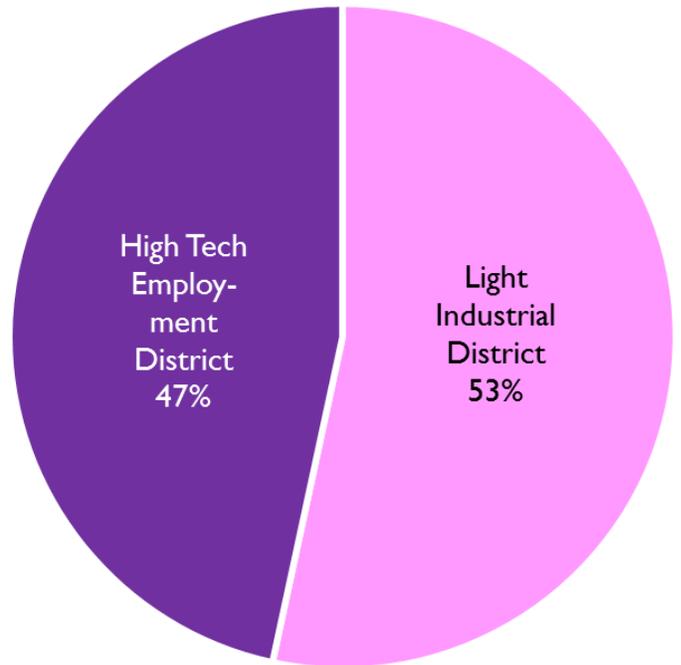


Wilsonville Land Use Mix

Employment Mix



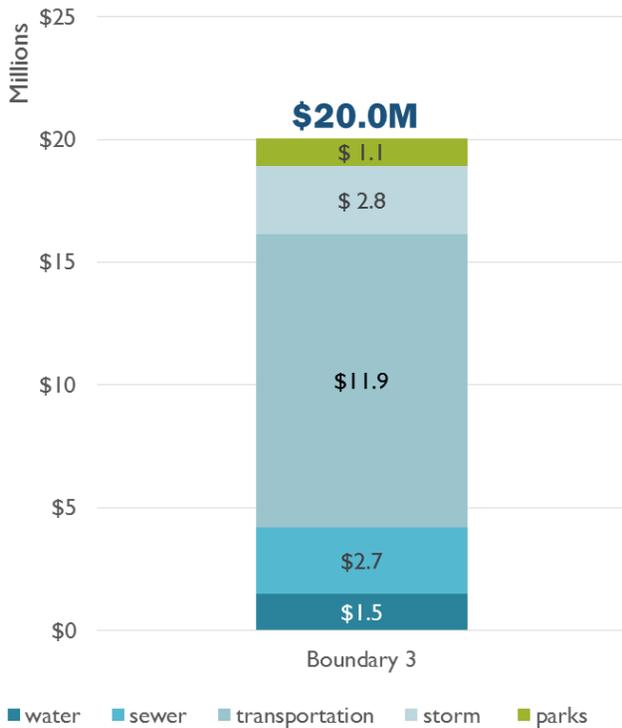
% of developable acres excluding West Railroad



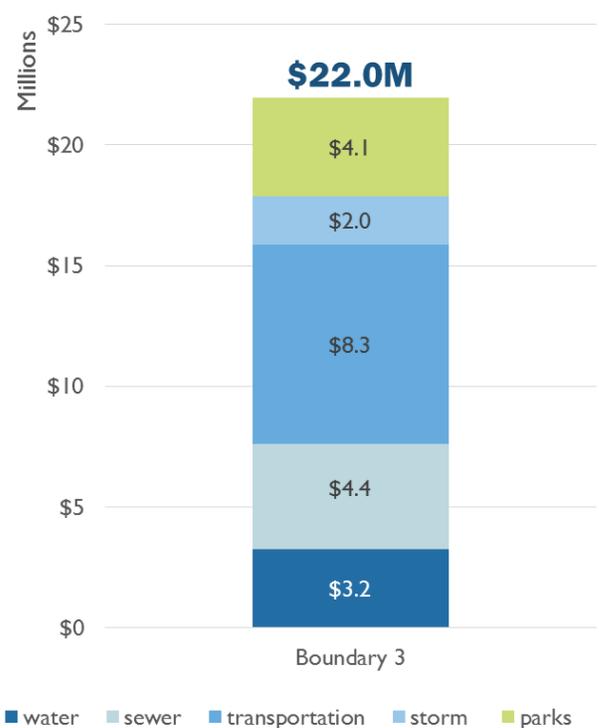
Total Jobs: 2,922

System Development Charges at Buildout (updated 8/11/15)

Wilsonville

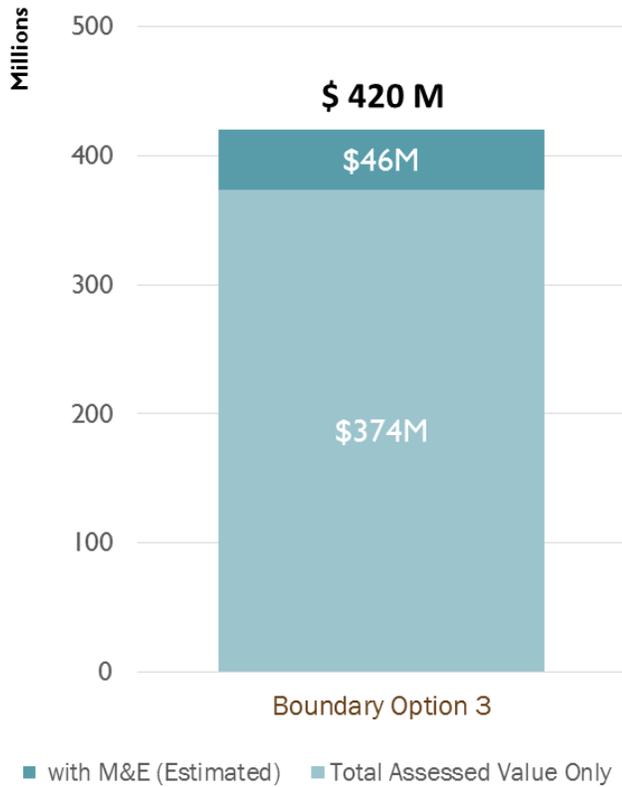


Tualatin

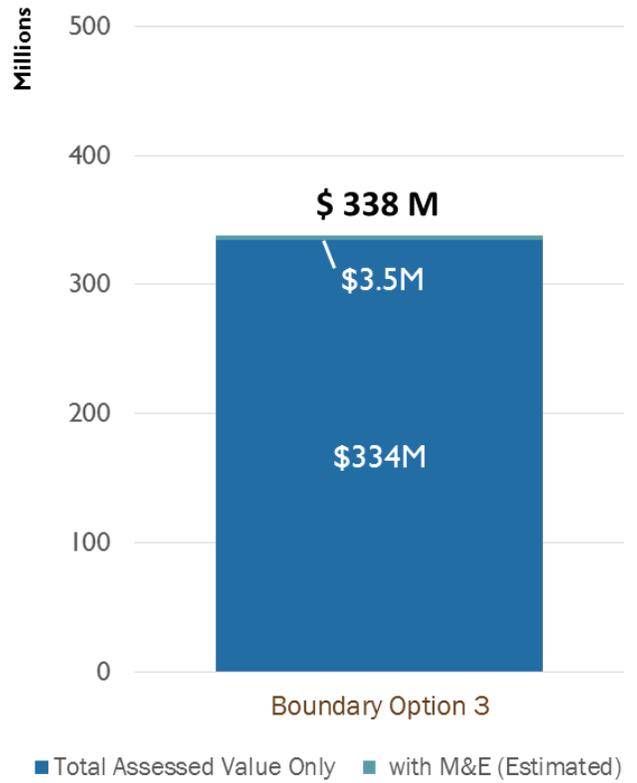


Assessed Value at Buildout

Wilsonville

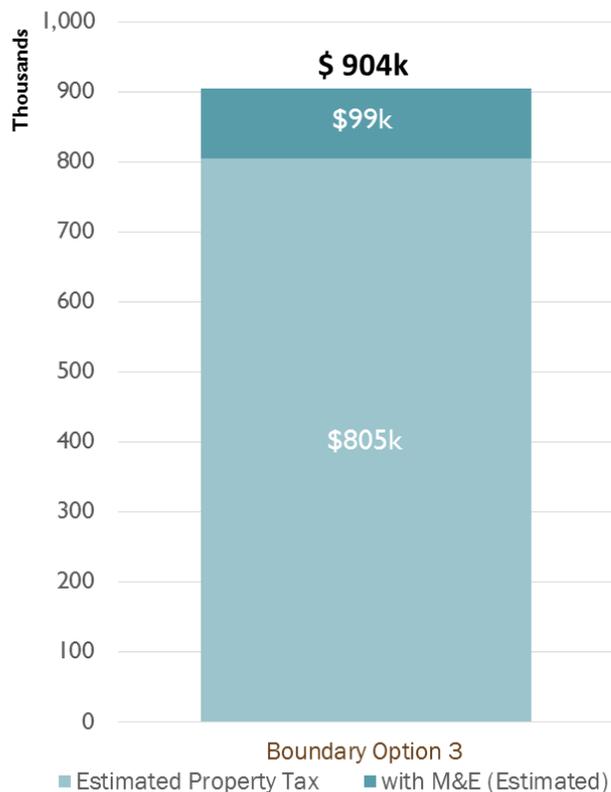


Tualatin

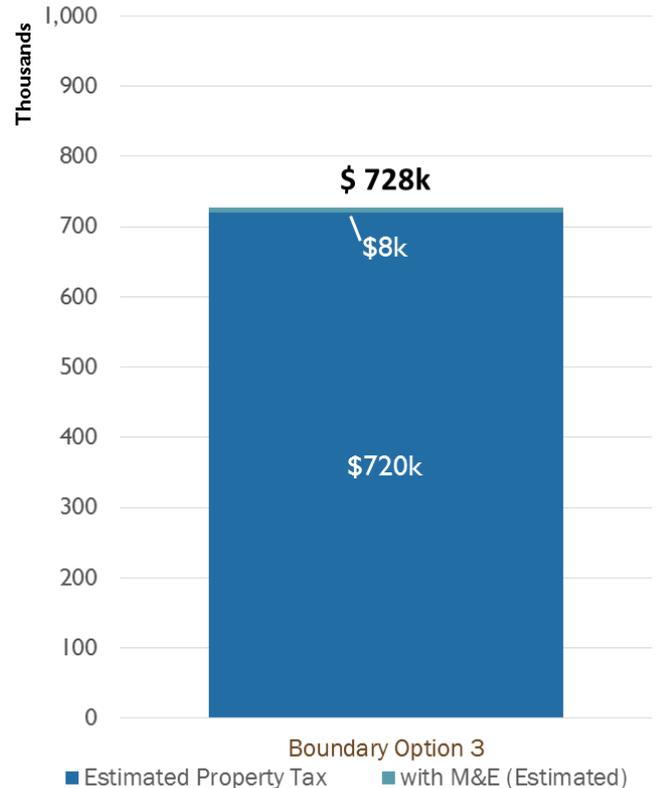


Annual Property Tax at Buildout

Wilsonville



Tualatin



Summary: Boundary Comparison

Indicators all dollar values shown in millions	Tualatin Option 1	Wilsonville Option 1	Tualatin Option 2	Wilsonville Option 2	Tualatin Option 3	Wilsonville Option 3
Developable Acres	201 ac	190 ac	155 ac	236 ac	144 ac	188 ac
WRR & BCC Acres*	10 ac	63 ac	12 ac	61 ac	13 ac	3 ac
Unconstrained Dev. Acres	191 ac	127 ac	143 ac	175 ac	131 ac	185 ac
Households	906	36	755	75	800	80
Jobs	1,600	2,000	1,000	2,800	400	2,900
Assessed Value	\$483 M	\$305 M	\$371 M	\$423 M	\$338M	\$420M
City Property Tax	\$1.0 M	\$0.7 M	\$0.8 M	\$1.0 M	\$0.7M	\$0.9M

CITY COUNCIL ROLLING SCHEDULE**Board and Commission Meetings 2015****Items known as of 08/06/15****AUGUST**

DATE	DAY	TIME	MEETING	LOCATION
8/17	Monday	7 p.m.	City Council Meeting	Council Chambers
8/24	Monday	6:30 p.m.	DRB Panel B	Council Chambers
8/26	Wednesday	6:30 p.m.	Library Board	Library

COMMUNITY EVENTS**Riverfox Neighborhood BBQ**

Riverfox Park
August 19, 5-7 p.m.

Wilsonville Farmers Market

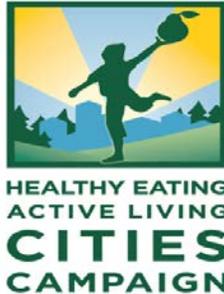
Thursdays– 4 p.m. to 8 p.m. at Sofia Park
WilsonvilleMarket.com

Clackamas County Fair & Rodeo

August 18 to 23,
Clackamas County Fair Grounds, Canby

Villebois Brewfest

August 22, 12-8 p.m.
Piazza Villebois



PROCLAMATION OF THE CITY OF WILSONVILLE SETTING FORTH CITY OF WILSONVILLE'S COMMITMENT TO PUT HEALTHY OPTIONS WITHIN REACH OF ALL RESIDENTS

WHEREAS, improving livability and community health are important goals; and

WHEREAS the nutrition and physical activity choices that individuals make for themselves and their families are influenced by their environment; and

WHEREAS local policies on land use & transportation, access to healthy food, and shared use determine whether options for healthy eating and active living are within reach of the people who live, work, go to school, play or worship in the city; and

WHEREAS high rates of costly chronic disease among both children and adults are correlated to environments with few or no options for healthy eating and active living; and

WHEREAS, The City of Wilsonville has adopted HEAL City Campaign policies reaffirming the City's commitment to making the City of Wilsonville a healthy and livable community by increasing venues that offer healthy options for children and by recognizing local businesses that provide healthier options for children; and on March 18, 2013 designating the City of Wilsonville as a HEAL City at the Level 3 (Fit) designation based upon the aforementioned HEAL Cities policies; and

WHEREAS, the City of Wilsonville has since adopted multiple HEAL policies including establishing pedestrian and bike friendly street design standards, establishing dedicated pathways for pedestrians and cyclists and addressing pedestrian and bike safety at crossings, along traffic corridors, on routes between residential areas and schools, and in other transportation projects.

NOW, THEREFORE, LET IT BE RESOLVED that the City Council hereby recognizes that joining the HEAL Cities Campaign has improved local livability and has had a positive impact on the community's health and well-being and recognizes that the City of Wilsonville through the adoption of three more HEAL policies has successfully met the HEAL City Campaign's criteria to be designated a HEAL City at the highest level, Level 4 (Fabulous) designation.

BE IT FURTHER RESOLVED that the City of Wilsonville staff shall continue to work with HEAL Cities Campaign Staff to explore further HEAL policies and to identify those policies that are suitable for the City's unique local circumstances.

Mayor Tim Knapp

Page 136 of 542
CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, July 20, 2015. Mayor Knapp called the meeting to order at 7:09 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp
Councilor Starr
Councilor Fitzgerald
Councilor Stevens
Councilor Lehan

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Mike Kohlhoff, City Attorney
Sandra King, City Recorder
Stephan Lashbrook, SMART Director
Kristin Retherford, Economic Development Manager
Holly Miller, IT Manager
Andrea Villagrana, HR Manager
Jon Gail, Community Relations Coordinator
Nancy Kraushaar, Community Development Director
Zach Weigle, City Engineer

Motion to approve the order of the agenda.

Motion: Councilor Starr moved to approve the order of the agenda. Councilor Stevens seconded the motion.

Vote: Motion carried 5-0.

MAYOR'S BUSINESS

Mayor Knapp shared that he attended the Korean War Memorial ceremony this past weekend honoring the 65th anniversary of the start of the Korean War.

The Mayor had received a letter from a citizen requesting that all fireworks of any sort be banned within the City due to the dry conditions. He thought this may be a topic for future discussion.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

Bruce Barton 7290 SW Wilsonville Road, thanked Mayor and Council for their service to the City of Wilsonville. Mr. Barton's home is located on Wilsonville Road below the road grade, and he is concerned about the vibrations and shaking of his home when heavy trucks travel north along Wilsonville Road. He noted the City's Engineering Department had previously attempted to find a solution to the problem; however, the replacement of concrete with asphalt did not cure the matter completely. Mr. Barton is requesting the City look further into stopping the vibration of his home from heavy truck traffic. Mr. Barton submitted his comments in writing, which have been made part of the record.

Mr. Cosgrove would ask staff to compile the correspondence so he could learn fully about the issue and then bring the topic back to the Council. He was unsure what costs would be for repairs.

COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

Council President Starr – (Park & Recreation Advisory Board Liaison) did not have a Parks and Recreation Board report. The Councilor noted the water deck fountains in Town Center Park and Murase Plaza have been heavily used due to the hot weather. The Chamber of Commerce is still searching for a new CEO. Councilor Starr invited the public to participate in the Kiwanis Kids Fun Run.

Councilor Fitzgerald – (Development Review Panels A & B Liaison) announced the weekly Thursday Farmers Market in Sophia Park in Villebois. She reported DRB, Panel A approved a resolution to allow 31 row homes to be built in Villebois and she announced the next meeting dates of the DRB Panels.

Councilor Stevens – (Library Board and Wilsonville Seniors Liaison) reported the Library Board will meet later this week. The Councilor announced the Wilsonville Community Seniors Inc. has a new board member who learned about the volunteer opportunity through their participation in the Leadership Academy. She invited the public to take part in the Trolley Tours, and in the Movies in the Park.

Councilor Lehan– (Planning Commission and CCI Liaison) announced the results of the last Planning Commission, and the next Planning Commission meeting date. She welcomed the public to participate at the dedication of the new Murase Park Playground structure on July 23rd and invited the community to the annual Fun in the Park event set for August 1. The Councilor announced the Graham Oaks Park event was well attended.

CONSENT AGENDA

Mr. Kohlhoff read the title of the Consent Agenda item for the record.

A. **Resolution No. 2545**

A Resolution Of The City Of Wilsonville Acting As The Local Contract Review Board Authorizing The Sough Metro Area Regional Transit Department (SMART) To Purchase A Technology Package To Enhance The Efficiency Of Both Fixed-Route And Paratransit Services.

Motion: Councilor Fitzgerald moved to adopt the Consent Agenda. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0

PUBLIC HEARING

The City Attorney read Ordinance No. 770 by title only on first reading.

- A. **Ordinance No. 770** - 1st and 2nd reading
An Ordinance Amending Wilsonville Code, Section 2.420(1); and Declaring An Emergency

Mayor Knapp presented the hearing format and called the hearing to order at 7:35 p.m.

Mr. Kohlhoff provided the staff report. The City Council will be determining whether to refer a vote on forming a new Coffee Creek Urban Renewal District. Urban Renewal is complex and it is difficult to write a short, concise summary for forming a Urban Renewal District in 175 words (state standard for City elections where none have been adopted), let alone in 150 words (current City standard). The proposed ballot title has a summary using the 175 word standard. The 150 word limitation in the City's code does not limit the 150 words to the summary, but has been interpreted to apply to the summary. It is confusing to deal with these two standards and the state form under ORS 250.035 (1) for ballot tile is generally followed by most cities. The ballot title for a referral must conform to the City special election standard and it makes sense in times when we use the state's election dates for City measures to conform to the state standards.

In order to do so, the City standard must be amended before submittal of the ballot title to the county election official. Time is of the essence for a submittal in August to get on the November election which general attracts more voters. The public interest is better served by having greater public participation and given the combination of time being of the essence, referring a mater so more voters can voice their opinion, and using a summary that can more fully, yet concisely and impartially explain this particular urban renewal district formation supports a declaration of emergency.

Mayor Knapp invited public testimony, hearing none he closed the public hearing at 7:39 p.m.

Motion: Councilor Lehan moved to adopt Ordinance No. 770 on first reading. Councilor Fitzgerald seconded the motion.

Vote: Motion carried 5-0.

Mr. Kohlhoff read Ordinance No. 770 by title only for **second** reading.

Motion: Councilor Lehan moved to adopt Ordinance No. 770 on second reading.
Councilor Fitzgerald seconded the motion.

Vote: Motion carried 5-0.
Councilor Starr – yes
Councilor Fitzgerald - yes
Councilor Stevens - yes
Councilor Lehan - yes
Mayor Knapp - yes

NEW BUSINESS

- A. **Resolution No. 2549** *Continued to the August 3rd Council Meeting.*
A Resolution Referring To The Voters Whether A Coffee Creek Urban Renewal District Should Be Formed.

Mayor Knapp said staff has requested the continuance of this resolution to the next Council meeting to allow additional work to be done by the consultants.

Motion: Councilor Lehan moved to continue Resolution No. 2549 to a date certain of the August 3, 2015 Council Meeting. Councilor Fitzgerald seconded the motion.

Vote: Motion carried 5-0

- B. **Resolution No. 2547**
A Resolution Of The City Of Wilsonville Amending Resolution No. 2512 And Authorizing Acquisition Of Property And Property Interests Related To The Construction Of The Kinsman Road Extension Project From Barber Street To Boeckman Road.

Mr. Kohlhoff read Resolution No. 2547 into the record by title.

Ms. Retherford prepared the following staff report. On February 19, 2015 City Council adopted Resolution No. 2512 authorizing the acquisition of property needed for the Kinsman Road Extension project (from Barber Street to Boeckman Road) and to exercise the use of condemnation if necessary. Subsequently, it has been determined that additional property is need from Oldcastle Precast, Inc. and from Charles F. Breuer. Engineering refinements show that an additional 385 square feet of right-of-way and 1,862 square feet of permanent slope easement are needed from Oldcastle Precast, Inc.

Additionally, the final design roadway alignment requires additional acquisition from property owned by Charles F. Breuer than was anticipated in Resolution No. 2512. The additional area comprises the remainder of the parcel which the City must offer to purchase since it will be left

without access to Kinsman Road. This undeveloped property is currently accessed by an easement over neighboring property.

As this is a federalized project, the City must satisfy all FHWA right-of-way practices including right-of-way certification through ODOT. Consequently, Resolution No. 2547 includes Council authorization to use condemnation to acquire the needed property interests.

Staff has contracted with an appraiser and appraisals are currently being developed for all currently approved acquisitions. The appraisal assignment will be updated and modified with these additional legal descriptions.

The Breuer property acquisition is not for right-of-way, but because access cannot be provided to the property after the road project is completed due to lane configuration, engineering spacing standards for turns and the area is predominately wetlands. Because the City is leaving the Breuer's with an isolated remnant the City will appraise the land and make an offer to purchase that piece as well, which the City would be obligated to do either up front or, if the parcel is proven to be an uneconomic remnant – which it would be due to the lack of access, the City would still have an obligation to purchase it. Staff thought it made sense to make the initial offer to Mr. Breuer.

The initiation of acquisitions at this time is in preparation for a May 2016 bid date.

Project #4004 is funded through Street System Development Charges in the amount of \$936,900, and the Oregon State Transportation Improvement Program (STIP) in the amount of \$2,830,000, for a total FY 2015-16 budget of \$3,766,900, for final design and property acquisition.

Using a PowerPoint slideshow Ms. Retherford identified the property acquisition locations and indicated the previous alignment compared to the revised alignment proposed in the resolution. Zach Weigel, project manager for the Kinsman Road extension, identified the slope easements, and right-of-way locations on the PowerPoint.

Referring to Exhibit B in the packet Councilor Starr asked for the rational on why the City would purchase the piece.

Ms. Retherford explained the property currently takes it access over an easement across the Oldcastle property. After the new road is built there will no longer be any access to the Breuer property since typically this property would be served via access from the new road. In this situation we are not able to provide them with an access from the new road. Because we are not able to provide them with an access and we are severing their parcel and leaving them with a remainder piece that essentially has no value.

Councilor Starr asked if access could be gained from the far south piece the City would be purchasing.

Mr. Weigel said there was not be enough room to contain any traffic movements within their site without an easement from Oldcastle.

Ms. Retherford added the City cannot condemn across one private property to benefit another private property.

Mayor Knapp asked for clarification. If their access to that property is through an easement across somebody else's property now, why can't their access be the same easement?

Ms. Retherford said if Mr. Breuer were left with the remainder piece, and he came to the City and wanted to develop something on the property, and he had an easement access here, which is for a farm purpose, this would not give him access rights for industrial purposes and he would need an access from the public right-of-way for that sort of development, or to develop in any capacity. Ms. Retherford described the areas that are wetlands and upland forest with the majority of the property in the SROZ.

Mayor Knapp asked the City Attorney if the City was obligated to purchase the property.

Ms. Retherford said for Mr. Breuer to put a road through this portion of his property he would have to go through the same permitting processes the City has to go through, and there is no guarantee that the permits would be approved. If they were approved, Mr. Breuer would then go through the City's development process which would look at access and where the driveway approach would be located. Traffic engineering would not allow a driveway in most of these areas, and he couldn't make a turning maneuver solely on his property, he would have to acquire some sort of easement from the adjoining property to access it.

The City could not acquire an easement for Mr. Breuer's benefit and use condemnation to do so; due to the ODOT process. The City has certain steps when going through an ODOT process, one is to have a condemnation resolution, and the City has to have them review and certify all of the right-of-way acquisitions. The City cannot condemn against one property to benefit a neighboring property. We also cannot leave somebody with an uneconomic remnant that results from our project.

The Mayor asked if the City had to have the authorities, or did the City have to use the authority after we have them. Once the City has the authority could the City pursue a pragmatic solution to the situation?

Ms. Retherford said the City has to have possession of all of the right-of-way that is needed for the project in time to certify the project in January.

Ms. Retherford added when the City was first looking at the piece with the appraiser, Ms. Jacobson, and Engineering staff to determine whether or not there would be any remaining economic value without having access, it seemed a foregone conclusion that without access there is no economic value. There is no assemblage value to this property given the wetland issue. An appraiser could approach it in two ways: to value and appraise the whole and assume the City is buying it all, and the second approach would be to value and appraise this piece needed for the project and look at any damages to the remainder. If those damages exceed the economic value of the remainder, the appraiser would determine there is not enough economic value in that remnant, and should the City put the property owner through the exercise of doing that full

analysis when there is no access. The appraiser would value the property based on the conditions of the wetlands, the SROZ, and the other development limitations as well as the costs to fill the area, and going through a wetland permitting process compared to the development potential.

Councilor Starr asked if there was value to having a right in and right out only access.

Mr. Weigle said there are access spacing standards that must be met on this type of facility. As an alternative truck route through the west side, we want to make sure the access spacing meets established standards so traffic conflicts are not created. Future access to Oldcastle and WES are the major access points, and the BPA tower. The City had to demonstrate that this is the only location and alignment that works in this area for the roadway. It took over a year to get approval for the project.

Mayor Knapp commented all of which suggests a private individual seeking to build a commercial enterprise on the parcel will have a significant bar to achieve, and the cost of doing that relative to the value of the parcel. The Mayor thought it would be best for the City to acquire the property after hearing the logic.

Motion: Councilor Fitzgerald moved to adopt Resolution No. 2547. Councilor Stevens seconded the motion.

Councilor Starr understood Council was authorizing the appraisal of the property with adoption of the Resolution.

Ms. Retherford said adoption of the resolution would allow the City to move forward with the appraisal of the two sites to determine what the value would be.

Vote: Motion carried 5-0

C. **Resolution No. 2546**

A Resolution Of The City Of Wilsonville Authorizing A Memorandum Of Understanding Between The City Of Wilsonville, The City Of Hillsboro, And The Tualatin Valley Water District Regarding Placement Of Water Transmission Pipeline In Kinsman Road During Upcoming Construction.

Mr. Kohlhoff read Resolution No. 2546 into the record by title and presented the staff report.

The MOU is a cooperative agreement that allows the City of Hillsboro and Tualatin Valley Water District to take advantage of the City's construction of a segment of Kinsman Road to coordinate the construction of a segment of a large water transmission line that is proposed to go from Hillsboro through Wilsonville to the Willamette Water Treatment Plant. The target date for the full pipeline project to transmit water is 2026. Because this placement would occur before the right-of-way fee has been determined, as well as other matters, the MOU is intended to memorialize the risks, respective responsibilities, and set the table for a future agreement on right-of way fees that would include this segment. The time frame to put the future agreement in

place is before bid opening of this project, which is scheduled for May 26, 2016.

Cooperation between the parties allows a segment of the pipeline to be constructed at the same time of construction of a new segment of Kinsman Road, rather than at a later date would necessitate tearing up the new road segment. The MOU provides for expectations to be clearly set forth as to risks, responsibilities and a time frame for determining right-of way fees.

Various timelines to accomplish bid opening by May 26, 2016 are provided in Exhibit C to the MOU. The Kinsman Road project is, in part, federally funded through ODOT. The timelines that are outlined are those necessary to have the project fully designed and permitted by the applicable governmental agencies in order to begin construction in the summer of 2016.

The MOU is designed to be cost neutral to the City for including the waterline segment for construction and to provide for a future agreement for a right-of-way fee.

There has been community outreach in the form of two focus groups, a public forum, and presentations to the Council regarding the pipeline routing. The MOU is scheduled to be adopted at a public meeting.

The placement of the pipeline section in Kinsman Road now will have less of a public impact than if done after the road is constructed. This segment is part of an overall pipeline project which will impact the public and the City's right-of ways and, in return, provide right-of way fees that will compensate Wilsonville taxpayers and rate payers for the use of the right-of-ways and the impacts involved. It is also part of an overall discussion regarding expanding the water treatment plant and being part of a regional water governing body that may benefit ratepayers and provide a greater voice in stewardship of the Willamette River.

Not allowing construction was a consideration. However, it was not a reasonable solution as the construction of the Kinsman Road project was scheduled for the summer of 2016. The MOU is designed to hold that construction date and have Hillsboro and TVWD bear the cost risks of any delay due to their water project.

Mayor Knapp confirmed when looking at the location for this waterline this location was the most advantageous to the City of Wilsonville.

Motion: Councilor Lehan moved to adopt Resolution No. 2546.
Councilor Starr seconded the motion.

Councilor Fitzgerald said one of the last provisions in the resolution reads, "Users acknowledge that Wilsonville may impose terms, conditions, and fees for the use of the rights-of-way and property in a future agreement and Parties intended to negotiate in good faith the terms, conditions, and fees for use of the rights-of-way and property in a future agreement;"

Vote: Motion carried 5-0

D. **Resolution No. 2548**

A Resolution Adopting Collective Bargaining Agreement Between The City Of Wilsonville And SEIU Local 503

Mr. Kohlhoff read the title of Resolution No. 2548 into the record.

Ms. Troha presented the staff report. The Collective Bargaining Agreement with SEIU Local 503, OPEU Transit expired June 30, 2015. The City began bargaining with the union in February 2015. The collective bargaining process concluded on June 26, 2015 with a tentative agreement pending ratification by the union and approval by the City Council. SEIU Local 503 ratified the agreement on July 14, 2015 by a large margin.

The proposed collective bargaining agreement begins on July 1, 2015 and ends on June 30, 2017. The contract is within the City's 5 year financial forecast and within market comparisons with other comparable transit entities. Below is a summary of the compensation provisions for the proposed agreement:

Wage Adjustment	SEIU	
July 1, 2015	2.0%	
July 2, 2016	2.0%	
Health Insurance Cost Share	City Cost	Employee Cost
	90%	10%

The collective bargaining agreement is within the projected resources of the City's 5-Year Financial Forecast. As stated in the Proposed Budget, funds were not specifically budgeted in personnel accounts, but held back in contingency funds, because negotiations were underway. Now that negotiations are complete, Finance staff will evaluate the impacts and, if necessary, propose a budget adjustment to transfer funds from contingency to the appropriate accounts. The contract is in line with the market communities. The agreement is for two years due to anticipated PERS increases.

Motion: Councilor Stevens moved to adopt Resolution No. 2548. Councilor Fitzgerald seconded the motion.

Mayor Knapp expressed his appreciation to the members of SEIU Local.

Vote: Motion carried.

CITY MANAGER'S BUSINESS

Mr. Cosgrove noted there will be an August 17th Council meeting.

LEGAL BUSINESS

No report.

Page 145 of 542
CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

ADJOURN

Mayor Knapp adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: August 17, 2015</p>	<p>Subject: Ordinance No. 773, 774, and 775 Annexation from Clackamas County to City of Wilsonville, Ordinance No. 773; Comprehensive Plan Map Amendment from Clackamas County - Agriculture to Public, Ordinance No. 774; and Zone Map Amendment from Clackamas County EFU to Public Facility (PF) for West Linn – Wilsonville School District Owned Property, Ordinance 775.</p> <p>Staff Members: Blaise Edmonds, Manager of Current Planning Department: Planning Division</p>	
<p>Action Required</p>	<p>Development Review Board Recommendation</p>	
<p><input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: <input checked="" type="checkbox"/> Ordinance 1st Reading Date: August 17, 2015. <input checked="" type="checkbox"/> Ordinance 2nd Reading Date: September 10, 2015 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable</p> <p>Comment: Following their review at the July 27, 2015 meeting, the Development Review Board, Panel B recommends approval of Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment for the subject property. The DRB approved Stage I Preliminary Plan is included for reference.</p>	
<p>Staff Recommendation: Staff recommends that the City Council adopt Ordinance No’s 773, 774, and 775.</p>		
<p>Recommended Language for Motion: In three separate motions, I move to adopt Ordinance No’s 773, 774, and 775 on the 1st reading.</p>		
<p>PROJECT / ISSUE RELATES TO: Annexation, Comprehensive Plan Map and Zone Map Amendments.</p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities Goal 1: Quality Education</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL: Approve, modify, or deny Ordinance No's: 773, 774 and 775 on approximately 40 acres located at the south side of Advance Road and the west side of 60th Avenue.

EXECUTIVE SUMMARY: West Linn – Wilsonville School District (applicant and owner) is seeking to annex 40 acres which would enable them to pursue development applications for a middle school and a primary school (30 acres), and to partition out 10 acres for a future city park. Annexation Ordinance no. 773 is consistent with Comprehensive Plan Map Amendment Ordinance No. 774 and Zone Map Amendment Ordinance No. 775. Annexation, comprehensive plan mapping and rezoning of the subject property is proposed to begin laying the foundation for future development applications for two public schools and at a later date, a city park. The District proposes to construct a Middle School over the next two years, with a target opening date of September, 2017.

EXPECTED RESULTS: Adoption of Ordinance No's: 773, 774 and 775.

TIMELINE: Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment will be in effect 30 days after the ordinances are adopted.

CURRENT YEAR BUDGET IMPACTS: None. Construction would begin of the middle school in 2016.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____, Date: _____, 2015

LEGAL REVIEW / COMMENT:

Reviewed by: MEK, Date: August 6, 2015

Ordinances approved as to form.

COMMUNITY INVOLVEMENT PROCESS: The required public hearing notices have been sent.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Potential Impacts: Transportation improvements (including signalized Stafford/ Wilsonville/ Boeckman/ Advance Roads intersection and future reconstruction to urban standards of Advance Road (phased) and SW 60th Avenue (with primary school or city park) will require transfer of road authority, annexation, and right-of-way acquisitions. Build out of Frog Pond west neighborhood and the school site with both schools will require upsizing the Boeckman Creek sanitary sewer trunk.

Benefit: This request helps meet City Council Goal 1; Quality Education. The school district has indicated that there is immediate need to have a new middle school open beginning in the 2017 school year. Approval of the proposed ordinances would begin laying the foundation for a development application for the middle school. Also planned is a primary school and a city park.

ALTERNATIVES: There are no feasible alternatives.

CITY MANAGER COMMENT:

EXHIBITS AND ATTACHMENTS:

Annexation Ordinance No. 773

- Attachment 1, Legal Description and Survey Map
- Attachment 2, Map Depicting Annexation
- Exhibit A - Annexation Findings, August 4, 2015.
- Exhibit B - DRB Resolution No. 309
- Exhibit C - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
- Exhibit D – July 27, 2015 DRB Minutes
- Exhibit E – Petition to annex.

Comprehensive Plan Map Amendment Ordinance No. 774

- Attachment 1, Legal Description and Survey Map
- Attachment 2, Map Depicting Comp. Plan Map Amendment
- Exhibit A - Zone Map Amendment Findings, August 4, 2015.
- Exhibit B - DRB Resolution No. 309
- Exhibit C - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
- Exhibit D – July 27, 2015 DRB Minutes

Zone Map Amendment Ordinance No. 775

- Exhibit A - Zoning Order DB15-0048.
- Attachment 1, Legal Description and Survey Map
- Attachment 2, Map Depicting Zone Amendment
- Attachment 3, Legal Description and Survey Map for SROZ
- Exhibit B Zone Map Amendment Findings, August 4, 2015.
- Exhibit C - DRB Resolution No. 309
- Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
- Exhibit E – July 27, 2015 DRB Minutes

ORDINANCE NO. 773

AN ORDINANCE OF THE CITY OF WILSONVILLE ANNEXING APPROXIMATELY 40 ACRES OF LAND LOCATED AT THE SOUTH SIDE OF ADVANCE ROAD AND THE WEST SIDE OF SW 60TH AVENUE INTO THE CITY LIMITS OF THE CITY OF WILSONVILLE, OREGON. THE LAND IS MORE PARTICULARLY DESCRIBED AS TAX LOTS 2000, 2300, 2400 AND 2500 OF SECTION 18, T3S, R1E, CLACKAMAS COUNTY, OREGON, WEST LINN – WILSONVILLE SCHOOL DISTRICT, OWNER.

WHEREAS, consistent with ORS 222.111 (2) a proposal for annexation was initiated by petition by the owner of real property in the territory to be annexed, a copy of the petition is on file with the City Recorder;

WHEREAS, written consent has been obtained from the only owner of the land and the only elector in the territory proposed to be annexed, a copy of which is on file with the City Recorder; and

WHEREAS, the land to be annexed is within the Urban Growth Boundary and a copy of the legal description and survey is attached as Attachment 1 and a locational map is attached as Attachment 2, and both are incorporated by reference as if fully set forth herein; and

WHEREAS, the land to be annexed is contiguous to the City and can be served by City services; and

WHEREAS, ORS 227.125 authorizes the annexation of territory based on consent of the only owner of the land and a majority of electors within the territory and enables the City Council to dispense with submitting the question of the proposed annexation to the electors of the City for their approval or rejection; and

WHEREAS, Panel B of the Development Review Board considered the annexation and after a duly advertised public hearing held on July 27, 2015 recommended City Council approve the annexation; and

WHEREAS, on August 17, 2015, the City Council held a public hearing as required by Metro Code 3.09.050 and received testimony and exhibits including Exhibit A, Annexation Findings and Conditions PFA 1, August 4, 2015; Exhibit B, DRB Resolution 309, Exhibit C, Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July

27, 2015 and the application on compact disc; and Exhibit D, July 27, 2015 DRB-B Minutes; and

WHEREAS, reports were prepared and considered as required by law; and notice was duly given, the Council finds that the annexation is not contested by any party, neither before the DRB or at the City Council hearing, therefore, the City Council finds that it is not necessary to submit the matter to the voters and does hereby favor the annexation of the subject tract of land based on findings and conclusions attached hereto by reference as Exhibit C, Development Review Board’s recommendation to City Council, which the Council adopts; and

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

Section 1. The above recitals are fully incorporated herein. The tract of land legally described and surveyed on a map in Attachment 1 and located on a map Attachment 2 is declared annexed to the City of Wilsonville.

Section 2. The findings, conclusions and Condition of Approval PFA 1 incorporated in Exhibit A are adopted. The City Recorder shall immediately file a certified copy of this ordinance with Metro and other agencies required by Metro Code Chapter 3.09.050(g) and ORS 222.005. The annexation shall become effective upon filing of the annexation records with the Secretary of State as provided by ORS 222.180.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 17th day of August 2015, and scheduled for a second reading at a regular meeting of the Council on the 10th day of September 2015, commencing at the hour of 7:00 P.M. at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of September, 2015 by the following votes:

Yes:____ No: ____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this _____ day of September, 2015.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp -
Council President Starr -
Councilor Fitzgerald -
Councilor Stevens –
Councilor Lehan -

Exhibits and Attachments:

Attachment 1, Legal Description and Survey Map
Attachment 2, Map Depicting Annexation
Exhibit A - Annexation Findings and Condition PFA1, August 4, 2015.
Exhibit B - DRB Resolution No. 309
Exhibit C - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
Exhibit D – July 27, 2015 DRB Minutes

LEGAL DESCRIPTION
ADVANCE ROAD SITE
WEST LINN WILSONVILLE SCHOOL DISTRICT

#6729
5/6/15 MAR

EXHIBIT "A"

A TRACT OF LAND LOCATED IN THE NORTHWEST ONE-QUARTER OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING DESCRIBED AS FOLLOWS:

PARCEL 1

BEGINNING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 727.84 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO WAYNE G. LOWRIE AND SHIRLEY L. LOWRIE, TRUSTEES OF THE LOWRIE FAMILY TRUST, RECORDED IN MAY 3, 1991, IN DOCUMENT NO. 91-20213, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE BOUNDARY OF SAID LOWRIE TRACT THE FOLLOWING TWO (2) COURSES: N.89°38'52"W., 368.48 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.00°05'22"W., 250.00 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE N.89°38'52"W., 859.47 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER" A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS COUNTY; THENCE ALONG THE EAST LINE OF SAID TRACT "C", N.00°11'43"W., 489.70 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAMP STAMPED "COMPASS ENGINEERING" AT THE SOUTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO FAY A. GYAPONG, RECORDED MARCH 3, 2014 IN DOCUMENT NO. 2014-011271, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE SOUTH AND EAST LINES OF SAID TRACT THE FOLLOWING TWO (2) COURSES: S.89°44'47"E., 451.06 FEET TO A 5/8" DIAMETER IRON ROD; THENCE N.00°09'47"W., 487.18 FEET TO THE NORTH LINE OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN; THENCE ALONG SAID NORTH LINE, S.89°39'47"E., 781.46 FEET TO THE POINT-OF-BEGINNING, CONTAINING 890812 SQUARE FEET (20.45 ACRES) MORE OR LESS.

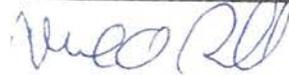
TOGETHER WITH THE FOLLOWING DESCRIBED TRACT:

PARCEL 2

COMMENCING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 977.84 FEET TO THE POINT-OF-BEGINNING; THENCE CONTINUING ALONG SAID 1/16TH LINE, S.00°05'22"W., 649.73 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO PAUL J. SORBETS, TRUSTEE UNDER REVOCABLE TRUST OF PAUL J. SORBETS, DATED APRIL 10, 1986, OR HIS SUCCESSOR IN TRUST, RECORDED JUNE 1986, IN DOCUMENT NO. 86-22050, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE NORTH LINE OF SAID SORBETS TRACT, N.89°54'22"W., 1439.83 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER", A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS

COUNTY; THENCE ALONG THE BOUNDARY OF SAID TRACT "C" THE FOLLOWING THREE (3) COURSES: N.00°11'43"W., 316.77 FEET TO A POINT FROM WHICH A 1-1/4" DIAMETER IRON PIPE BEARS N.89°52'18"W., 0.14 FEET; THENCE S.89°52'18"E., 214.39 FEET TO A 8"X12" STONE, MARKED WITH AN "X"; THENCE N.00°03'56"W., 338.64 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.89°38'52"E., 1227.95 FEET TO THE POINT-OF-BEGINNING, CONTAINING 868429 SQUARE FEET (19.94 ACRES) MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 16, 1987
MICHAEL A. RADEMACHER
2303

DATE OF SIGNATURE: 5-11-15

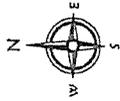
EXPIRES: 12/31/2016

SN2011-127 sheet 2 of 4

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON

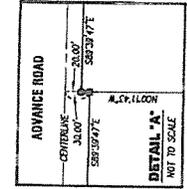
AUGUST 8, 2011 SCALE: 1" = 100'
SHEET 2 OF 4



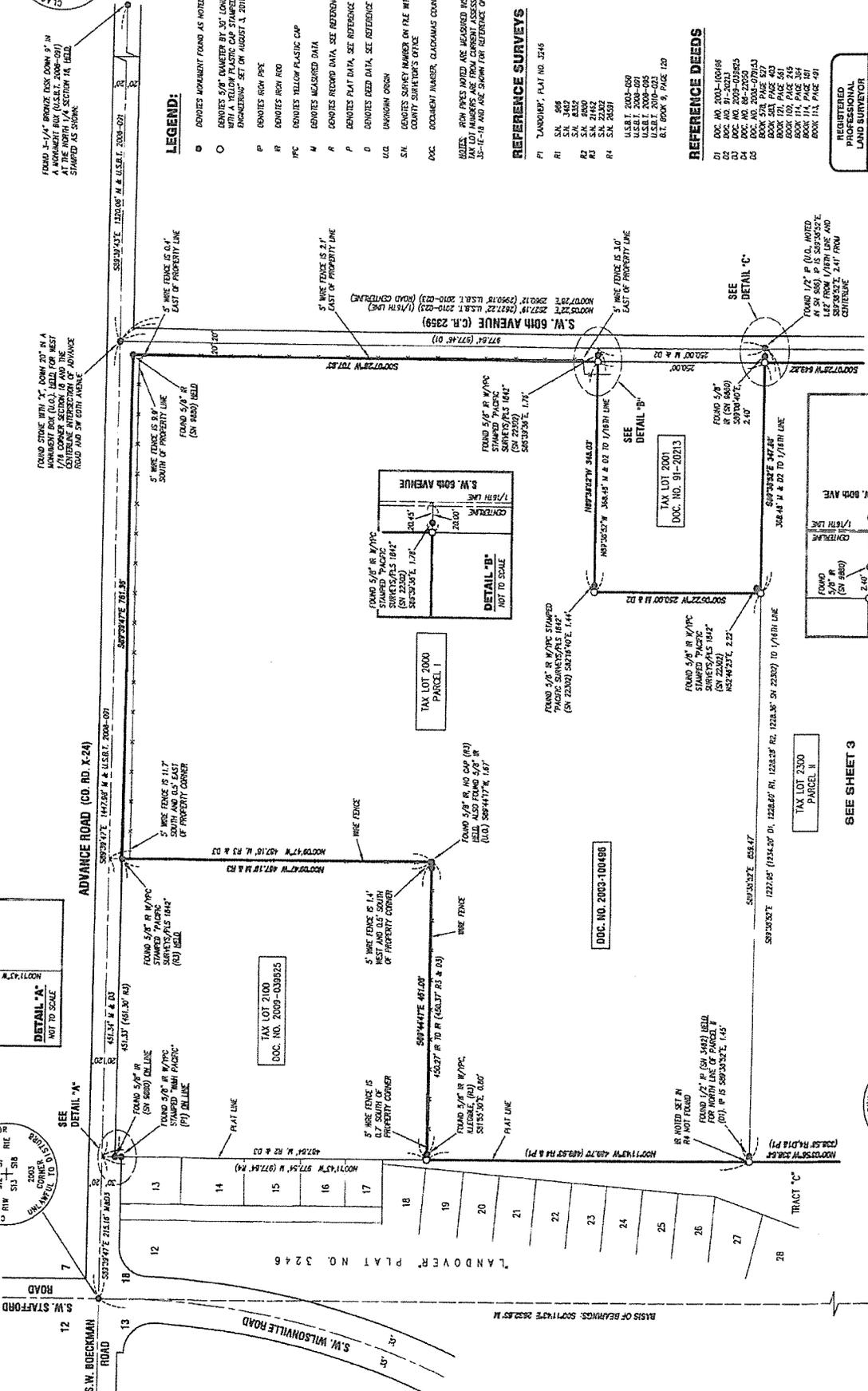
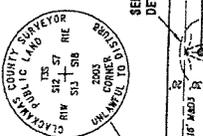
Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127



FOUND 3-1/4" BRONZE DISK DOWN IN
A WORKSET BOX (U.S.E.T. 2008-091)
AT THE NORTHWEST CORNER
SECTION 18, FIELD STAMPS AS SHOWN.



FOUND 3-1/4" BRONZE DISK DOWN IN A WORKSET BOX (U.S.E.T. 2008-091) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPS AS SHOWN.



LEGEND:

- DENOTES MONUMENT FOUND AS NOTED
- DENOTES 5/8" DIA. IRON ROD WITH PLASTIC CAP AND STAMPED COMPASS ENCLAVING SET ON AUGUST 4, 2011
- P DENOTES IRON PIPE
- R DENOTES IRON ROD
- IPC DENOTES YELLOW PLASTIC CAP
- M DENOTES MEASURED DATA
- R DENOTES RECORD DATA, SEE REFERENCE SURVEYS
- P DENOTES PLAT DATA, SEE REFERENCE DEEDS
- D DENOTES DEED DATA, SEE REFERENCE DEEDS
- U.C. UNKNOWN ORIGIN
- S.M. DENOTES SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- D.C. DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTE: IRON PIPES NOTED ARE MEASURED INSIDE DIAMETER. IRON RODS NOTED ARE MEASURED INSIDE DIAMETER. 3/4"-1/4" AND ARE SHOWN FOR REFERENCE ONLY.

REFERENCE SURVEYS

- P1 LANDLORD, PLAT NO. 2346
- R1 S.N. 898
- R2 S.N. 3403
- R3 S.N. 890
- R4 S.N. 2182
- R5 S.N. 2627

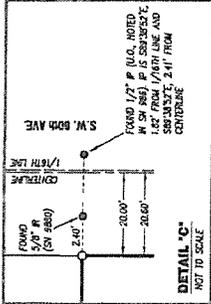
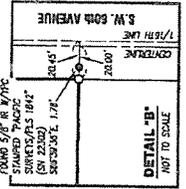
REFERENCE DEEDS

- D1 DOC. NO. 2003-00948
- D2 DOC. NO. 2003-00985
- D3 DOC. NO. 2003-00985
- D4 DOC. NO. 2003-00985
- D5 DOC. NO. 2003-00985
- D6 DOC. NO. 2003-00985
- D7 DOC. NO. 2003-00985
- D8 DOC. NO. 2003-00985
- D9 DOC. NO. 2003-00985
- D10 DOC. NO. 2003-00985



Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-8093
6729 J6c2.dwg (MMH)
Job No. 2009-6729 (Survey)

DATE OF SURVEY: 8-11-11
EXPIRES: 12/31/2012



TAX LOT 2100
DOC. NO. 2009-030925

DOC. NO. 2003-100486

TAX LOT 2300
PARCEL II
SEE SHEET 3



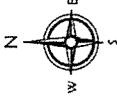
FOUND 3-1/4" BRONZE DISK
(U.S.E.T. 2008-091) AT THE
WEST 7/4 CORNER SECTION 18
FIELD STAMPS AS SHOWN.

SN2011-127 sheet 3 of 4

Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON
AUGUST 9, 2011 SCALE: 1" = 100'
SHEET 3 OF 4



LEGEND:

- EVIDENCE MARKING FOUND AS NOTED
- POINTS SET BY LEAS R/W AND WITH A YELLOW PLASTIC CAP STAMPED COMPASS ENGINEERING SET ON AUGUST 1, 2011
- P POINTS FROM PIPE
- R POINTS FROM ROD
- Y POINTS YELLOW PLASTIC CAP
- M POINTS MEASURED DATA
- R POINTS RECORD DATA, SEE REFERENCE SURVEYS
- P POINTS PLAT DATA, SEE REFERENCE SURVEYS
- D POINTS DEED DATA, SEE REFERENCE DEEDS
- U/A UNKNOWN ORIGIN
- S/A POINTS SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- ASC DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTES: R/W PINS WERE MEASURED AND RECORDED IN THESE QUARTERS. TAX LOT NUMBERS ARE FROM CURRENT ASSESSORS MAP. 35-1E-18 AND ARE SHOWN FOR REFERENCE ONLY.

REFERENCE SURVEYS

- P1 LANDOVER, PLAT NO. 3248
- R1 S.A. 268
- S.A. 4482
- S.A. 4500
- S.A. 4500
- S.A. 21422
- S.A. 20309
- S.A. 20309
- S.A. 20309
- S.A. 20309
- U.S.G.F. 2003-050
- U.S.G.F. 2003-050
- U.S.G.F. 2008-095
- U.S.G.F. 2010-023
- E.T. BOOK 3, PAGE 100

REFERENCE DEEDS

- D1 DOC. NO. 2003-09498
- D2 DOC. NO. 81-20013
- D3 DOC. NO. 2004-03003
- D4 DOC. NO. 2004-03003
- D5 DOC. NO. 2004-03003
- BOOK 276, PAGE 627
- BOOK 276, PAGE 627
- BOOK 276, PAGE 627
- BOOK 104, PAGE 245
- BOOK 104, PAGE 245
- BOOK 114, PAGE 384
- BOOK 114, PAGE 384

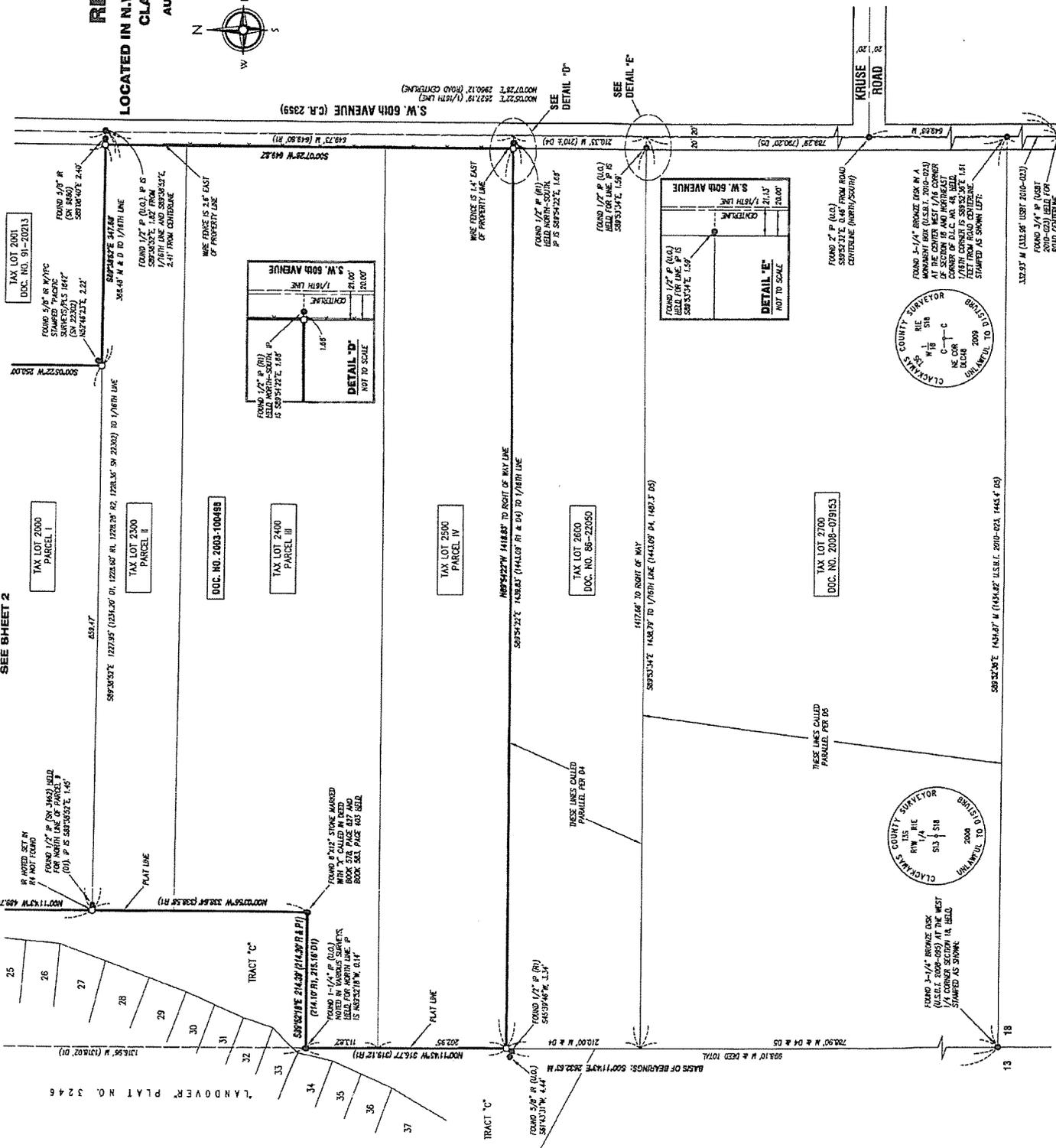
RECORDED
PROFESSIONAL
LAND SURVEYOR

Michael A. Madenmacher

CLACKAMAS COUNTY
JULY 14, 2009
MICHAEL A. MADENMACHER
2009

Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-9993
6729 8nd3.dwg (MMH)
Job No. 2009-6729 (Survey)

DATE OF SIGNATURE: 8-24-11
DWG#S: 12/1/2011



SEE SHEET 2

IR NOTED SET IN
RI NOT FOUND

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

TAX LOT 2000
PARCEL I

TAX LOT 2300
PARCEL II

TAX LOT 2400
PARCEL III

TAX LOT 2500
PARCEL IV

DOC. NO. 2003-100498

DOC. NO. 86-22050

DOC. NO. 2008-079153

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

DOC. NO. 2009-02414454 (D)

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
BOOK 276 PAGE 627 AND
BOOK 276 PAGE 627

City Limits (CL) solid black line
Urban Growth Boundary (UGB) dash white line

STAFFORD ROAD

ADVANCE ROAD

WILSONVILLE ROAD

CLACKAMAS COUNTY

SUBJECT
PROPERTY

CITY

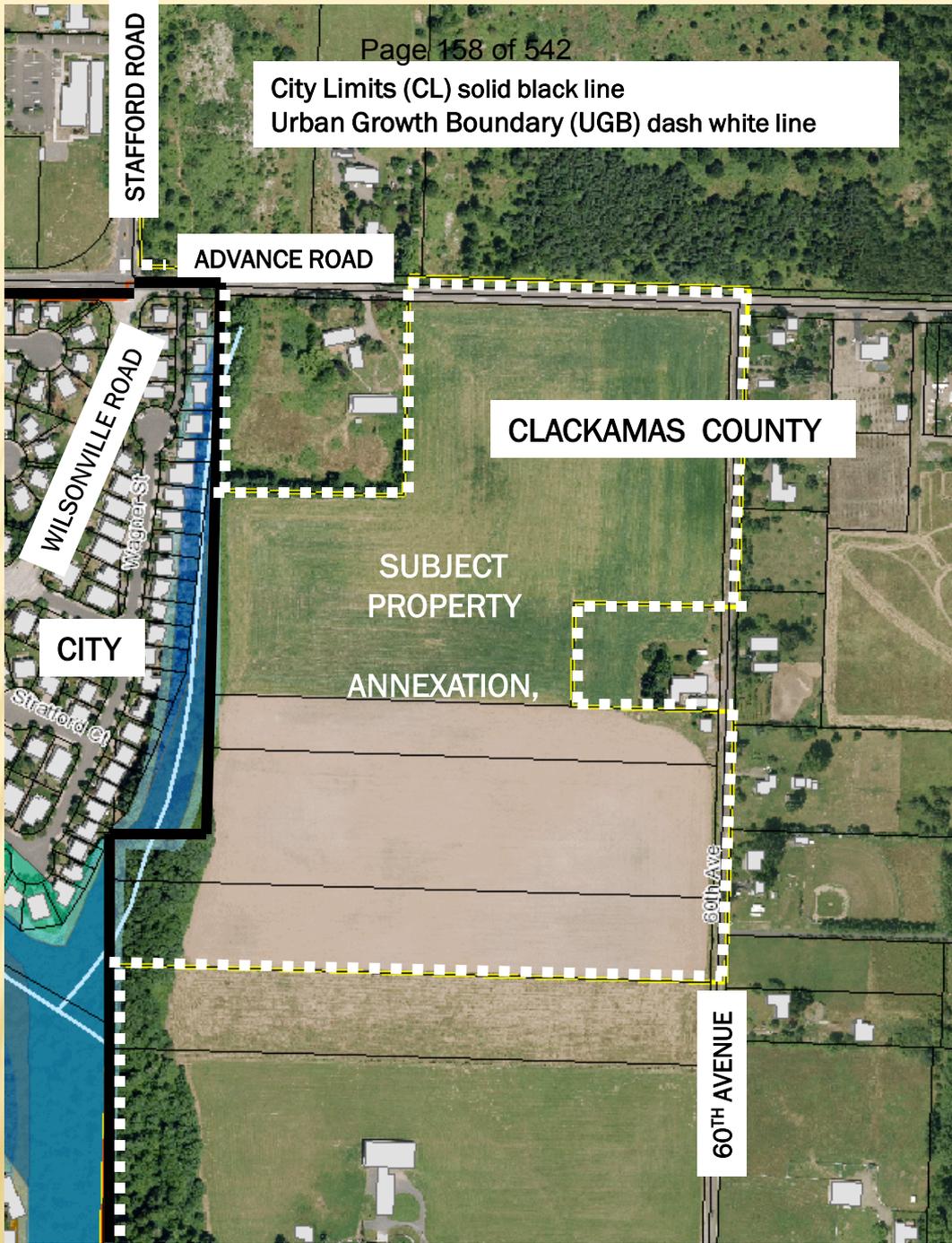
ANNEXATION,

Stratford Ct

Wagner St

60th Ave

60TH AVENUE



**City Council Exhibit A
STAFF REPORT
WILSONVILLE PLANNING DIVISION**

*West Linn – Wilsonville School District
Annexation*
**CITY COUNCIL
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT**

HEARING DATE	August 17, 2015
DATE OF REPORT:	August 4, 2015

REQUEST/SUMMARY: The City Council is being asked to review a Quasi-judicial for annexation of approximately 40 acres in the City of Wilsonville for property located at Advance Road and SW 60th Avenue.

LOCATION: Approximately 40 acres. Described as Tax Lots 2000, 2300, 2400 and 2500, Section 18, Township 3 South, Range 1 East, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

OWNER/APPLICANT/PETITIONER: West Linn - Wilsonville School District
APPLICANT’S REPRESENTATIVE: Mr. Keith Liden AICP, Bainbridge

COMPREHENSIVE PLAN MAP DESIGNATION: Agriculture (Clackamas County)
PROPOSED PLAN MAP DESIGNATION: Public

ZONE MAP CLASSIFICATION: Exclusive Farm Use (EFU, Clackamas County)
PROPOSED CITY ZONE DESIGNATION: Public Facility (PF)

STAFF REVIEWERS: Blaise Edmonds, Manager of Current Planning, Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

DEVELOPMENT REVIEW BOARD PANEL ‘B’ RECOMMENDATION: Approve the requested annexation.

APPLICABLE REVIEW CRITERIA

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.033	Authority of the City Council
Section 4.700	Annexation
<u>OTHER CITY PLANNING DOCUMENTS</u>	

Comprehensive Plan	Annexation.
REGIONAL AND STATE PLANNING DOCUMENTS	
Metro Code Chapter 3.09	Local Government Boundary Changes
ORS 222.111	Authority and Procedures for Annexation
ORS 222.120	Procedure without Election by City Electors
ORS 222.125	Annexation by Consent of All Land Owners and Majority of Electors
ORS 22.170	Effect of Consent to Annexation by Territory
Statewide Planning Goals	

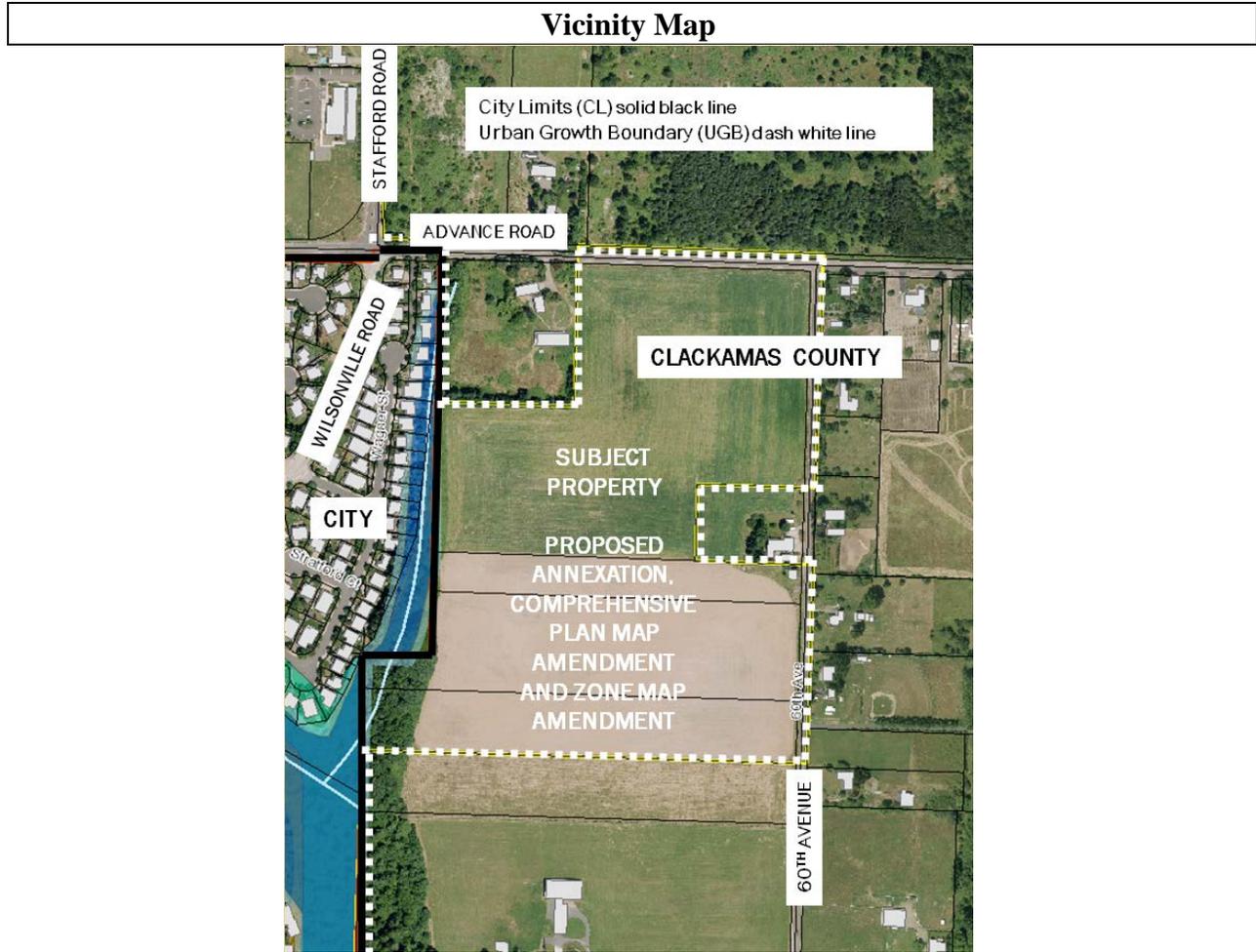
Site description provided by the applicant:

“The site, which consists of four tax lots, is located within unincorporated Clackamas County on the south side of Advance Road, immediately east of the Wilsonville city limit, and west of 60th Avenue. The property has frontage on both roads. The entire property is zoned EFU (Exclusive Farm Use) by Clackamas County. The minimum parcel size in the EFU Zone is 80 acres. It is located within Metro Urban Growth Boundary (Figure 1).”

Vicinity information provided by the applicant:

“The zoning and land use for the properties in the vicinity of the proposed site are summarized in Table 1 and Figure 2. Although the site is adjacent to EFU land to the north, east, and south, there is no significant agricultural use in the immediate vicinity. Larger parcels in the area are generally grassland with no active farm operations. Several small-scale agricultural uses, such as nursery stock and Christmas trees, are found on a few rural acreages of five acres or less. An established single family residential neighborhood (Landover subdivision) is on the west side of Meridian Creek within the Wilsonville city limits. Boeckman Creek Primary School and Wilsonville High School are located to the southwest on the opposite side of the creek.”

Staff: The subject property is within the City UGB and it is adjacent to properties at the north, east and south that are in the Frog Pond Urban Reserve 4H.



SUMMARY:

A detailed introduction and compliance report in support of the application is provided by the applicant found in Exhibit B1. The applicant’s narrative adequately describes the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the applicant’s submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Annexation (DB15-0046)

West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property this year. Annexation will enable review of Site Development Permits for public schools and a city park. The City Engineering Division is indicating that: “The applicant to be responsible for preparing the required paperwork and annexing that section of Advance Road right-of-way, through the intersection with SW 60th Avenue, into the City. The City shall pursue having Clackamas County transfer road authority jurisdiction over SW Advance Road from the

present edge of City limits through the intersection with SW 60th Avenue. Annexation of SW 60th Avenue will not be pursued at this time.”

Companion applications which are contingent upon the City Council approval of the proposed annexation:

Comprehensive Plan Map Amendment (DB15-0047)

The applicant is requesting to change the current Clackamas County Comprehensive Plan Map designation of ‘Agriculture’ to the City of Wilsonville Comprehensive Plan Map designation of ‘Public Lands’ to make the newly annexed land consistent with the City Comprehensive Plan.

Zone Map Amendment (DB15-0048)

The applicant is requesting to change the current Clackamas County zoning designation from ‘Exclusive Farm Use’ (EFU) to the City of Wilsonville zone designation of ‘Public Facility’ (PF) to make the newly annexed land zoning designation consistent with the City zoning. Also is the inclusion of the Significant Resource Overlay Zone (SROZ) along the west side of the subject property shown on the Preliminary Survey SROZ boundary plan. A portion of Meridian Creek is on the School District property.

Stage I Preliminary Plan (DB15-0049)

The applicant is requesting to approval of a Stage I Preliminary Plan comprising of a middle school, a primary school on 30 acres and a city park on 10 acres.

Discussion Point:

Future Use of the Properties and Why the City is Pursuing Annexation at this time

SW Advance Road Properties

The why for the annexation of the subject property is to begin laying the foundation for future development applications for two public schools and for a city park. Annexation will allow school land use and park entitlements to proceed more smoothly without working through Clackamas County jurisdiction and zoning.

CONCLUSION:

Staff has reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the annexation to City Council (DB15-0046).

DB15-0046 ANNEXATION

This action recommends annexation to the City Council for the subject property.

EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the City Council as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case File DB15-0046.

The following exhibits are hereby entered into the public record by the City Council in consideration of the applications as submitted:

- A. City Council Staff Report
- A2. City Council Staff PowerPoint presentation.
- A3. Metro Council Action, UGB Case File No. 13-01: West Linn – Wilsonville School District.

Applicant’s Written and Graphic Materials:

- B1. Application Summary, General Information, Background Information, Application Elements, Applicable Criteria: Oregon Statewide Planning Goal, Annexation, Comprehensive Plan Map Amendment, Zone Map Amendment, Stage I Preliminary Plan.
Exhibit A: Legal Description
Exhibit B: Topographic Information
Exhibit C: Natural Resources and SROZ Tentative Boundary
Exhibit D: DKS Transportation Impact Analysis
Exhibit E: Villebois School Site and Advance Road Sports Field Site Exchange Agreement
Exhibit F: Concept Master Plan, Full Size
Dated July 2, 2015.
- B2. CD of items listed in Exhibit B1.
- B3. Map showing proposed Meridian Creek pathway connection.
- B4. Petition for Annexation to the City Of Wilsonville, Legal Description and Survey Maps (4 maps).
- B5. *E-mail, William Ciz, dated July 24, 2015 including WLWSC responses, staff responses to the questions from Steve Adams and Blaise Edmonds.*

Full Plan Sheets

Survey SROZ boundary
Record of Survey – 4 sheets and including metes & bounds legal description
Topographic Site Map

Development Review Team

- C1. Engineering Division Conditions, Dated July 10, 2015
- C2. Memo, Jason Arn, TVFR, dated June 29, 2015.
- C3. Memo, Public Works Department, dated July 13, 2015

Public Testimony

Letters (neither For nor Against):

- D1. E-mail, Brian Roche, dated July 16, 2015, including staff responses to the questions from Steve Adams and Blaise Edmonds.
- D2. *E-mail, William Ciz, dated July 24, 2015 including staff responses to the questions from Steve Adams and Blaise Edmonds.*
- D3. *Letter, Stan Sat*

Letters (In Favor): None submitted, Letters (Opposed): None submitted.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on June 4, 2015. On June 8, 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. On July 2, 2015 staff determined the application to be complete. The City must render a final decision for the request, including any appeals, by October 30, 2015.
2. Prior land use actions include: None
3. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

SUMMARY:

A detailed introduction and compliance report in support of the application is provided by the applicant found in Exhibit B1. The applicant’s narrative adequately describes the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the applicant’s submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Annexation (DB15-0046)

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools later this year and at a later date, a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Comprehensive Plan Map Amendment (DB15-0047)

The applicant is requesting to change the current Clackamas County Comprehensive Plan Map designation ‘Agriculture’ to the City of Wilsonville Comprehensive Plan Map designation ‘Public’ which is the appropriate designation for the public school and city park sites.

Zone Map Amendment (DB15-0048)

The applicant is requesting to change the current Clackamas County zoning designation from ‘Exclusive Farm Use’ (EFU) to the City of Wilsonville zone designation of ‘Public Facility’ (PF) which is the appropriate designation to the public school and city park sites. Also proposed is the inclusion of the Significant Resource Overlay Zone (SROZ) along the west side of the subject

property shown on the Preliminary Survey for SROZ. The SROZ is an overlay zone on top of the base zone that results in protection of natural resource areas. A portion of Meridian Creek, a natural resource area, is on the School District property. A portion of Meridian Creek, a natural resource area, is on the School District property.

Stage I Preliminary Plan (DB15-0049)

The applicant is requesting to approval of a Stage I Preliminary Plan comprising of a middle school and a primary school on 30 acres, and a city park on 10 acres.

Discussion Points:

SW Advance Road Properties

Annexation, comprehensive plan mapping and rezoning of the subject property is proposed to begin laying the foundation for future development applications for two public schools and at a later date, a city park. The District proposes to construct a Middle School over the next two years, with a target opening date of September, 2017.

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.
- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.
- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City's TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 of the TSP shows "Future Shared-Use Path" within the Meridian Creek corridor. The City's Development Engineering Manager has considered the recommendations in

the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property would ultimately connect the new Middle School with the existing Boeckman Creek Primary School and Wilsonville High School. As the design evolves in the next application submittal for the Stage II Final Plan for the Middle School, the applicant and the city should further evaluate the needs and alignment for off-site pathways(s) adjacent to the subject school and city park properties.

CONCLUSION and CONDITIONS OF APPROVAL:

Staff has reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment to City Council (DB15-0046 through DB15-0048).

PD = Planning Division: No conditions of approval are proposed.
PF = Engineering Conditions

REQUEST A: DB15-0046 ANNEXATION

This action recommends annexation to the City Council for the subject property with one condition of approval (PFA 1). The Comprehensive Plan Map Amendment (DB15-0047), the Zone Map Amendment (DB15-0048), and the Stage I Preliminary Plan (DB15-0049) are contingent on annexation.

Engineering Division Conditions:

PFA 1. Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criterion: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

Finding: This criterion is met.

Explanation of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

Finding: This criterion is satisfied.

Explanation of Finding: The application has been submitted on behalf of the West Linn – Wilsonville School District.

Subsection 4.011 (.02) B. Lien Payment before Application Approval

Review Criterion: “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.”

Finding: This criterion is satisfied.

Explanation of Finding: No applicable liens exist for the subject property.

CONCLUSIONARY FINDINGS

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

REQUEST A: ANNEXATION

The applicant’s response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Comprehensive Plan
Annexation and Boundary Changes
Implementation Measure 2.2.1.a.

A1. **Review Criterion:** “Allow annexation when it is consistent with future planned public services and when a need is clearly demonstrated for immediate urban growth.”

Finding: This criterion is satisfied.

Explanation of Finding: The required consistency is fulfilled by being consistent with the UGB. According to Urban Growth Boundary Major Adjustment Case No. 13-01, Exhibit A, the subject property and adjacent Advance Road and SW 60th Avenue are within the City UGB. See Exhibit A3. Adjacent properties north, east and south are within Frog Pond Urban Reserve 4H. The subject 40 acre site is ready for annexation for school development and for a city park within the City of Wilsonville. Therefore, the subject property addresses a demonstrated need for public schools and a public park. Furthermore, the City

Comprehensive Plan and the Engineering Division evaluates compliance of planned sanitary sewer, storm drainage, and water systems with the City's Wastewater Collections System Master Plan, Stormwater Master Plan, Parks and Recreation Master Plan, Water System Master Plan and the City's Transportation Systems Plan.

Implementation Measure 2.2.1.e.

- A2. **Review Criterion:** "Changes in the City boundary will require adherence to the annexation procedures prescribed by State law and Metro standards. Amendments to the City limits shall be based on consideration of:
1. Orderly, economic provision of public facilities and services, i.e., primary urban services are available and adequate to serve additional development or improvements are scheduled through the City's approved Capital Improvements Plan.
 2. Availability of sufficient land for the various uses to insure choices in the marketplace for a 3 to 5 year period.
 3. Statewide Planning Goals.
 4. Applicable Metro Plans;
 5. Encouragement of development within the City limits before conversion of urbanizable (UGB) areas.

Finding: These criteria are satisfied.

Explanation of Findings: The requirements are fulfilled by being consistent the City's UGB which recognizes the subject property described herein as a future site for public schools and city parks as further explained below in this finding, or by compliance with state and regional policies as found in other findings supporting this request.

Orderly, Economic Provision of Public Facilities and Services: The site is designed for the orderly and economic provision of public facilities and services. Development in the UGB and future urban reserve areas would also bring needed and adequately sized public facilities onto the subject property.

Encouraging Development within City Limits prior to UGB: No development is proposed with this request, but annexation will enable reviews of Site Development Permits for public schools and a public park. The subject property is not currently included in a City Comprehensive Plan Map designation. The applicant is requesting a Comprehensive Plan Map Amendment to apply the Public Lands designation. This Implementation Measure establishes precedence for the "Public Facility" zone designation to be applied to the subject property area. An application for a Zone Map Amendment to apply the PF zone and SROZ overlay zone to the property has also been included. The site must be brought into City limits before the Public Land designation, PF and SROZ zones can be applied.

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools and a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: "Applicant shall enter into a Development Agreement with the City that clarifies

the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Development Code

Subsections 4.030 (.01) A, 11, 4.031 (.01) K, and 4.033 (.01) F. Authority to Review Annexation

A3. Review Criteria: These subsections prescribe the authority of the Planning Director to determine whether an annexation request is legislative or quasi-judicial. The DRB does the initial review of quasi-judicial annexation, and the City Council takes final local action of quasi-judicial annexation. Both bodies conduct public hearings for the request.

Finding: These criteria are satisfied.

Explanation of Finding: The subject annexation request has been determined to be quasi-judicial this is a site specific, owner/applicant initiated request, it is a quasi-judicial application. and is being reviewed by the DRB and City Council consistent with these subsections.

Section 4.700 Annexation

A4. Review Criteria: This section defines the criteria and process for annexation review within the City.

Finding: These criteria are satisfied.

Explanation of Finding: All the necessary materials defined by this section have been submitted for City review. The annexation is being considered as a quasi-judicial application. Staff recommends the City Council, upon the DRB’s recommendation, declare the subject property annexed.

Metro Code

Chapter 3.09 Local Government Boundary Changes

A5. Review Criteria: This chapter establishes hearing, notice, and decision requirements as well as review criteria for local government boundary changes in the Metro region.

Finding: These criteria are satisfied.

Explanation of Finding: The subject property referenced herein is within the UGB, meets the definition of a minor boundary change as an annexation to a city, satisfies the requirements for boundary change petitions as the property owner (there are no electors), and has submitted a petition with the required information consistent with the UGB.

Oregon Revised Statutes

ORS 222.111 Authority and Procedure for Annexation

A6. Review Criteria: ORS 222.111 establishes the authority and procedures for annexation by City’s within the state of Oregon.

Finding: These criteria are satisfied.

Explanation of Finding: The applicable requirements in state statute are met including the fact the subject property is within the UGB, is contiguous to the east side of the city, the request has been initiated by the property owner of the land being annexed, and there are no electors in the area to be annexed.

ORS 222.120 Procedure Without Election by City Electors

A7. Review Criteria: ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.

Finding: These criteria are satisfied.

Explanation of Finding: There is no City charter requirement for election for annexation. A public hearing process is being followed as defined in the Development Code, and the applicable requirements in state statute are met including the fact that the single owner of the subject property is the petitioner and thus have consented in writing to annexation. There are no electors or residential dwellings within the territory to be annexed.

ORS 222.125 Annexation by Consent of All Owners of Land and Majority of Electors

A8. Review Criteria: “The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 (Procedure without election by city electors) when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation.”

Finding: These criteria are satisfied.

Explanation of Finding: The territory to be annexed is all owned by the West Linn – Wilsonville School District, has petitioned and consented to annexation in writing. There are no electors or residential dwellings within the territory to be annexed. However, a public hearing process is being followed as prescribed in the City's Development Code concurrent with a Comprehensive Plan Map and Zone Map Amendment request.

A10. Engineering Division condition of approval PFA 1 is requiring the applicant to annex right-of way for future street improvements along Advance Road. PFA 1 states: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Finding: With proposed condition PFA 1 necessary street ROW will be annexed to meet the City's Transportation Master Plan.

Explanation of Finding: The area requested to be annexed and including necessary street right-of way must be developed consistent with the City's Transportation Master Plan.

Oregon Statewide Planning Goals

A11. Review Criteria: The goals include: citizen involvement, land use planning, natural resources and open spaces, recreational needs, economic development, housing, public facilities and services, and transportation.

Finding: On pages 20 - 22 of Exhibit B1 the applicant has prepared response findings to Statewide Planning Goals. These criteria are satisfied.

Explanation of Finding: The area requested to be annexed will be developed consistent with the City's Comprehensive Plan, which has been found to meet the statewide planning goals.

SUMMARY FINDING FOR REQUEST (A):

The proposed Annexation meets all applicable requirements and its approval may be recommend to the City Council.

ORDINANCE NO. 774

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A COMPREHENSIVE PLAN MAP AMENDMENT FROM THE CLACKAMAS COUNTY AGRICULTURE DESIGNATION TO THE PUBLIC DESIGNATION ON APPROXIMATELY 40 - ACRES COMPRISING TAX LOTS 2000, 2300, 2400 AND 2500 OF SECTION 18, T3S, R1E, CLACKAMAS COUNTY, OREGON, WEST LINN – WILSONVILLE SCHOOL DISTRICT, OWNER AND APPLICANT.

RECITALS

WHEREAS, West Linn – Wilsonville School District (“Owner and Applicant”) has made a development application requesting, among other things, Comprehensive Plan Map Amendment of the Property; and

WHEREAS, the development application form has been signed by Tim Woodley, Director of Operations for West Linn – Wilsonville School District, as Owner of the real property legally described and shown on Attachments 1 and 2, attached hereto and incorporated by reference herein (“Property”); and

WHEREAS, the Comprehensive Plan Map Amendment is contingent on annexation of the Property to the City of Wilsonville, which annexation has been petitioned for concurrently with the Comprehensive Plan Map Amendment request; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the Comprehensive Plan Map Amendment request and prepared a staff report for the Development Review Board, finding that the application met the requirements for a Comprehensive Plan Map Amendment and recommending approval of the Comprehensive Plan Map Amendment, which staff report was presented to the Development Review Board on July 27, 2015;

WHEREAS, the Development Review Board Panel B held a public hearing on the application for a Comprehensive Plan Map Amendment on July 27, 2015, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 309 which recommends that the City Council approve a request for a Comprehensive Plan Map Amendment (Case File DB15-0047), adopts the staff report with findings and recommendation, all as placed

on the record at the hearing, certain of which are contingent on City Council approval of the Comprehensive Plan Map Amendment and authorizes the Planning Director to issue approvals to the Applicant consistent with the staff report, as adopted by DRB Panel B; and

WHEREAS, on August 17, 2015, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board, including the Development Review Board's Comprehensive Plan Findings, Exhibit A; DRB Resolution No. 309, Exhibit B; Staff Report and DRB Recommendation and Application on Compact Disc, Exhibit C; and July 27, 2015, DRB Meeting Minutes, Exhibit D, all the exhibits are attached hereto and incorporated by reference as if fully set forth herein; and received a City Council staff report on file with the City Recorder; took public testimony; and, upon deliberation, concluded that the proposed Comprehensive Plan Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

Section 1. Findings. The City Council adopts, as findings and conclusions, the forgoing Recitals and in particular, the Development Review Board staff report, as contained in the record of the above described DRB hearing, together with the City Council staff report, and incorporates them by reference as fully set forth herein.

Section 2. Order. Upon adoption of Resolution 773, which is the proposed annexation of the property which is being considered contemporaneously herewith, and the filing of the Resolution No 773 with the required agencies to finalize the annexation of the Property to the City, which property is described in Attachments 1 and 2, the Comprehensive Plan designation for the property shall be changed from Clackamas County Agriculture to Public.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 17th day of August 2015, and scheduled for a second reading at a regular meeting of the Council on the 10th day of September 2015, commencing at the hour of 7:00 P.M. at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of September, 2015 by the following votes:

Yes: ____ No: ____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this _____ day of September, 2015.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp -
Council President Starr -
Councilor Fitzgerald -
Councilor Stevens -
Councilor Lehan -

Exhibits and Attachments:

Attachment 1, Legal Description and Survey Map
Attachment 2, Map Depicting Comp. Plan Map Amendment
Exhibit A – Comp Plan Map Amendment Findings, August 4, 2015.
Exhibit B - DRB Resolution No. 309
Exhibit C - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
Exhibit D – July 27, 2015 DRB Minutes

LEGAL DESCRIPTION
ADVANCE ROAD SITE
WEST LINN WILSONVILLE SCHOOL DISTRICT

#6729
5/6/15 MAR

EXHIBIT "A"

A TRACT OF LAND LOCATED IN THE NORTHWEST ONE-QUARTER OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING DESCRIBED AS FOLLOWS:

PARCEL 1

BEGINNING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 727.84 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO WAYNE G. LOWRIE AND SHIRLEY L. LOWRIE, TRUSTEES OF THE LOWRIE FAMILY TRUST, RECORDED IN MAY 3, 1991, IN DOCUMENT NO. 91-20213, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE BOUNDARY OF SAID LOWRIE TRACT THE FOLLOWING TWO (2) COURSES: N.89°38'52"W., 368.48 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.00°05'22"W., 250.00 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE N.89°38'52"W., 859.47 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER" A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS COUNTY; THENCE ALONG THE EAST LINE OF SAID TRACT "C", N.00°11'43"W., 489.70 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAMP STAMPED "COMPASS ENGINEERING" AT THE SOUTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO FAY A. GYAPONG, RECORDED MARCH 3, 2014 IN DOCUMENT NO. 2014-011271, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE SOUTH AND EAST LINES OF SAID TRACT THE FOLLOWING TWO (2) COURSES: S.89°44'47"E., 451.06 FEET TO A 5/8" DIAMETER IRON ROD; THENCE N.00°09'47"W., 487.18 FEET TO THE NORTH LINE OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN; THENCE ALONG SAID NORTH LINE, S.89°39'47"E., 781.46 FEET TO THE POINT-OF-BEGINNING, CONTAINING 890812 SQUARE FEET (20.45 ACRES) MORE OR LESS.

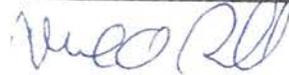
TOGETHER WITH THE FOLLOWING DESCRIBED TRACT:

PARCEL 2

COMMENCING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 977.84 FEET TO THE POINT-OF-BEGINNING; THENCE CONTINUING ALONG SAID 1/16TH LINE, S.00°05'22"W., 649.73 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO PAUL J. SORBETS, TRUSTEE UNDER REVOCABLE TRUST OF PAUL J. SORBETS, DATED APRIL 10, 1986, OR HIS SUCCESSOR IN TRUST, RECORDED JUNE 1986, IN DOCUMENT NO. 86-22050, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE NORTH LINE OF SAID SORBETS TRACT, N.89°54'22"W., 1439.83 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER", A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS

COUNTY; THENCE ALONG THE BOUNDARY OF SAID TRACT "C" THE FOLLOWING THREE (3) COURSES: N.00°11'43"W., 316.77 FEET TO A POINT FROM WHICH A 1-1/4" DIAMETER IRON PIPE BEARS N.89°52'18"W., 0.14 FEET; THENCE S.89°52'18"E., 214.39 FEET TO A 8"X12" STONE, MARKED WITH AN "X"; THENCE N.00°03'56"W., 338.64 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.89°38'52"E., 1227.95 FEET TO THE POINT-OF-BEGINNING, CONTAINING 868429 SQUARE FEET (19.94 ACRES) MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 16, 1987
MICHAEL A. RADEMACHER
2303

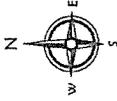
DATE OF SIGNATURE: 5-11-15

EXPIRES: 12/31/2016

SN2011-127 sheet 1 of 4
 CLATSOP COUNTY SURVEYOR
 Received 8-9-11
 Accepted for filing 8-31-11
 Survey number SN2011-127

RECORD OF SURVEY
 LOCATED IN N.W. 1/4 OF SECTION 18, T.35N., R.1E., W.M.
 CLACKAMAS COUNTY, OREGON

AUGUST 8, 2011 SCALE: 1" = 200'
 SHEET 1 OF 4



INDEX

- SHEET 1 SEE MAP LEGEND REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 2 MONUMENT DATA, SEE LEGEND, REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 3 SOUTH HALF OF SITE, LEGEND, REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 4 MONUMENT

REFERENCE SURVEYS

- P1 LANDSHEET, PLAT NO. 12546
- R1 S.A. 800
- S.A. 2162
- S.A. 1800
- S.A. 2162
- S.A. 2571
- S.A. 2571
- U.S.B.L. 6881-690
- U.S.B.L. 2000-001
- U.S.B.L. 2000-001
- U.S.B.L. 2000-001
- B.T. BOOK 4, PAGE 120

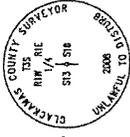
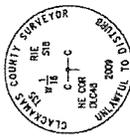
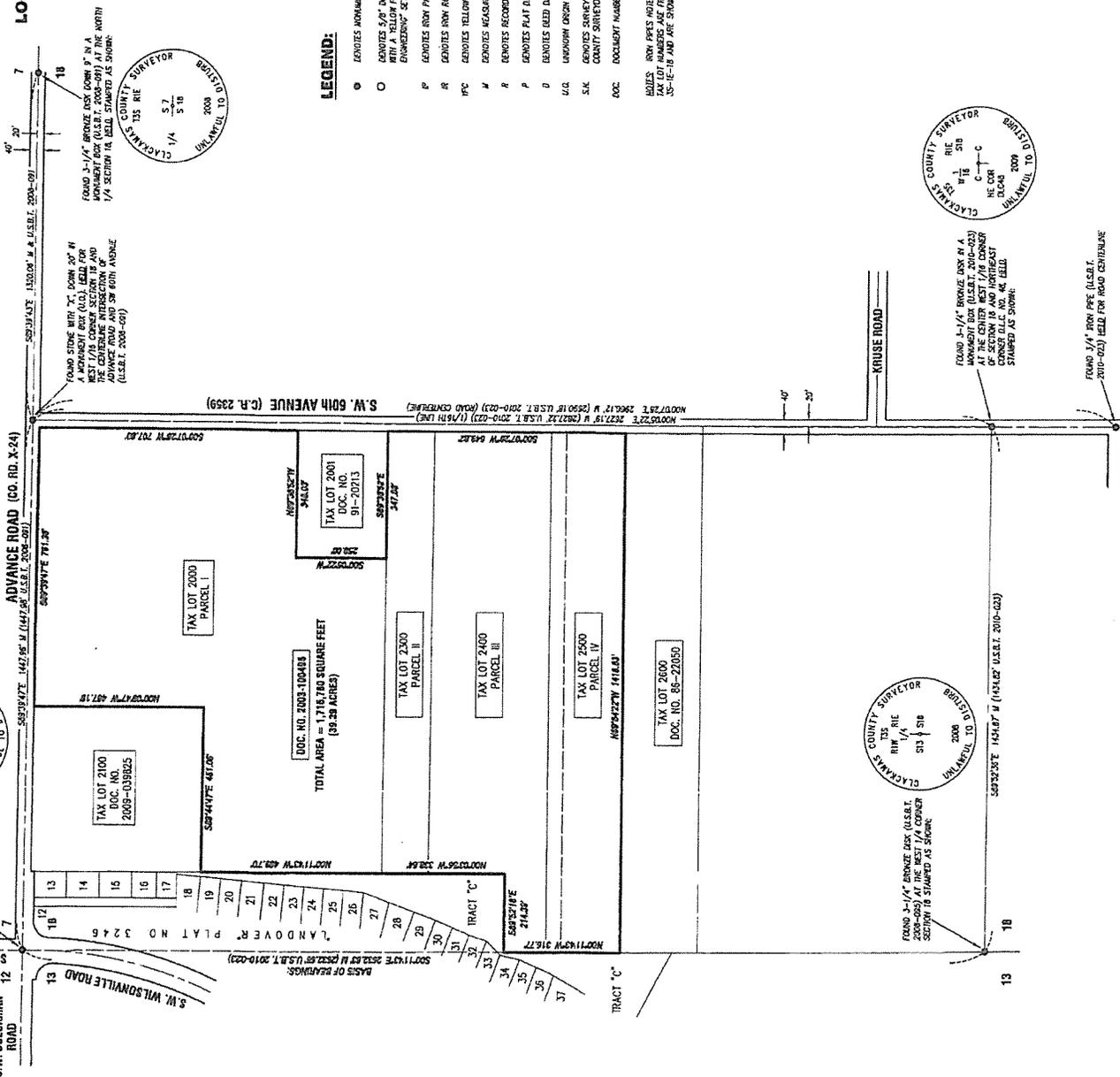
REFERENCE DEEDS

- D1 DOC. NO. 2003-10489
- D2 DOC. NO. 81-20213
- D3 DOC. NO. 85-20250
- D4 DOC. NO. 85-20250
- D5 DOC. NO. 2004-079103
- BOOK 27, PAGE 627
- BOOK 121, PAGE 581
- BOOK 102, PAGE 249
- BOOK 102, PAGE 249
- BOOK 114, PAGE 281
- BOOK 113, PAGE 481

LEGEND:

- DENOTES MONUMENT FOUND AS NOTED
- DENOTES 5/8" DIA. BANNER BY 30" LONG IRON ROD WITH A YELLOW PLASTIC CAP STAMPED COMPASS ENGINEERING SET ON AUGUST 3, 2011
- P DENOTES IRON PIPE
- R DENOTES IRON ROD
- IPC DENOTES YELLOW PLASTIC CAP
- M DENOTES MEASURED DATA
- R DENOTES RECORD DATA, SEE REFERENCE SURVEYS
- P DENOTES PLAT DATA, SEE REFERENCE SURVEYS
- D DENOTES DEED DATA, SEE REFERENCE DEEDS
- U.C. UNKNOWN ORIGIN
- S.K. DENOTES SURVEY NUMBER OF THE WITH CLACKAMAS COUNTY SURVEYORS OFFICE
- A.C. DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTES: IRON PIPES NOTED ARE WELDED IRON PIPE. IRON ROD NUMBERS ARE FROM CURRENT ASSESSOR'S MAP. 'S'-E-'S' ARE SHOWN FOR REFERENCE ONLY.



Survey prepared by:
 Compass Engineering
 4105 International Way, Suite 501
 Milwaukie, Oregon 97222
 Phone: 503-583-3093
 6729 Brd. Dwg (MMH)
 Job No. 2008-4729 (Survey)

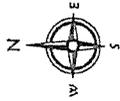
DATE OF SURVEY: 8-24-11
 DYPRESS: 12/21/2012

SN2011-127 sheet 2 of 4

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON

AUGUST 8, 2011 SCALE: 1" = 100'
SHEET 2 OF 4

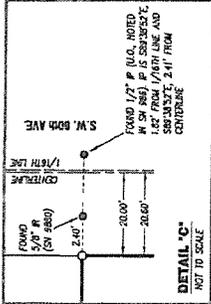
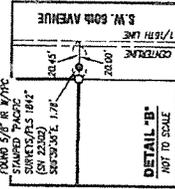
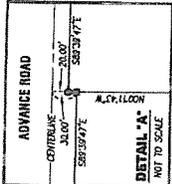
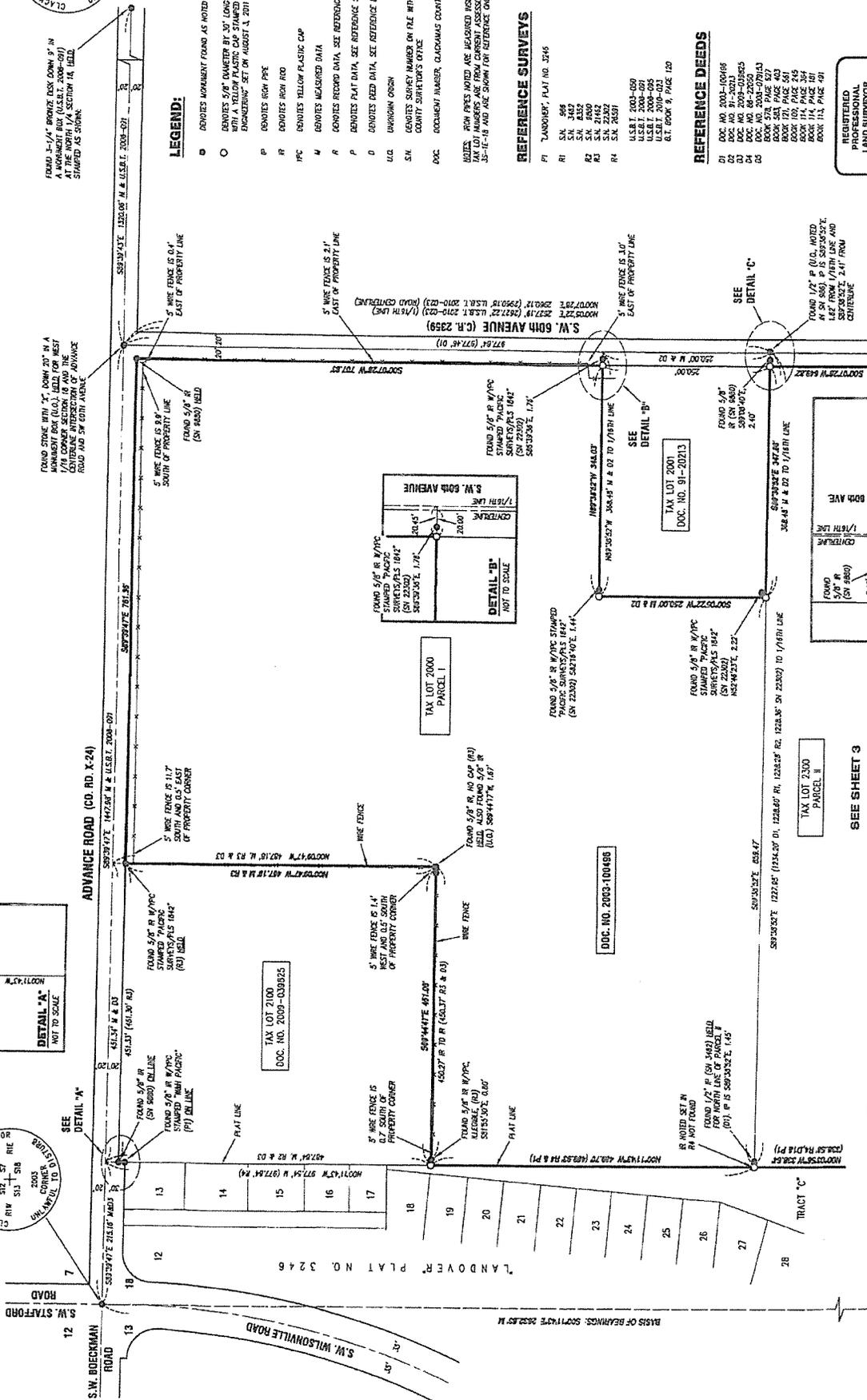


Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127



FOUND 3-1/4" BRONZE DISK DOWN IN A WORKSHEET BOX (U.S.G.T. 2008-09) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPED AS SHOWN.

FOUND 3-1/4" BRONZE DISK DOWN IN A WORKSHEET BOX (U.S.G.T. 2008-09) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPED AS SHOWN.



LEGEND:

- DENOTES MONUMENT FOUND AS NOTED
- DENOTES 5/8" DIAMETER BY 30" LONG IRON ROD WITH PLASTIC CAP AND STAMPED COMPASS ENCLASURING SET ON AUGUST 4, 2011
- P DENOTES IRON PIPE
- R DENOTES IRON ROD
- IPC DENOTES YELLOW PLASTIC CAP
- M DENOTES MEASURED DATA
- A DENOTES RECORD DATA, SEE REFERENCE SURVEYS
- P DENOTES PLAT DATA, SEE REFERENCE DEEDS
- D DENOTES DEED DATA, SEE REFERENCE DEEDS
- U.G. UNKNOWN ORIGIN
- S.M. DENOTES SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- D.C. DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTE: IRON PIPES NOTED ARE MEASURED INSIDE DIAMETER. IRON RODS AND IRON RODS WITH PLASTIC CAPS ARE MEASURED TO CENTER OF ROD. IRON PIPE AND IRON ROD ARE SHOWN FOR REFERENCE ONLY.

REFERENCE SURVEYS

- P1 LANDOWNER, PLAT NO. 3246
- R1 S.N. 898
- R2 S.N. 3403
- R3 S.N. 890
- R4 S.N. 2182
- R5 S.N. 2629

- U.S.G.T. 2000-009
- U.S.G.T. 2000-005
- U.S.G.T. 2000-003
- U.S.G.T. 2000-001
- U.S.G.T. 2000-002

REFERENCE DEEDS

- D1 DOC. NO. 2003-00948
- D2 DOC. NO. 2003-00985
- D3 DOC. NO. 2003-00985
- D4 DOC. NO. 88-22520
- D5 DOC. NO. 88-22520
- D6 DOC. NO. 88-22520
- D7 DOC. NO. 88-22520
- D8 DOC. NO. 88-22520
- D9 DOC. NO. 88-22520
- D10 DOC. NO. 88-22520
- D11 DOC. NO. 88-22520
- D12 DOC. NO. 88-22520
- D13 DOC. NO. 88-22520
- D14 DOC. NO. 88-22520
- D15 DOC. NO. 88-22520
- D16 DOC. NO. 88-22520
- D17 DOC. NO. 88-22520
- D18 DOC. NO. 88-22520
- D19 DOC. NO. 88-22520
- D20 DOC. NO. 88-22520



Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-8093
6729 J6c2.dwg (MMH)
Job No. 2009-6729 (Survey)

DATE OF SURVEY: 8-11-11
EXPIRES: 12/31/2012

SEE SHEET 3

DOC. NO. 2003-100486

DOC. NO. 2009-030925

TAX LOT 2001
DOC. NO. 91-20213

TAX LOT 2370
PARCEL II

TAX LOT 2000
PARCEL I



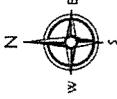
FOUND 3-1/4" BRONZE DISK DOWN IN A WORKSHEET BOX (U.S.G.T. 2008-09) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPED AS SHOWN.

SN2011-127 sheet 3 of 4

Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON
AUGUST 9, 2011 SCALE: 1" = 100'
SHEET 3 OF 4



LEGEND:

- EVIDENCE MARKING FOUND AS NOTED
- POINTS SET BY LEAS R/W AND WITH A YELLOW PLASTIC CAP STAMPED COMPASS ENGINEERING SET ON AUGUST 1, 2011
- P POINTS FROM PIPE
- R POINTS FROM ROD
- Y POINTS YELLOW PLASTIC CAP
- M POINTS MEASURED DATA
- R POINTS RECORD DATA, SEE REFERENCE SURVEYS
- P POINTS PLAT DATA, SEE REFERENCE SURVEYS
- D POINTS DEED DATA, SEE REFERENCE DEEDS
- U/A UNKNOWN ORIGIN
- S/A POINTS SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- ASC DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTES: R/W PILES WERE MEASURED FROM THESE QUANTER. TAX LOT NUMBERS ARE FROM CURRENT ASSESSORS MAP. 35-1E-18 AND ARE SHOWN FOR REFERENCE ONLY.

REFERENCE SURVEYS

- P1 LANDOVER, PLAT NO. 3248
- R1 S.A. 288
- S.A. 4482
- S.A. 4500
- S.A. 4500
- R2 S.A. 21422
- R3 S.A. 20309
- R4 S.A. 20309
- S.A. 20309
- S.A. 20309

- U.S.G.F. 2003-020
- U.S.G.F. 2003-021
- U.S.G.F. 2008-095
- U.S.G.F. 2010-023
- U.S.G.F. 2010-023
- B.T. BOOK 3, PAGE 100

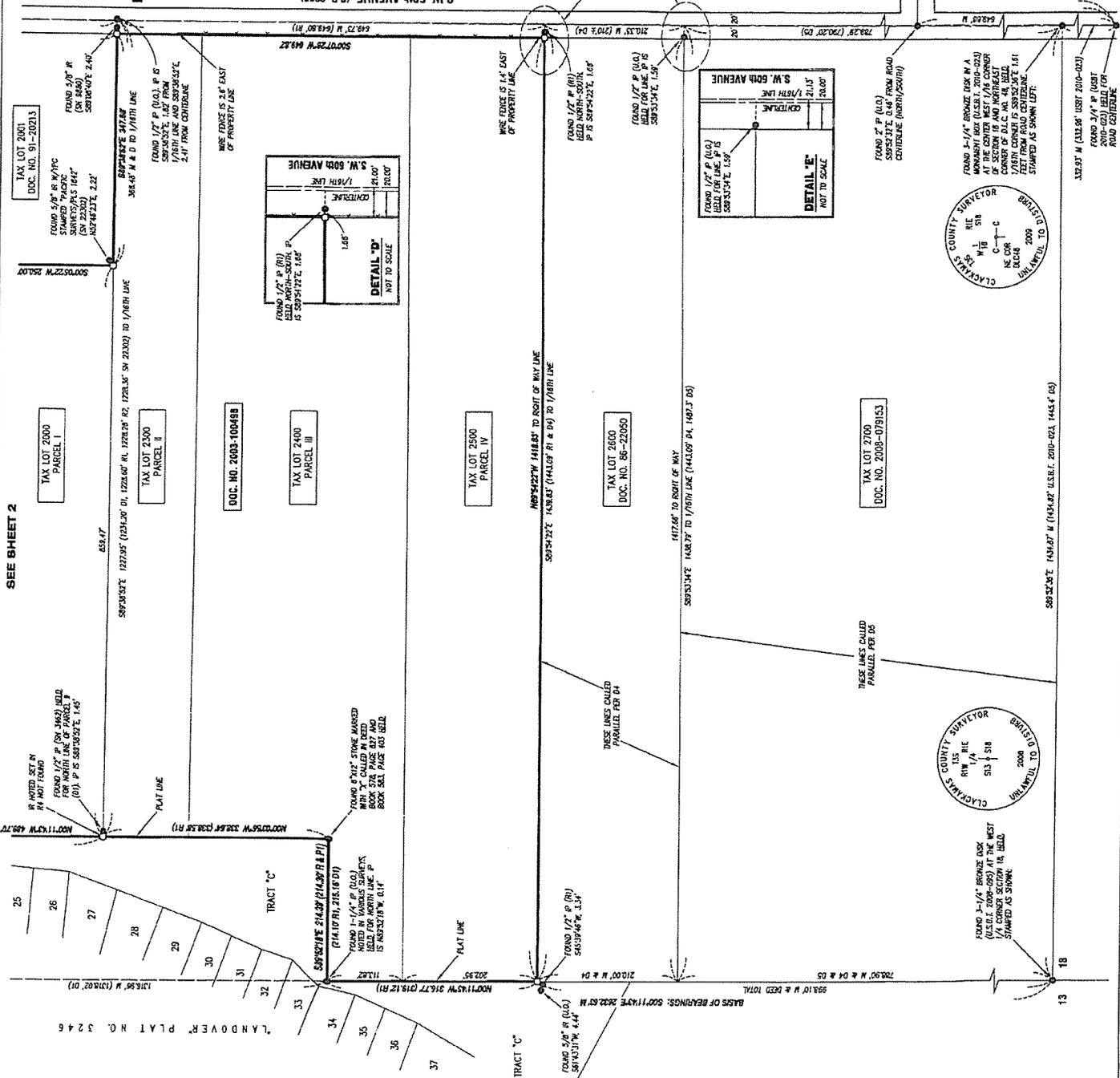
REFERENCE DEEDS

- D1 DOC. NO. 2003-09498
- D2 DOC. NO. 81-20013
- D3 DOC. NO. 2004-03603
- D4 DOC. NO. 2004-03603
- D5 DOC. NO. 2008-09153
- BOOK 276, PAGE 627
- BOOK 276, PAGE 627
- BOOK 276, PAGE 627
- BOOK 121, PAGE 401
- BOOK 121, PAGE 245
- BOOK 121, PAGE 245
- BOOK 114, PAGE 384
- BOOK 114, PAGE 384
- BOOK 114, PAGE 384

Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-9993
6729 8nd.dwg (MMH)
Job No. 2009-6729 (Survey)

RECORDED
PROFESSIONAL
LAND SURVEYOR
Michael A. Madenmacher
JULY 14, 2007
MICHAEL A. MADENMACHER
2008

DATE OF SIGNATURE: 8-24-11
DWG#S: 12/1/2011



SEE SHEET 2

TAX LOT 2001
DOC. NO. 91-20213

TAX LOT 2000
PARCEL I

TAX LOT 2300
PARCEL II

TAX LOT 2400
PARCEL III

TAX LOT 2500
PARCEL IV

TAX LOT 2600
PARCEL V

TAX LOT 2700
DOC. NO. 2008-079153

TAX LOT 2800
DOC. NO. 2003-100498

TAX LOT 2900
PARCEL VI

TAX LOT 3000
PARCEL VII

TAX LOT 3100
PARCEL VIII

TAX LOT 3200
PARCEL IX

TAX LOT 3300
PARCEL X

TAX LOT 3400
PARCEL XI

TAX LOT 3500
PARCEL XII

TAX LOT 3600
PARCEL XIII

TAX LOT 3700
PARCEL XIV

TAX LOT 3800
PARCEL XV

TAX LOT 3900
PARCEL XVI

TAX LOT 4000
PARCEL XVII

TAX LOT 4100
PARCEL XVIII

TAX LOT 4200
PARCEL XIX

TAX LOT 4300
PARCEL XX

TAX LOT 4400
PARCEL XXI

TAX LOT 4500
PARCEL XXII

TAX LOT 4600
PARCEL XXIII

TAX LOT 4700
PARCEL XXIV

TAX LOT 4800
PARCEL XXV

TAX LOT 4900
PARCEL XXVI

TAX LOT 5000
PARCEL XXVII

TAX LOT 5100
PARCEL XXVIII

TAX LOT 5200
PARCEL XXIX

TAX LOT 5300
PARCEL XXX

TAX LOT 5400
PARCEL XXXI

TAX LOT 5500
PARCEL XXXII

TAX LOT 5600
PARCEL XXXIII

TAX LOT 5700
PARCEL XXXIV

TAX LOT 5800
PARCEL XXXV

TAX LOT 5900
PARCEL XXXVI

TAX LOT 6000
PARCEL XXXVII

TAX LOT 6100
PARCEL XXXVIII

TAX LOT 6200
PARCEL XXXIX

TAX LOT 6300
PARCEL XL

TAX LOT 6400
PARCEL XLI

TAX LOT 6500
PARCEL XLII

TAX LOT 6600
PARCEL XLIII

TAX LOT 6700
PARCEL XLIV

TAX LOT 6800
PARCEL XLV

TAX LOT 6900
PARCEL XLVI

TAX LOT 7000
PARCEL XLVII

TAX LOT 7100
PARCEL XLVIII

TAX LOT 7200
PARCEL XLIX

TAX LOT 7300
PARCEL L

TAX LOT 7400
PARCEL LI

TAX LOT 7500
PARCEL LII

TAX LOT 7600
PARCEL LIII

TAX LOT 7700
PARCEL LIV

TAX LOT 7800
PARCEL LV

TAX LOT 7900
PARCEL LVI

TAX LOT 8000
PARCEL LVII

TAX LOT 8100
PARCEL LVIII

TAX LOT 8200
PARCEL LIX

TAX LOT 8300
PARCEL LX

TAX LOT 8400
PARCEL LXI

TAX LOT 8500
PARCEL LXII

TAX LOT 8600
PARCEL LXIII

TAX LOT 8700
PARCEL LXIV

TAX LOT 8800
PARCEL LXV

TAX LOT 8900
PARCEL LXVI

TAX LOT 9000
PARCEL LXVII

TAX LOT 9100
PARCEL LXVIII

TAX LOT 9200
PARCEL LXIX

TAX LOT 9300
PARCEL LXX

TAX LOT 9400
PARCEL LXXI

TAX LOT 9500
PARCEL LXXII

TAX LOT 9600
PARCEL LXXIII

TAX LOT 9700
PARCEL LXXIV

TAX LOT 9800
PARCEL LXXV

TAX LOT 9900
PARCEL LXXVI

TAX LOT 10000
PARCEL LXXVII

TAX LOT 10100
PARCEL LXXVIII

TAX LOT 10200
PARCEL LXXIX

TAX LOT 10300
PARCEL LXXX

TAX LOT 10400
PARCEL LXXXI

TAX LOT 10500
PARCEL LXXXII

TAX LOT 10600
PARCEL LXXXIII

TAX LOT 10700
PARCEL LXXXIV

TAX LOT 10800
PARCEL LXXXV

TAX LOT 10900
PARCEL LXXXVI

TAX LOT 11000
PARCEL LXXXVII

TAX LOT 11100
PARCEL LXXXVIII

TAX LOT 11200
PARCEL LXXXIX

TAX LOT 11300
PARCEL LXXXX

TAX LOT 11400
PARCEL LXXXXI

TAX LOT 11500
PARCEL LXXXXII

TAX LOT 11600
PARCEL LXXXXIII

TAX LOT 11700
PARCEL LXXXXIV

TAX LOT 11800
PARCEL LXXXXV

TAX LOT 11900
PARCEL LXXXXVI

TAX LOT 12000
PARCEL LXXXXVII

TAX LOT 12100
PARCEL LXXXXVIII

TAX LOT 12200
PARCEL LXXXXIX

TAX LOT 12300
PARCEL LXXXXX

TAX LOT 12400
PARCEL LXXXXXI

TAX LOT 12500
PARCEL LXXXXXII

TAX LOT 12600
PARCEL LXXXXXIII

TAX LOT 12700
PARCEL LXXXXXIV

TAX LOT 12800
PARCEL LXXXXXV

TAX LOT 12900
PARCEL LXXXXXVI

TAX LOT 13000
PARCEL LXXXXXVII

TAX LOT 13100
PARCEL LXXXXXVIII

TAX LOT 13200
PARCEL LXXXXXIX

TAX LOT 13300
PARCEL LXXXXXX

TAX LOT 13400
PARCEL LXXXXXXI

TAX LOT 13500
PARCEL LXXXXXXII

TAX LOT 13600
PARCEL LXXXXXXIII

TAX LOT 13700
PARCEL LXXXXXXIV

TAX LOT 13800
PARCEL LXXXXXXV

TAX LOT 13900
PARCEL LXXXXXXVI

TAX LOT 14000
PARCEL LXXXXXXVII

TAX LOT 14100
PARCEL LXXXXXXVIII

TAX LOT 14200
PARCEL LXXXXXXIX

TAX LOT 14300
PARCEL LXXXXXXX

TAX LOT 14400
PARCEL LXXXXXXXI

TAX LOT 14500
PARCEL LXXXXXXXII

TAX LOT 14600
PARCEL LXXXXXXXIII

TAX LOT 14700
PARCEL LXXXXXXXIV

TAX LOT 14800
PARCEL LXXXXXXXV

TAX LOT 14900
PARCEL LXXXXXXXVI

TAX LOT 15000
PARCEL LXXXXXXXVII

TAX LOT 15100
PARCEL LXXXXXXXVIII

TAX LOT 15200
PARCEL LXXXXXXXIX

TAX LOT 15300
PARCEL LXXXXXXX

TAX LOT 15400
PARCEL LXXXXXXXI

TAX LOT 15500
PARCEL LXXXXXXXII

TAX LOT 15600
PARCEL LXXXXXXXIII

TAX LOT 15700
PARCEL LXXXXXXXIV

TAX LOT 15800
PARCEL LXXXXXXXV

TAX LOT 15900
PARCEL LXXXXXXXVI

TAX LOT 16000
PARCEL LXXXXXXXVII

TAX LOT 16100
PARCEL LXXXXXXXVIII

TAX LOT 16200
PARCEL LXXXXXXXIX

TAX LOT 16300
PARCEL LXXXXXXX

TAX LOT 16400
PARCEL LXXXXXXXI

TAX LOT 16500
PARCEL LXXXXXXXII

TAX LOT 16600
PARCEL LXXXXXXXIII

TAX LOT 16700
PARCEL LXXXXXXXIV

TAX LOT 16800
PARCEL LXXXXXXXV

TAX LOT 16900
PARCEL LXXXXXXXVI

TAX LOT 17000
PARCEL LXXXXXXXVII

TAX LOT 17100
PARCEL LXXXXXXXVIII

TAX LOT 17200
PARCEL LXXXXXXXIX

TAX LOT 17300
PARCEL LXXXXXXX

TAX LOT 17400
PARCEL LXXXXXXXI

TAX LOT 17500
PARCEL LXXXXXXXII

TAX LOT 17600
PARCEL LXXXXXXXIII

TAX LOT 17700
PARCEL LXXXXXXXIV

TAX LOT 17800
PARCEL LXXXXXXXV

TAX LOT 17900
PARCEL LXXXXXXXVI

TAX LOT 18000
PARCEL LXXXXXXXVII

TAX LOT 18100
PARCEL LXXXXXXXVIII

TAX LOT 18200
PARCEL LXXXXXXXIX

TAX LOT 18300
PARCEL LXXXXXXX

TAX LOT 18400
PARCEL LXXXXXXXI

TAX LOT 18500
PARCEL LXXXXXXXII

TAX LOT 18600
PARCEL LXXXXXXXIII

TAX LOT 18700
PARCEL LXXXXXXXIV

TAX LOT 18800
PARCEL LXXXXXXXV

TAX LOT 18900
PARCEL LXXXXXXXVI

TAX LOT 19000
PARCEL LXXXXXXXVII

TAX LOT 19100
PARCEL LXXXXXXXVIII

TAX LOT 19200
PARCEL LXXXXXXXIX

TAX LOT 19300
PARCEL LXXXXXXX

TAX LOT 19400
PARCEL LXXXXXXXI

TAX LOT 19500
PARCEL LXXXXXXXII

TAX LOT 19600
PARCEL LXXXXXXXIII

TAX LOT 19700
PARCEL LXXXXXXXIV

TAX LOT 19800
PARCEL LXXXXXXXV

TAX LOT 19900
PARCEL LXXXXXXXVI

TAX LOT 20000
PARCEL LXXXXXXXVII

TAX LOT 20100
PARCEL LXXXXXXXVIII

TAX LOT 20200
PARCEL LXXXXXXXIX

TAX LOT 20300
PARCEL LXXXXXXX

TAX LOT 20400
PARCEL LXXXXXXXI

TAX LOT 20500
PARCEL LXXXXXXXII

TAX LOT 20600
PARCEL LXXXXXXXIII

TAX LOT 20700
PARCEL LXXXXXXXIV

TAX LOT 20800
PARCEL LXXXXXXXV

TAX LOT 20900
PARCEL LXXXXXXXVI

TAX LOT 21000
PARCEL LXXXXXXXVII

TAX LOT 21100
PARCEL LXXXXXXXVIII

TAX LOT 21200
PARCEL LXXXXXXXIX

TAX LOT 21300
PARCEL LXXXXXXX

TAX LOT 21400
PARCEL LXXXXXXXI

TAX LOT 21500
PARCEL LXXXXXXXII

TAX LOT 21600
PARCEL LXXXXXXXIII

TAX LOT 21700
PARCEL LXXXXXXXIV

TAX LOT 21800
PARCEL LXXXXXXXV

TAX LOT 21900
PARCEL LXXXXXXXVI

TAX LOT 22000
PARCEL LXXXXXXXVII

TAX LOT 22100
PARCEL LXXXXXXXVIII

TAX LOT 22200
PARCEL LXXXXXXXIX

TAX LOT 22300
PARCEL LXXXXXXX

TAX LOT 22400
PARCEL LXXXXXXXI

TAX LOT 22500
PARCEL LXXXXXXXII

TAX LOT 22600
PARCEL LXXXXXXXIII

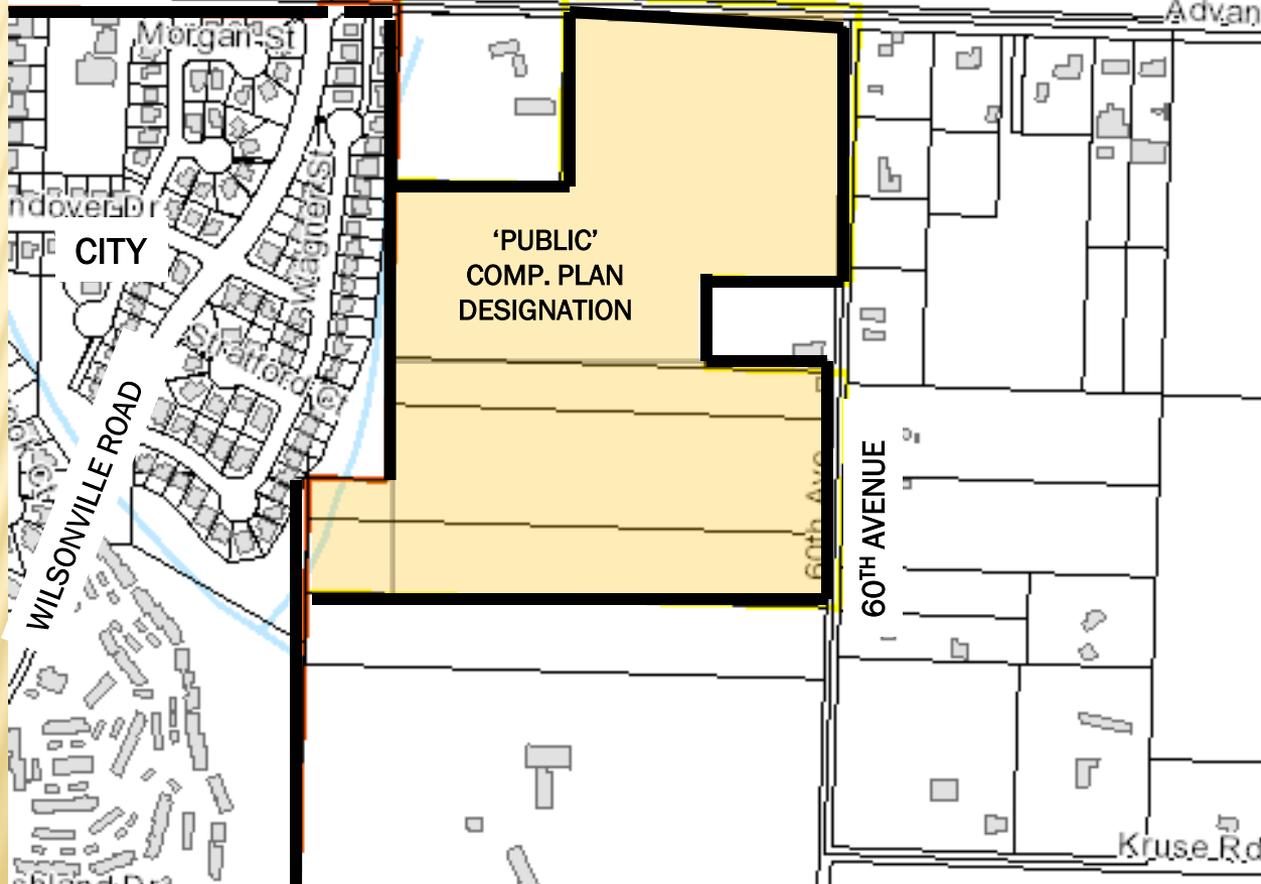
Tax Lots 2000, 2300, 2400 and 2500,
Section 18, Township 3 South, Range 1 East

Ordinance 774
Attachment 2

ATTACHMENT 2

BOECKMAN ROAD

ADVANCE ROAD



City Council Exhibit A

**STAFF REPORT
WILSONVILLE PLANNING DIVISION**

*West Linn – Wilsonville School District
Comprehensive Plan Map Amendment*
**CITY COUNCIL
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT**

HEARING DATE August 17, 2015
DATE OF REPORT: August 4, 2015

REQUEST/SUMMARY: The City Council is being asked to review a Quasi-judicial Comprehensive Plan Amendment for the West Linn – Wilsonville School District for property located at Advance Road and 60th Avenue.

LOCATION: Approximately 40 acres. Described as Tax Lots 2000, 2300, 2400 and 2500, Section 18, Township 3 South, Range 1 East, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

OWNER/APPLICANT/PETITIONER: West Linn - Wilsonville School District
APPLICANT’S REPRESENTATIVE: Mr. Keith Liden AICP, Bainbridge

COMPREHENSIVE PLAN MAP DESIGNATION: Agriculture (Clackamas County)
PROPOSED PLAN MAP DESIGNATION: Public

ZONE MAP CLASSIFICATION: Exclusive Farm Use (EFU, Clackamas County)
PROPOSED CITY ZONE DESIGNATION: Public Facility (PF)

STAFF REVIEWERS: Blaise Edmonds, Manager of Current Planning, Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

DEVELOPMENT REVIEW BOARD PANEL ‘B’ RECOMMENDATION: Approve the Comprehensive Plan Amendment.

APPLICABLE REVIEW CRITERIA

DEVELOPMENT CODE	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of the City Council
Section 4.198	Comprehensive Plan Map Amendments
OTHER CITY PLANNING	

DOCUMENTS	
Comprehensive Plan: Policy 3.1.10 Implementation Measure 3.1.10.a Implementation Measure 3.1.10.c Implementation Measure 3.1.10.e	Schools
Comprehensive Plan - Parks/Recreation/Open Space Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands. Annexation and Boundary Changes. Implementation Measure 2.2.1.e. Implementation Measure 2.2.1.a. Implementation Measure 3.1.11.a. Implementation Measure 3.1.11.b. Implementation Measure 3.1.11.d. Implementation Measure 3.1.11.g. Implementation Measure 3.1.11.h. Implementation Measure 3.1.11.i. Implementation Measure 3.1.11.j. Implementation Measure 3.1.11.l. Implementation Measure 3.1.11.n. Implementation Measure 3.1.11.o. (1 through 6) Implementation Measure 3.1.11.r. Implementation Measure 3.1.11.s.	Parks and Public Lands.
Statewide Planning Goals	
URBAN GROWTH MANAGEMENT FUNCTIONAL PLAN	Title 3 – Water Quality Resource Boundary and Title 13 (Sections 3.07.1310 – 3.07.1370) – Nature in Neighborhoods <ul style="list-style-type: none"> • conserves, protects and restores a continuous ecologically viable streamside corridor system integrated with upland wildlife habitat and the urban landscape
Parks and Recreation Master Plan	

Site description provided by the applicant:

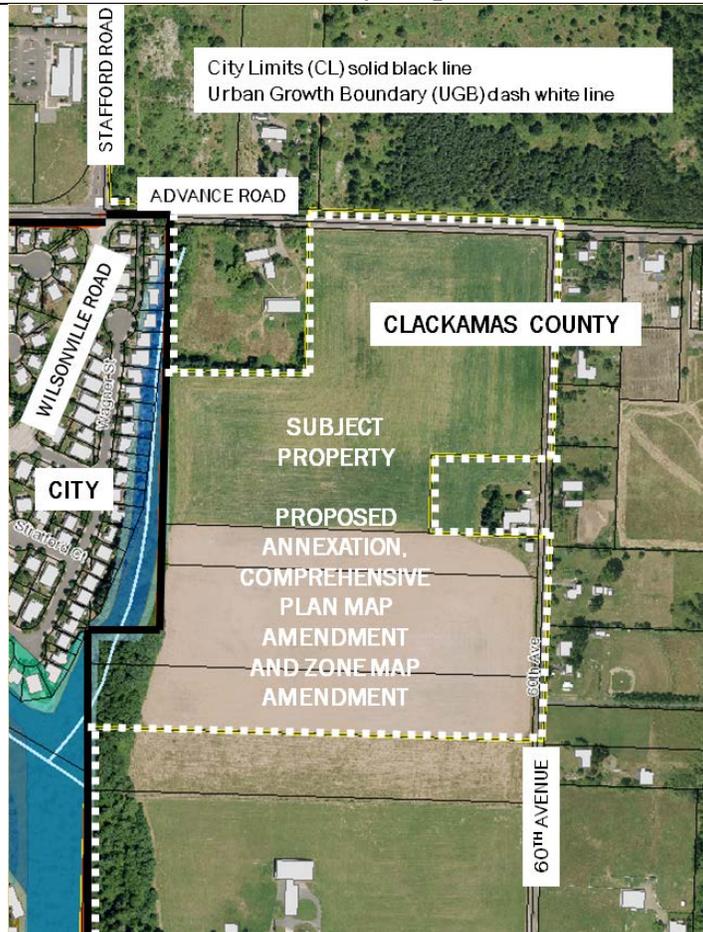
“The site, which consists of four tax lots, is located within unincorporated Clackamas County on the south side of Advance Road, immediately east of the Wilsonville city limit, and west of 60th Avenue. The property has frontage on both roads. The entire property is zoned EFU (Exclusive Farm Use) by Clackamas County. The minimum parcel size in the EFU Zone is 80 acres. It is located within Metro Urban Growth Boundary (Figure 1).”

Vicinity information provided by the applicant:

“The zoning and land use for the properties in the vicinity of the proposed site are summarized in Table 1 and Figure2. Although the site is adjacent to EFU land to the north, east, and south, there is no significant agricultural use in the immediate vicinity. Larger parcels in the area are generally grassland with no active farm operations. Several small-scale agricultural uses, such as nursery stock and Christmas trees, are found on a few rural acreages of five acres or less. An established single family residential neighborhood (Landover subdivision) is on the west side of Meridian Creek within the Wilsonville city limits. Boeckman Creek Primary School and Wilsonville High School are located to the southwest on the opposite side of the creek.”

Staff: The subject property is within the City UGB and it is adjacent to properties at the north, east and south that are in the Frog Pond Urban Reserve 4H.

Vicinity Map



SUMMARY:

A detailed introduction and compliance report in support of the application is provided by the applicant found in Exhibit B1. The applicant’s narrative adequately describes the requested

application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the applicant's submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Annexation (DB15-0046)

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools later this year and at a later date, a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Comprehensive Plan Map Amendment (DB15-0047)

The applicant is requesting to change the current Clackamas County Comprehensive Plan Map designation ‘Agriculture’ to the City of Wilsonville Comprehensive Plan Map designation ‘Public’ which is the appropriate designation for the public school and city park sites.

Zone Map Amendment (DB15-0048)

The applicant is requesting to change the current Clackamas County zoning designation from ‘Exclusive Farm Use’ (EFU) to the City of Wilsonville zone designation of ‘Public Facility’ (PF) which is the appropriate designation to the public school and city park sites. Also proposed is the inclusion of the Significant Resource Overlay Zone (SROZ) along the west side of the subject property shown on the Preliminary Survey for SROZ. The SROZ is an overlay zone on top of the base zone that results in protection of natural resource areas. A portion of Meridian Creek, a natural resource area, is on the School District property. A portion of Meridian Creek, a natural resource area, is on the School District property.

Stage I Preliminary Plan (DB15-0049)

The applicant is requesting to approval of a Stage I Preliminary Plan comprising of a middle school and a primary school on 30 acres, and a city park on 10 acres.

Discussion Points:

SW Advance Road Properties

Annexation, comprehensive plan mapping and rezoning of the subject property is proposed to begin laying the foundation for future development applications for two public schools and at a later date, a city park. The District proposes to construct a Middle School over the next two years, with a target opening date of September, 2017.

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.
- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.
- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City’s TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 of the TSP shows “Future Shared-Use Path” within the Meridian Creek corridor. The City’s Development Engineering Manager has considered the recommendations in the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property would ultimately connect the new Middle School with the existing Boeckman Creek Primary School and Wilsonville High School. As the design evolves in the next application submittal for the Stage II Final Plan for the Middle School, the applicant and the city should further evaluate the needs and alignment for off-site pathways(s) adjacent to the subject school and city park properties.

DB15-0047 COMPREHENSIVE PLAN MAP AMENDMENT

This action recommends adoption of the Comprehensive Plan Map Amendment to the City Council for the subject property with no conditions of approval.
--

EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the City Council as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case Files DB15-0047.

The following exhibits are hereby entered into the public record by the City Council in consideration of the applications as submitted:

- A. City Council Staff Report, findings, recommendation.
- A2. City Council Staff PowerPoint presentation.
- A3. Metro Council Action, UGB Case File No. 13-01: West Linn – Wilsonville School District.

Applicant's Written and Graphic Materials:

- B1. Application Summary, General Information, Background Information, Application Elements, Applicable Criteria: Oregon Statewide Planning Goal, Annexation, Comprehensive Plan Map Amendment, Zone Map Amendment, Stage I Preliminary Plan.
Exhibit A: Legal Description
Exhibit B: Topographic Information
Exhibit C: Natural Resources and SROZ Tentative Boundary
Exhibit D: DKS Transportation Impact Analysis
Exhibit E: Villebois School Site and Advance Road Sports Field Site Exchange Agreement
Exhibit F: Concept Master Plan, Full Size
Dated July 2, 2015.
- B2. CD of items listed in Exhibit B1.
- B3. Map showing proposed Meridian Creek pathway connection.
- B4. Petition for Annexation to the City Of Wilsonville, Legal Description and Survey Maps (4 maps).
- B5. *E-mail, William Ciz, dated July 24, 2015 including WLWSC responses, staff responses to the questions from Steve Adams and Blaise Edmonds.*

Full Plan Sheets

Survey SROZ boundary
Record of Survey – 4 sheets and including metes & bounds legal description
Topographic Site Map

Development Review Team

- C1. Engineering Division Conditions, Dated July 10, 2015
- C2. Memo, Jason Arn, TVFR, dated June 29, 2015.
- C3. Memo, Public Works Department, dated July 13, 2015

Public Testimony

Letters (neither For nor Against):

- D1. E-mail, Brian Roche, dated July 16, 2015, including staff responses to the questions from Steve Adams and Blaise Edmonds.
- D2. *E-mail, William Ciz, dated July 24, 2015 including staff responses to the questions from Steve Adams and Blaise Edmonds.*
- D3. *Letter, Stan Sat*

Letters (In Favor): None submitted, Letters (Opposed): None submitted.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on June 4, 2015. On June 8, 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. On July 2, 2015 staff determined the application to be complete. The City must render a final decision for the request, including any appeals, by October 30, 2015.
2. Prior land use actions include: None
3. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criterion: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

Finding: This criterion is met.

Explanation of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

Finding: This criterion is satisfied.

Explanation of Finding: The application has been submitted on behalf of the West Linn – Wilsonville School District.

Subsection 4.011 (.02) B. Lien Payment before Application Approval

Review Criterion: “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.”

Finding: This criterion is satisfied.

Explanation of Finding: No applicable liens exist for the subject property.

REQUEST B: COMPREHENSIVE PLAN MAP AMENDMENT
--

The applicant's response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Comprehensive Plan – Comprehensive Plan Changes

The City of Wilsonville's Comprehensive Plan, provide the following procedure for amending the Comprehensive Plan:

B1. Review Criterion: Who May Initiate Plan Amendments

Finding: This criterion is satisfied.

Explanation of Finding: The school district (owner) through their authorized agent (Mr. Keith Liden AICP, Bainbridge) has made application to modify the Comprehensive Plan map designation for the subject property from the Clackamas County Comprehensive Plan designation 'Agriculture' to City Comprehensive Plan designation 'Public'.

Application for Comprehensive Plan Amendment

The applicant has met all applicable filing requirements for a Comprehensive Plan Map amendment.

B2. Review Criterion: Consideration of Plan Amendment

Finding: This criterion is satisfied.

Explanation of Finding: The Planning Division received the application on June 4, 2015. Staff met with the applicant subsequent to the submittal of the application to discuss the completeness of the application and perceived deficiencies of the application. The application was deemed complete on July 2, 2015. The findings and recommended conditions of approval adopted by the Development Review Board in review of the application to modify the Comprehensive Plan Map designation will be forwarded as a recommendation to the City Council.

B3. Review Criteria: Standards for Development Review Board and City Council Approval of Plan Amendments (page 8 of the Comprehensive Plan):

a. The proposed amendment is in conformance with those portions of the Plan that are not being considered for amendment.

Finding: These criteria are satisfied.

Explanation of Finding: Findings B1 through B27, which satisfy these Plan policies.

B4. Review Criterion: b. The granting of the amendment is in the public interest.

Finding: This criterion is satisfied.

Explanation of Finding: The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied. . The public interest is served by providing an additional

Middle School to alleviate existing over-crowding at the only Middle School in the City, Wood Middle School.

B5. Review Criteria: c. The public interest is best served by granting the amendment at this time.

Finding: These criteria are satisfied.

Explanation of Finding: Last year, the District passed a successful bond measure to fund the construction of new schools. With the existing over-crowding at Wood Middle School, the public interest will be best served by granting the amendment at this time, leading toward ultimate submittal of Stage II and Site Design Review plans for the school. The District plans to construct the site over 2016 in preparation for opening the new Middle School in September, 2017. The applicant has satisfied requirements of citizen involvement and public notice requirements.

B6. Review Criteria: d. The following factors have been adequately addressed in the proposed amendment:

Suitability of the various areas for particular land uses and improvements;

Finding: These criteria are satisfied.

Explanation of Finding: The subject 40 acre property is undeveloped agricultural land with minor slopes which is suitable for the specific planned use and associated public improvements. The 40 acre property has direct frontage on Advance Road and SW 60th Avenue for access. The City Engineering Division has indicated through Public Facilities (PF) conditions of approval found in this staff report that public utilities, i.e., water, sanitary sewer, storm sewer and street improvements can be accomplished to serve the subject property.

Land uses and improvements in the area;

Finding: This criterion is satisfied.

Explanation of Finding: Adjacent uses are primarily agriculture and rural residential. Adjacent to the west of the subject property is a residential subdivision within the city but is bisected by Meridian Creek. A portion of Meridian Creek is on School District property.

Trends in land improvement;

Finding: This criterion is satisfied.

Explanation of Finding: The proposal is for public schools and a future city park which is responding to a public need to relieve crowded schools and to meet the demand for more recreational sport fields.

Density of development;

Finding: This criterion is not applicable.

Explanation of Finding: The proposal does not plan for residential development.

Property values;

Finding: This criterion is satisfied.

Explanation of Finding: A professional analysis of property values has not been provided to staff. However in the professional opinion of staff when Lowrie Primary School was recently constructed it contributed to a flurry of single-family home construction in Villebois. The creation of more park land in this request can add more livability to the east side of Wilsonville and to Clackamas County residents in the area.

Needs of economic enterprises in the future development of the area;

Finding: This criterion is satisfied.

Explanation of Finding: The subject property is within the City UGB and would involve capital projects for public infrastructure improvements.

Transportation access:

Finding: This criterion is satisfied.

Explanation of Finding: On pages 5 and 6 of The DKS Transportation Impact Analysis (Exhibit D of Exhibit B1) DKS proposes several transportation mitigation recommendations for the subject property. The City Engineering Division has considered the mitigation recommendations and has factored them in the proposed Public Facilities (PF) conditions of approval for the Stage I Preliminary Plan in this staff report.

Natural resources; and Public need for healthful, safe and aesthetic surroundings and conditions:

B7. Finding: This criterion is satisfied.

Explanation of Finding: In Request E the applicant is requesting to map and incorporate a SROZ area along the west side of the subject property. A portion of Meridian Creek is on the School District property. Since the subject property is currently outside the City Limits, SROZ has not been established for Meridian Creek that is adjacent to and on the property. The proposed SROZ area is approximately 1.95 acres. The proposed SROZ is a Metro Title 3/13 and Statewide Planning Goal 5 natural resource area. The applicant does not intend to modify or impact the SROZ. It will also serve as a buffer to the adjacent Landover subdivision to the west. The applicant has also conducted a natural resources assessment prepared by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

B8. Review Criteria: e. Proposed changes or amendments to the Comprehensive Plan do not result in conflicts with applicable Metro requirements.

Wilsonville Development Code (WC) – Comprehensive Plan Changes

Subsection 4.198(.01) of the Development Code stipulates, “Proposals to amend the Comprehensive Plan, or to adopt new elements or sub-elements of the Plan, shall be subject to the procedures and criteria contained in the Comprehensive Plan. Each such amendment shall include findings in support of the following:

B9. Review Criterion: Approval Criterion A: “That the proposed amendment meets a public need that has been identified;”

Finding: This criterion is satisfied.

Explanation of Finding: In 2014, voters approved a school bond entitling the school district to proceed with development on the subject 30 acre area of the property.

- B10. Review Criterion: Approval Criterion B: “That the proposed amendment meets the identified public need at least as well as any other amendment or change that could reasonably be made;”**

Finding: This criterion is satisfied.

Explanation of Finding: As stated in Finding B9, a school bond was passed authorizing the school district to proceed with development on the subject property for schools. The current Clackamas County Zoning Map identifies the subject property as ‘EFU.’ It is appropriate to designate these properties as Public Lands.

- B11. Review Criterion: Approval Criterion C: “That the proposed amendment supports applicable Statewide Planning Goals, or a Goal exception has been found to be appropriate;”**

Finding: This criterion is satisfied.

Explanation of Finding: With the implementation of the proposed conditions of approval, the propose amendment supports the applicable Statewide Planning Goals. Findings to the Statewide Planning Goals were prepared by the applicant in Exhibit B1.

- B12. Review Criterion: Approval Criterion D: “That the proposed change will not result in conflicts with any portion of the Comprehensive Plan that is not being amended.”**

Finding: This criterion is satisfied.

Explanation of Finding: The applicant is requesting an amendment to the Comprehensive Plan Map for the subject property referenced herein. The applicant does not propose to modify or amend any other portion of the City of Wilsonville Comprehensive Plan.

- B13. Review Criterion: Policy 3.1.10 The City of Wilsonville shall continue to coordinate planning for educational facilities with all three local school districts and Clackamas Community College.**

Finding: This criterion is satisfied.

Explanation of Finding: The City of Wilsonville has and will continue to coordinate planning for educational facilities with the three local school districts and Clackamas Community College with the development of Clackamas Community College in Town Center, Wilsonville High School, Wood Middle School, Boeckman Creek Primary School, Boones Ferry Primary School and Lowrie Primary School. In this application, the West Linn – Wilsonville School District proposes to annex the site and ultimately develop the subject property for a middle school, primary school. The School District and the City Parks and Recreation Department are coordinating site planning to share outdoor recreational facilities for public use.

- B14. Review Criterion: Implementation Measure 3.1.10.a. To provide better continuity throughout the community and realize the maximum benefit to the local tax structure, the City will continue to support the consolidation of the entire City limits into one school district.**

Finding: This is an ongoing effort.

Explanation of Finding: Currently the city is within three school districts; West Linn – Wilsonville School District (land area between the Willamette River and the northerly boundary of the Ralph Elligsen property); Canby School District (Charbonneau) and Sherwood School District (land north of the Ralph Elligsen property). The respective school district boundaries have remained relatively unchanged for over 35 years.

B15. Review Criterion: Implementation Measure 3.1.10.c. The City shall continue to coordinate with the school districts for the planning, scheduling, and construction of needed educational facilities. To minimize unnecessary duplication, the City will also work in concert with the school districts for the provision of recreational facilities and programs.

Finding: This criterion is satisfied.

Explanation of Finding: As stated in Finding B14, the City of Wilsonville has and will continue to coordinate planning for educational facilities with the three local school districts and Clackamas Community College demonstrated by development of Clackamas Community College in Town Center, Wilsonville High School, Wood Middle School, Boeckman Creek Primary School, Boones Ferry Primary School and Lowrie Primary School. In this application the West Linn – Wilsonville School District and the City have partnered in site planning of the school property and the city park. The school district and the City Parks and Recreation Department are coordinating to share outdoor recreational facilities for public use.

B16. Review Criterion: Implementation Measure 3.1.10.e. It is the basic reasoning of these policies that development within the City should not be regulated based on the availability of school facilities and services. Rather, these services should be planned for and provided to meet the demands created by development. If, however, school facilities and/or services were determined to be severely inadequate and the school district is unable to provide satisfactory improvement, then growth limitations would be appropriate.

Finding: This criterion is satisfied.

Explanation of Finding: West Linn – Wilsonville School District in this application has planned for and provided to meet the demands created by residential development with passage of several school bond measures over decades.

B17. Comprehensive Plan - Parks/Recreation/Open Space

“Encourage commercial recreation carefully sited within, or adjacent to, other uses. These standards recognize the importance of an adequate park and recreation system to the physical, mental and moral health of the community. They also represent a common-sense approach to parks planning and are, therefore, reaffirmed by this Plan. The Park and Recreation system envisioned is a combination of passive and active recreational areas including specified park lands, schools, and linear open spaces in both public and private ownership. It is a basic premise of this Plan that the availability of conveniently located open recreational spaces is more important than the form of ownership. In planning for such a system, it is helpful to classify the individual components (neighborhood parks, community parks, Greenway, etc.) which will or could comprise the park system. In addition, the establishment of a reasonable acquisition and development program requires a listing of priorities and a guide to desirable service levels. To maximize effectiveness, however, the actual development of such a system requires relating the

provision of facilities and services to the particular needs and recreational desires of the residents to be served. In recognition of Statewide Planning Goals and to provide a framework for development of park and recreation facilities, the following policy and implementation measures have been established:"

"Parks and recreational facilities in and around Wilsonville are provided for by the City, County, State and local school districts. The City's close proximity to Portland provides local residents with numerous recreational and entertainment opportunities provided throughout the metropolitan area, all within a 30 to 40 minute drive. Even the ocean beaches, Mt. Hood and other Cascade Mountains and several campgrounds, rivers and lakes are close at hand, within a couple of hours drive, thus providing an abundance of recreational activities. Within the City, recreational planning is coordinated with the West Linn-Wilsonville School District. The District provides traditional physical education programs as part of their regular school curriculum plus competitive sports programs in the upper grade levels. Other youth sports programming is provided by the City and a variety of non-profit organizations. The School District's community education program also provides recreational programs for both youth and adult activities and coordinates the use of District facilities. As the City continues to grow, additional facilities and services will need to be developed. The following Park and Recreation policies are further supported by policies in the Land Use and Development Section of the Comprehensive Plan regarding the natural environment, natural resources, and general open space. The 1971 General Plan and the 1988 Comprehensive Plan sought to:

1. Preserve the natural integrity of the Willamette River. Provide for frequent contact with the river. Encourage development of an adequate park and recreation system which would contribute to the physical, mental and moral health of the community.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed city park is not within the Willamette River Greenway Boundary. The City has an extensive park system with a variety of parks dispersed throughout with convenient access. They provide for a wide range of recreational attractions which contributes to the physical, mental and moral health of the community.
2. Encourage the school/park concept as a basic feature of the park element of the Plan.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed 10 acre city park is immediately adjacent to the proposed site for two schools.
3. Develop parks and open spaces where the land and surrounding development make it least suited for intensive development.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed 10 acre city park is currently agricultural land within Clackamas County and it would be annexed with this application.
4. Develop an extensive system of trails along stream courses and power line easements.
Finding: This criterion is satisfied.

Explanation of Finding: The subject property for the proposed schools and the city park is adjacent to the Meridian Creek corridor at its westerly boundary. The Parks and Recreation Master Plan shows a trail along Meridian Creek connecting existing and future schools. Pathway access to the subject property is dependent upon the steepness of the creek banks and other factors. The subject property does not have power line easements.

5. Encourage early acquisition of recreation sites to protect them from development and to reduce the public cost of acquiring the land.”

Finding: This criterion is satisfied.

Explanation of Finding: The City and the school district have demonstrated excellent vision to plan for new schools and for a city park at a location that would reduce the public cost to acquire.

Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands.

- B18. Review Criterion: Implementation Measure 3.1.11.a.** Identify and encourage conservation of natural, scenic, and historic areas within the City.

Finding: This criterion is satisfied.

Explanation of Finding: The City Natural Resources Department and the school district’s natural resources consultant, Taya MacLean, MS., has coordinated their efforts to map Metro Title 3/13 and Goal 5 natural resources on the subject property. SROZ is included along the west side of the subject property is part of the proposed zone map amendment to PF. The subject property is not identified by the US Government, State of Oregon or Clackamas County as a historic site.

- B19. Review Criterion: Implementation Measure 3.1.11.b.** Provide an adequate diversity and quantity of passive and active recreational opportunities that are conveniently located for the people of Wilsonville.

Finding: This criterion is satisfied.

Explanation of Finding: See Finding B17.

- B20. Review Criterion: Implementation Measure 3.1.11.d.** Continue the acquisition, improvement, and maintenance of open space.

Finding: This criterion is satisfied.

Explanation of Finding: in addition to the recreational amenities at the school, which include a track, football and soccer, this application includes the site for a city community park at 10 acres in size for development of a future public park.

- B21. Review Criterion: Implementation Measure 3.1.11.g.** Where appropriate, require developments to contribute to open space.

Finding: This criterion is satisfied.

Explanation of Finding: The proposed zone change will create SROZ along the west side of the subject property of approximately 1.95 acres. The Stage I Master Plan for the proposed school site shows tack/soccer field and a future soccer field. The future city park

at the northeast corner of the property is anticipated be programmed with active recreation, specifically sports fields.

B22. Review Criterion: Implementation Measure 3.1.11.h. Protect residents from bearing the cost for an elaborate park system, excessive landscape maintenance, and excessive public facility costs.

Finding: This criterion is satisfied.

Explanation of Finding: Sport fields associated with the school site will be maintained by the school district. Sports fields are anticipated at the city park. Wilsonville has a variety of sports available for area residents. Many of the sports are handled by organizations not directly affiliated with the City of Wilsonville. Wilsonville Parks and Recreation is responsible for the management and maintenance of the sports fields. Fields are available for rental from spring to fall. The ability to share recreational amenities between the two sites is a benefit to the community helping to save costs.

B23. Review Criterion: Implementation Measure 3.1.11.i. Develop limited access natural areas connected where possible by natural corridors for wildlife habitat and watershed and soil/terrain protection. Give priority to preservation of contiguous parts of that network which will serve as natural corridors throughout the City for the protection of watersheds and wildlife.

Finding: This criterion is satisfied.

Explanation of Finding: The proposed SROZ may have soft trail pathway access from the subject property to the Meridian Creek corridor.

B24. Review Criterion: Implementation Measure 3.1.11.j. Identify areas of natural and scenic importance and where appropriate, extend public access to, and knowledge of such areas, to encourage public involvement in their preservation.

Finding: This criterion is satisfied.

Explanation of Finding: See Finding B18.

B25. Review Criterion: Implementation Measure 3.1.11.l. Encourage the interconnection and integration of open spaces within the City and carefully manage development of the Willamette River Greenway.

Finding: This criterion is satisfied.

Explanation of Finding: The subject school property and the future city park will be interconnected in terms of program use and parking provisions. The subject property is not within the Willamette River Greenway Boundary.

B26. Review Criterion: Implementation Measure 3.1.11.n. Park classifications and standards shall be developed to guide a program for acquisition and development of a park and open space system to insure an adequate supply of usable open space and recreational facilities, directly related to the specific needs of the local residents.

Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city park is classified in the Parks and Recreation Master Plan a 'Community Park'.

B27. Review Criteria: Implementation Measure 3.1.11.o. Individual park and recreational sites, as defined by the parks and open space standards and classification system will be developed according to the following priorities:

1. Where possible, facilities within a park should be adjusted to meet the needs and desires of the local residents and the characteristics of the site. Park and/or recreational facilities in demand and least supply should receive the highest priorities.

Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city is not currently master planned for site development. It is anticipated that it will have sports fields. Final development review requires public involvement and a public hearing process to determine desires of the local residents and the characteristics of the site.

2. Parks should be planned to insure maximum benefit to the greatest number of local residents. For this reason, acquisition and development of community level parks should be given the highest park priority.

Finding: This criterion is satisfied.

Explanation of Finding: The Parks and Recreation Master Plan described a 'Community Park' as being the Advance Road School Community Park (P18) as well as a City Community Park (P15)

“P18 - Advance Road School Community Park:

The vision for the proposed Advance Road community school park (P18) is to develop an innovative combination school and community park as a partnership between the City of Wilsonville and the West Linn/Wilsonville School District. The schools planned at Advance Road are a middle school and a primary school. The school park at this site will need to reflect the character of both school populations and potentially offer the opportunity for a larger multiuse recreational facility. The vision for the site at the new schools is for a park that combines major active recreation elements, a naturalized area which serves as a community resource and an outdoor classroom, as well as community picnic facilities and exercise trails. As the design opportunity approaches, evaluate the needs for the age level and number of sports fields and work with the school district for their facility design. Interim development of sports fields ahead of the school development and located in a way that can be incorporated in the future school design will reduce interruption and create a better blend of facilities. The following process is recommended in the design and development of a signature school community park:

1. Involve appropriate stakeholders to develop a detailed site concept and building program for a shared use facility. Because the site is large and planned for two school levels, the park will be well-suited for more mixed use recreation. The following elements should be incorporated:

- a. Dedicated athletic fields, possibly including lighting;
- b. Paved courts, including some that are covered for year round use;
- c. A natural area, or naturalized area that provides an opportunity for environmental education;
- d. At least one picnic shelter (for 30+ people) that serves as a community gathering place and can be used as an outdoor classroom;

- e. Multi-use fields to support organized sports played by younger age groups (T-ball, U8 soccer, etc.);
 - f. At least one gymnasium designed to support community use, including an entrance directly to the grounds and restrooms accessible from the gymnasium. A staffing desk and office should be provided to facilitate after school and evening hours programming;
 - g. A creative play environment that may incorporate a second shelter;
 - h. A connection to Local Access Trail 10 (as designated in the Bicycle and Pedestrian Master Plan); **Staff comment:** Local Access Trail 10 is northwest and off site of the subject property has no reasonable connection.
 - i. Restrooms available for public use;
 - j. Bouldering or other active play features suitable for older age groups; and
 - k. Skate feature.
2. Establish an updated joint use agreement with the School District that spells out daytime public use areas, public use hours of school facilities, and responsibilities for financing, operations, maintenance, and staffing.
 3. Contribute to the design, construction, and other costs to finance the project.”
3. Development of additional neighborhood Parks will have a lower priority for public funding. To assure localized benefit, development and maintenance on neighborhood parks shall continue to be accomplished through homeowner associations.
Finding: This criterion is satisfied.
Explanation of Finding: The future 10 acre city park is not designed. It would require separate Stage II and Site Design Review applications for consideration of all of its park amenities. The future 10 acre city park is classified as a ‘Community Park’ not a ‘Neighborhood Park’.
 4. **Small neighborhood parks** have the lowest development priority and should be supplied at public expense only if an area is determined to be isolated from access to other parks, or where space is extremely limited, and the park is supported by the adjacent neighborhood. Maintenance of such parks should be assigned to a homeowners' association or other neighborhood organization. Small neighborhood parks tend to benefit a very localized population. It is, therefore, the intent of these standards to assign, where possible, the financial burden of maintenance and even development to those that benefit the most. In addition, a significant factor affecting maintenance costs is one of transporting equipment from park to park. Therefore, by concentrating public maintenance efforts to a few community parks, efficient use of maintenance dollars can be maximized.
Finding: This criterion is satisfied.
Explanation of Finding: The future 10 acre city park will be classified as a ‘Community Park’ not a ‘small neighborhood park’.
 5. Provision of regional park facilities will only be considered as an inter-jurisdictional project; and should have a low priority unless unusual circumstances arise.
Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city park will be classified as a ‘Community Park’ not a ‘Regional Park’.

6. The City will encourage dedication or acquisition of land for parks and other public purposes in excess of lands needed to satisfy immediate needs.

Finding: These criteria are satisfied.

Explanation of Finding: The school district will make a separate application to partition the subject 40 acres into 2 parcels that will create the proposed 10 acre city park. However, it has not been designed and funded to satisfy immediate park needs.

B28. Review Criterion: Implementation Measure 3.1.11.r. The City shall continue to work on cooperative arrangements with the school districts to encourage provision of adequate year-round recreational programs and facilities, and to eliminate unnecessary overlap of facilities. Joint ventures in providing facilities and programs should be carefully considered in order to maximize the use of public funds in meeting local needs. Safe and convenient access to park and recreation facilities is an important factor in a successful park system. The pedestrian/bicycle/equestrian paths are essentially an element of the City's transportation system and policies regarding their development are included in the Transportation Systems Plan. Pathways do, however, also serve a recreational function and are, therefore, referenced in this element. This is particularly true with respect to coordination/alignment of proposed pathways with park and recreational facilities, including schools.

Finding: This criterion is satisfied.

Explanation of Finding: The Parks and Recreation Department is anticipating updating the Parks and Recreation Master Plan to: “encourage provision of adequate year-round recreational programs and facilities, and to eliminate unnecessary overlap of facilities. Joint ventures in providing facilities and programs should be carefully considered in order to maximize the use of public funds in meeting local needs.”

B29. Review Criterion: Implementation Measure 3.1.11.s. Facilities constructed to implement the Bicycle and Pedestrian Master Plan shall be designed to insure safe and convenient pedestrian, bike and, where appropriate, equestrian access from residential areas to park, recreational and school facilities throughout the City.

Finding: This criterion is satisfied.

Explanation of Finding:

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a

connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.

- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.
- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City's TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 Bicycle Routes of the TSP shows "Future Shared-Use Path" within the Meridian Creek corridor. The City Development Engineering Manager has considered the recommendations in the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property which would connect southwest along Meridian Creek to the existing primary and high schools. As the design opportunity approaches in the next application submittal for the Stage II Final Plan of the middle school, the applicant and the city should further evaluate the needs for on and off-site pathways(s) adjacent to the subject school and city park properties.

OAR 660-012-0060 Transportation Planning Rule for Plan and Land Use Regulation Amendment

- B30. Review Criteria:** Amendments to functional plans, acknowledged comprehensive plans, and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the identified function, capacity, and performance standards (e.g. level of service, volume to capacity ratio, etc.) of the facility. This shall be accomplished by either:
- (a) Limiting allowed land uses to be consistent with the planned function, capacity, and performance standards of the transportation facility;
 - (b) Amending the TSP to provide transportation facilities adequate to support the proposed land uses consistent with the requirements of this division;
 - (c) Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes; or
 - (d) Amending the TSP to modify the planned function, capacity and performance standards, as needed, to accept greater motor vehicle congestion to promote mixed use, pedestrian friendly development where multimodal travel choices are provided.

(2). A plan or land use regulation amendment significantly affects a transportation facility if it:

- (a) Changes the functional classification of an existing or planned transportation facility;
- (b) Changes standards implementing a functional classification system;
- (c) Allows types or levels of land uses which would result in levels of travel or access which are inconsistent with the functional classification of a transportation facility; or
- (d) Would reduce the performance standards of the facility below the minimum acceptable level identified in the TSP.

Finding: These criteria are satisfied.

Explanation of Finding: The applicant's proposal would not significantly affect transportation facilities identified in the City's Transportation Systems Plan (TSP) (See the discussion at OAR-660-012-0060(2) below). The proposed conditions of approval would mitigate any impacts. The Comprehensive Plan Amendment and Zone Map Amendment do not propose any new amendments to the TSP.

Explanation of Finding: The applicant did not propose amendments to the TSP which would significantly affect transportation facilities identified in the City's Transportation Systems Plan (TSP) (See the discussion at OAR-660-012-0060(2) below). The Comprehensive Plan Amendment and Zone Map Amendment do not propose any new amendments to the TSP.

DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 of their report states:

The City's TSP was approved by the City Council on June 17, 2013.

The on-site circulation system proposed in the Conceptual Master Plan in Exhibit B1 is designed to reflect the principles of smart growth encouraging alternatives to the automobile while accommodating all travel modes, including school buses, passenger cars, bicycles and pedestrians. Accordingly, there is separated bus, passenger car, bicycle and pedestrian circulation that will connect users of the various modes to the major activities inside and outside the school property. It shows the planned improvements of the impacted street system with ten (10) foot wide multi-model sidewalks and bicycle lanes. Safe Routes to School planning is a key concept that will be implemented through the construction phase.

The proposed Comprehensive Plan Map and Zone Map Amendments do not propose to change the functional classification of an existing City street facility or one planned in the TSP. Advance Road and SW 60th Avenue are currently under Clackamas County jurisdiction and agreement will be made to allow the City to improve those streets to City TSP designs and Public Works Standards.

The proposed Comprehensive Plan Map and Zone Map Amendments legislative do not propose to change standards implementing a functional classification system (see also the discussion at OAR 660-012-0060(2)(a), above).

The City has adopted traffic concurrency standards which will be applied to development in the subject school property UGB area during subsequent development review to ensure levels of travel and access are not inconsistent with the functional classification of a transportation facility and maintain performance standards adopted in the TSP.

SUMMARY FINDING FOR REQUEST (B):

The proposed Comprehensive Plan Map Amendment meets all applicable requirements and its approval may be recommend to the City Council.

ORDINANCE NO. 775

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE CLACKAMAS COUNTY EXCLUSIVE FARM USE (EFU) ZONE TO THE PUBLIC FACILITY (PF) ZONE ON APPROXIMATELY 40 - ACRES AND APPLYING THE SIGNIFICANT RESOURCE OVERLAY ZONE (SROZ) ON APPROXIMATELY 1.95 ACRES COMPRISING TAX LOTS 2000, 2300, 2400 AND 2500 OF SECTION 18, T3S, R1E, CLACKAMAS COUNTY, OREGON, WEST LINN – WILSONVILLE SCHOOL DISTRICT, APPLICANT AND OWNER.

RECITALS

WHEREAS, West Linn – Wilsonville School District (“Applicant and Owner”) has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the development application form has been signed by Tim Woodley, Director of Operations for West Linn – Wilsonville School District, as Owner of the real property legally described and shown on Attachment 1, attached hereto and incorporated by reference herein (“Property”); and

WHEREAS, the Zone Map Amendment and applying the Significant Resource Overlay Zone (SROZ) is contingent on annexation of the Property to the City of Wilsonville, which annexation has been petitioned for concurrently with the Zone Map Amendment request; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the Zone Map Amendment request and prepared a staff report for the Development Review Board, finding that the application met the requirements for a Zone Map Amendment and applying SROZ and recommending approval of the Zone Map Amendment and applying SROZ, which staff report was presented to the Development Review Board on July 27, 2015;

WHEREAS, the Development Review Board Panel B held a public hearing on the application for a Zone Map Amendment on July 27, 2015, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 309 which recommends that the City Council approve a request for a Zone Map Amendment and applying SROZ (Case File DB15-0048), adopts the Exhibit B staff report with findings and recommendation, all as placed

on the record at the hearing, certain of which are contingent on City Council approval of the Zone Map Amendment and applying SROZ and authorizes the Planning Director to issue approvals to the Applicant consistent with the staff report, as adopted by DRB Panel B; and

WHEREAS, on August 17, 2015, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board, including the Development Review Board and City Council staff reports; took public testimony; and, upon deliberation, concluded that the proposed Zone Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

Section 1. Findings. The City Council adopts, as findings and conclusions, the forgoing Recitals and the Development Review Board staff report, as contained in the record of the above described DRB hearing and incorporates it by reference herein, as if fully set forth.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended, upon finalization of the annexation of the Property to the City, by Zoning Order DB15-0048, attached hereto as Exhibit A, from the Clackamas County Exclusive Farm Use (EFU) Zone to the Public Facility (PF) Zone described and shown on Attachments 1 and 2, and applying Significant Resource Overlay Zone (SROZ) described and shown on Attachment 3.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 17th day of August 2015, and scheduled for a second reading at a regular meeting of the Council on the 10th day of September 2015, commencing at the hour of 7:00 P.M. at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of September, 2015 by the following votes:

Yes: ____ No: ____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of September, 2015.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp -
Council President Starr -
Councilor Fitzgerald -
Councilor Stevens -
Councilor Lehan -

Exhibits and Attachments:

Exhibit A - Zoning Order DB15-0048.
Attachment 1, Legal Description and Survey Map
Attachment 2, Map Depicting Zone Amendment
Attachment 3, Legal Description and Survey Map for SROZ
Exhibit B Zone Map Amendment Findings, August 4, 2015.
Exhibit C - DRB Resolution No. 309
Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 27, 2015 and the application on compact disk.
Exhibit E – July 27, 2015 DRB Minutes

EXHIBIT A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
WEST LINN – WILSONVILLE SCHOOL DISTRICT**

In the Matter of the Application of)	
Mr. Keith Liden AICP, Bainbridge,)	
Agent for the Owner,)	
West Linn – Wilsonville School District)	ZONING ORDER DB15-0048
for a Rezoning of Land and Amendment)	
of the City of Wilsonville)	
Zoning Map Incorporated in Section 4.102)	
of the Wilsonville Code.)	

The above-entitled matter is before the Council to consider the application of DB15-0048, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on the attached Exhibit 1 has heretofore appeared on the Clackamas County zoning map Exclusive Farm Use (EFU).

The Council having heard and considered all matters relevant to the application for a zone Map Amendment, including the Development Review Board record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of approximately 40 acres comprising Tax Lots 2000, 2300, 2400 and 2500 Section 18, 3S 1E as more particularly shown in the Zone Map Amendment Map, Attachment 1 and described and shown in Attachment 2 is hereby rezoned to Public Facility (PF), and approximately 1.95 acres of the Property is hereby designated Significant Resource Overlay Zone (SROZ) described and shown on Attachment 3 detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This ____ day of September, 2015.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, MMC, City Recorder

Exhibit A: Zoning Order
Attachment 1, Legal Description and Survey Map
Attachment 2, Map Depicting Zone Amendment
Attachment 3, Legal Description and Survey Map - SROZ

LEGAL DESCRIPTION
ADVANCE ROAD SITE
WEST LINN WILSONVILLE SCHOOL DISTRICT

#6729
5/6/15 MAR

EXHIBIT "A"

A TRACT OF LAND LOCATED IN THE NORTHWEST ONE-QUARTER OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING DESCRIBED AS FOLLOWS:

PARCEL 1

BEGINNING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 727.84 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO WAYNE G. LOWRIE AND SHIRLEY L. LOWRIE, TRUSTEES OF THE LOWRIE FAMILY TRUST, RECORDED IN MAY 3, 1991, IN DOCUMENT NO. 91-20213, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE BOUNDARY OF SAID LOWRIE TRACT THE FOLLOWING TWO (2) COURSES: N.89°38'52"W., 368.48 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.00°05'22"W., 250.00 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE N.89°38'52"W., 859.47 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER" A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS COUNTY; THENCE ALONG THE EAST LINE OF SAID TRACT "C", N.00°11'43"W., 489.70 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAMP STAMPED "COMPASS ENGINEERING" AT THE SOUTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO FAY A. GYAPONG, RECORDED MARCH 3, 2014 IN DOCUMENT NO. 2014-011271, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE SOUTH AND EAST LINES OF SAID TRACT THE FOLLOWING TWO (2) COURSES: S.89°44'47"E., 451.06 FEET TO A 5/8" DIAMETER IRON ROD; THENCE N.00°09'47"W., 487.18 FEET TO THE NORTH LINE OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN; THENCE ALONG SAID NORTH LINE, S.89°39'47"E., 781.46 FEET TO THE POINT-OF-BEGINNING, CONTAINING 890812 SQUARE FEET (20.45 ACRES) MORE OR LESS.

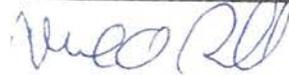
TOGETHER WITH THE FOLLOWING DESCRIBED TRACT:

PARCEL 2

COMMENCING AT THE STONE, MARKED WITH AN "X", IN A MONUMENT BOX AT THE WEST 1/16TH CORNER COMMON TO SECTIONS 7 AND 18; THENCE ALONG THE 1/16TH LINE, S.00°05'22"W., 977.84 FEET TO THE POINT-OF-BEGINNING; THENCE CONTINUING ALONG SAID 1/16TH LINE, S.00°05'22"W., 649.73 FEET TO THE NORTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO PAUL J. SORBETS, TRUSTEE UNDER REVOCABLE TRUST OF PAUL J. SORBETS, DATED APRIL 10, 1986, OR HIS SUCCESSOR IN TRUST, RECORDED JUNE 1986, IN DOCUMENT NO. 86-22050, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE NORTH LINE OF SAID SORBETS TRACT, N.89°54'22"W., 1439.83 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF TRACT "C", "LANDOVER", A SUBDIVISION PLAT OF RECORD (NO. 3246) IN SAID CLACKAMAS

COUNTY; THENCE ALONG THE BOUNDARY OF SAID TRACT "C" THE FOLLOWING THREE (3) COURSES: N.00°11'43"W., 316.77 FEET TO A POINT FROM WHICH A 1-1/4" DIAMETER IRON PIPE BEARS N.89°52'18"W., 0.14 FEET; THENCE S.89°52'18"E., 214.39 FEET TO A 8"X12" STONE, MARKED WITH AN "X"; THENCE N.00°03'56"W., 338.64 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE S.89°38'52"E., 1227.95 FEET TO THE POINT-OF-BEGINNING, CONTAINING 868429 SQUARE FEET (19.94 ACRES) MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 16, 1987
MICHAEL A. RADEMACHER
2303

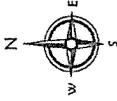
DATE OF SIGNATURE: 5-11-15

EXPIRES: 12/31/2016

SN2011-127 sheet 1 of 4
 CLATSOP COUNTY SURVEYOR
 Received 8-9-11
 Accepted for filing 8-31-11
 Survey number SN2011-127

RECORD OF SURVEY
 LOCATED IN N.W. 1/4 OF SECTION 18, T.35N., R.1E., W.M.
 CLACKAMAS COUNTY, OREGON

AUGUST 8, 2011 SCALE: 1" = 200'
 SHEET 1 OF 4



INDEX

- SHEET 1 SEE MAP LEGEND REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 2 MONUMENT DATA, SEE LEGEND, REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 3 SOUTH HALF OF SITE, LEGEND, REFERENCE SURVEYS, REFERENCE DEEDS
- SHEET 4 MONUMENT

REFERENCE SURVEYS

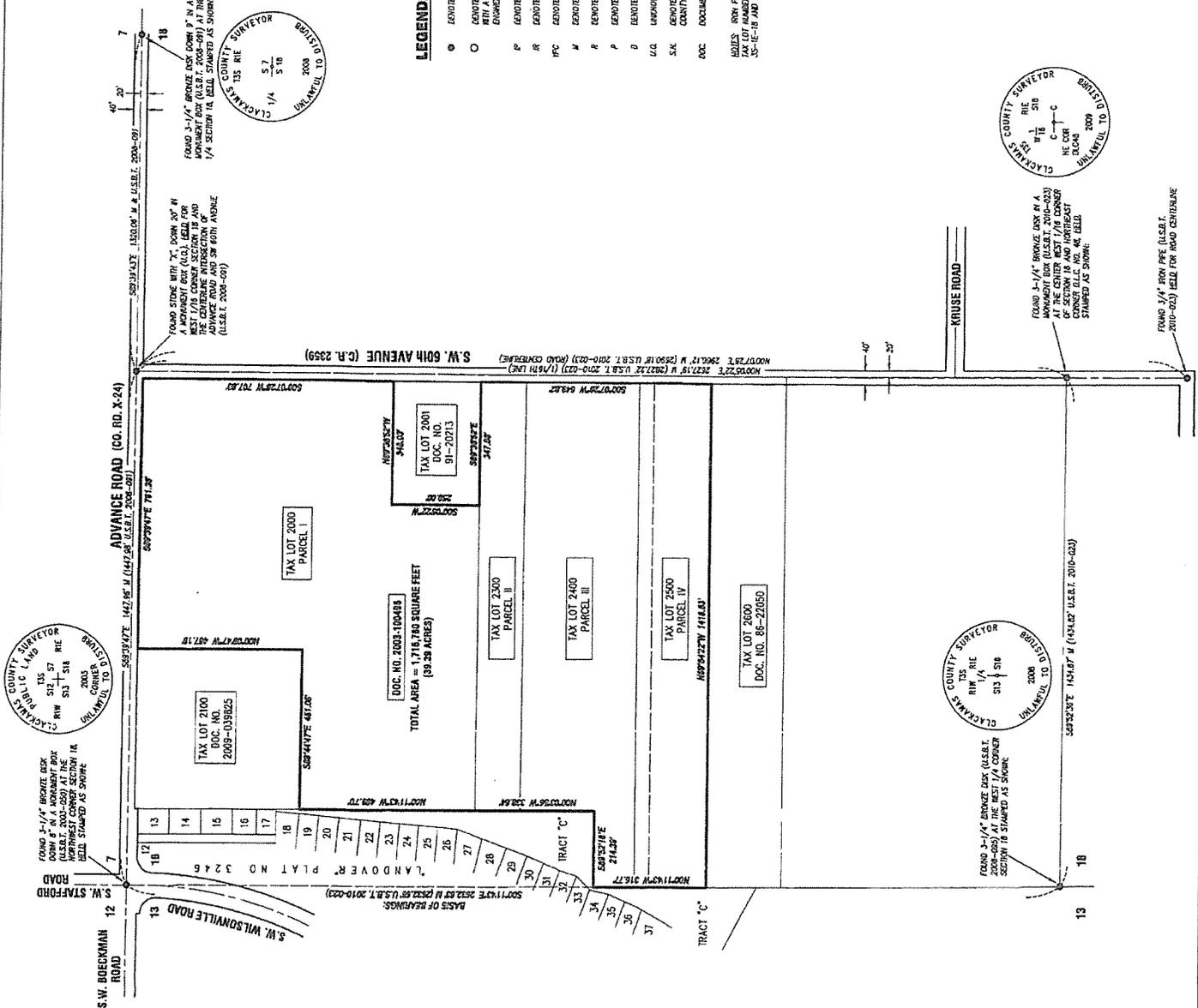
- P1 LANDSHEET, PLAT NO. 1256
- R1 S.A. 800
- S.A. 2162
- S.A. 1800
- R3 S.A. 2162
- R4 S.A. 2571
- U.S.B.L. 688, 650
- U.S.B.L. 2008-001
- U.S.B.L. 2008-005
- U.S.B.L. 2008-007
- R.T. BOOK 4, PAGE 120

REFERENCE DEEDS

- D1 DOC. NO. 2003-10498
- D2 DOC. NO. 81-20213
- D3 DOC. NO. 85-20205
- D4 DOC. NO. 85-20200
- D5 DOC. NO. 2004-079103
- BOOK 27, PAGE 627
- BOOK 121, PAGE 581
- BOOK 102, PAGE 249
- BOOK 103, PAGE 249
- BOOK 114, PAGE 281
- BOOK 113, PAGE 481

LEGEND:

- MONUMENT FOUND AS NOTED
 - MONUMENT FOUND AS NOTED BY 30" LONG IRON ROD WITH A YELLOW PLASTIC CAP STAMPED COMPASS ENGINEERING SET ON AUGUST 3, 2011
 - P IRON PIPE
 - R IRON ROD
 - YPC YELLOW PLASTIC CAP
 - M MEASURED DATA
 - R REMOTE RECORD DATA, SEE REFERENCE SURVEYS
 - P REMOTE PLAT DATA, SEE REFERENCE SURVEYS
 - D REMOTE DEED DATA, SEE REFERENCE DEEDS
 - U.G. UNKNOWN ORIGIN
 - S.K. IDENTIFIED SURVEY NUMBER OF FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
 - A.C. DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS
- NOTES: IRON PIPES NOTED ARE WALSHARD IRON PIPE NUMBER TAX LOT NUMBERS ARE FROM CURRENT ASSESSOR'S MAP. 'S'-E-'S' ARE SHOWN FOR REFERENCE ONLY.



RECORDED PROFESSIONAL LAND SURVEYOR
 MICHAEL A. RADEMACHER
 OREGON
 JUNE 11, 2008
 7500

RECORDED PROFESSIONAL LAND SURVEYOR
 MICHAEL A. RADEMACHER
 OREGON
 JUNE 11, 2008
 7500

RECORDED PROFESSIONAL LAND SURVEYOR
 MICHAEL A. RADEMACHER
 OREGON
 JUNE 11, 2008
 7500

RECORDED PROFESSIONAL LAND SURVEYOR
 MICHAEL A. RADEMACHER
 OREGON
 JUNE 11, 2008
 7500

Survey prepared by:
 Compass Engineering
 4105 International Way, Suite 501
 Milwaukie, Oregon 97222
 Phone: 503-583-3093
 6729 Brd. Dwg (MMH)
 Job No. 2008-4729 (Survey)

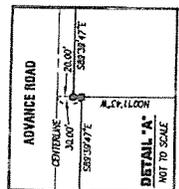
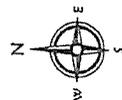
DATE OF SURVEY: 8-24-11
 DYPRESS: 12/21/2012

SN2011-127 sheet 2 of 4

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON

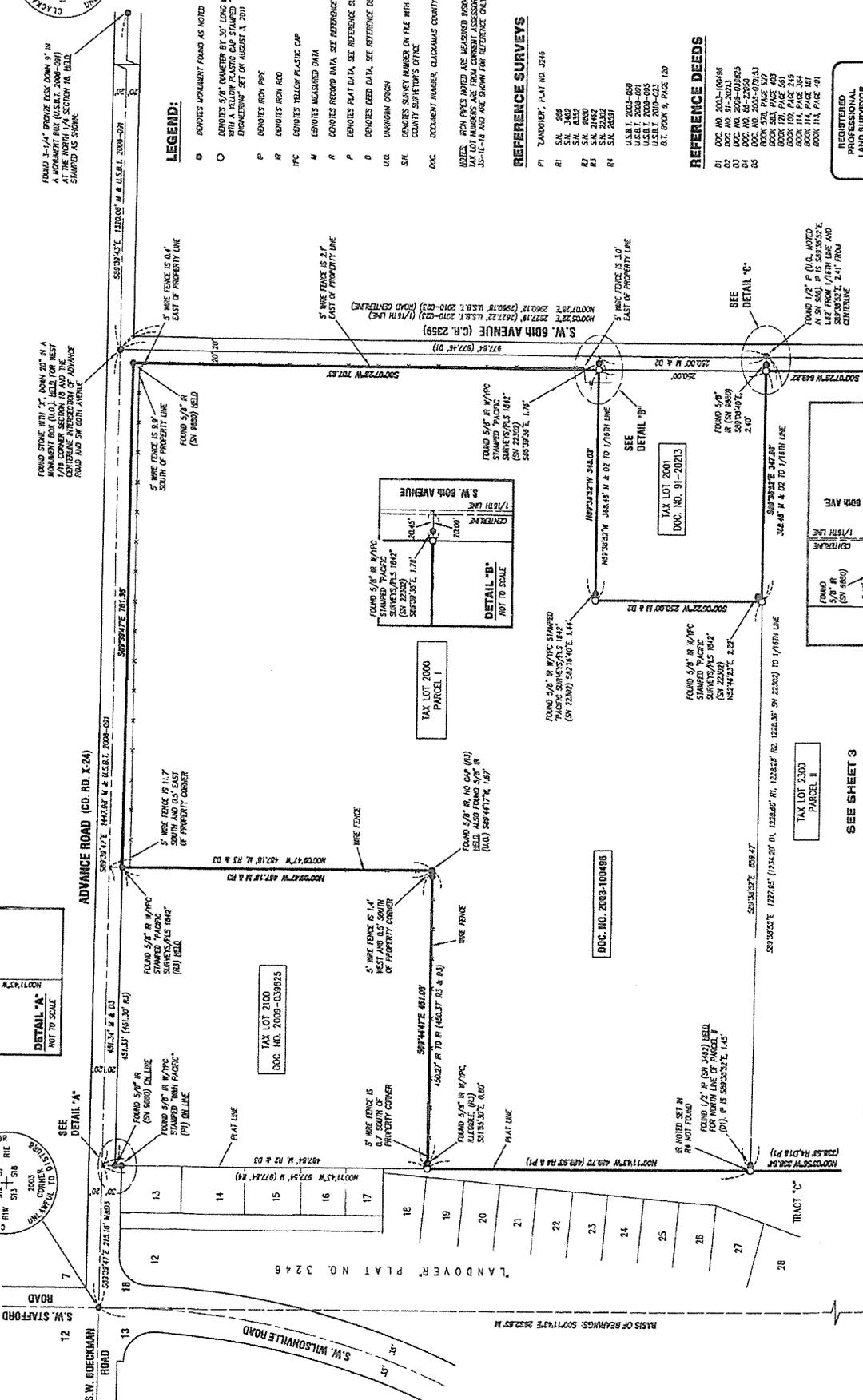
AUGUST 8, 2011 SCALE: 1" = 100'
SHEET 2 OF 4



FOUND 3-1/4" BRONZE DISK DOWN IN MONUMENT BOX (U.S.B.T. 2003-050) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPED AS SHOWN.



FOUND 3-1/4" BRONZE DISK DOWN IN MONUMENT BOX (U.S.B.T. 2003-050) AT THE NORTHWEST CORNER SECTION 18, FIELD STAMPED AS SHOWN.



Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127

LEGEND:

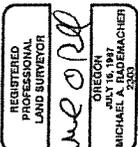
- DENOTES MONUMENT FOUND AS NOTED
- DENOTES 5/8" DIAMETER BY 30" LONG IRON ROD WITH PLASTIC CAP AND STAMPED COMPASS ENCLAVING SET ON AUGUST 4, 2011
- P DENOTES IRON PIPE
- R DENOTES IRON ROD
- IPC DENOTES YELLOW PLASTIC CAP
- M DENOTES MEASURED DATA
- R DENOTES RECORD DATA, SEE REFERENCE SURVEYS
- P DENOTES PLAT DATA, SEE REFERENCE DEEDS
- D DENOTES DEED DATA, SEE REFERENCE DEEDS
- U/C UNKNOWN ORIGIN
- S/M DENOTES SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- DOC DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

REFERENCE SURVEYS

- P1 LANDOWNER, PLAT NO. 3246
- R1 S.N. 698
- R2 S.N. 3403
- R3 S.N. 830
- R4 S.N. 2182
- R5 S.N. 2627

REFERENCE DEEDS

- D1 DOC. NO. 2003-00948
- D2 DOC. NO. 2003-02885
- D3 DOC. NO. 2003-02885
- D4 DOC. NO. 2003-02885
- D5 DOC. NO. 2003-02885
- D6 DOC. NO. 2003-02885
- D7 DOC. NO. 2003-02885
- D8 DOC. NO. 2003-02885
- D9 DOC. NO. 2003-02885
- D10 DOC. NO. 2003-02885



Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-8093
6729 J6c2.dwg (MMH)
Job No. 2009-6729 (Survey)

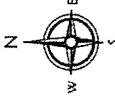
DATE OF SURVEY: 8-11-11
EXPIRES: 12/31/2012

SN2011-127 sheet 3 of 4

Clackamas County Surveyor
Received 8-9-11
Accepted for filing 8-31-11
Survey Number SN2011-127

RECORD OF SURVEY

LOCATED IN N.W. 1/4 OF SECTION 18, T.3S., R.1E., W.M.
CLACKAMAS COUNTY, OREGON
AUGUST 9, 2011 SCALE: 1" = 100'
SHEET 3 OF 4



LEGEND:

- EVIDENCE MARKING FOUND AS NOTED
- POINTS SET BY LEAS R/W AND WITH A YELLOW PLASTIC CAP STAMPED COMPASS ENGINEERING SET ON AUGUST 1, 2011
- P POINTS FROM PIPE
- R POINTS FROM ROD
- Y POINTS YELLOW PLASTIC CAP
- M POINTS MEASURED DATA
- R POINTS RECORD DATA, SEE REFERENCE SURVEYS
- P POINTS PLAT DATA, SEE REFERENCE SURVEYS
- D POINTS DEED DATA, SEE REFERENCE DEEDS
- U/A UNKNOWN ORIGIN
- S/A POINTS SURVEY NUMBER ON FILE WITH CLACKAMAS COUNTY SURVEYOR'S OFFICE
- ASC DOCUMENT NUMBER, CLACKAMAS COUNTY DEED RECORDS

NOTES: R/W PINS WERE MEASURED FROM THESE QUANTER. TAX LOT NUMBERS ARE FROM CURRENT ASSESSORS MAP. 35-1E-18 AND ARE SHOWN FOR REFERENCE ONLY.

REFERENCE SURVEYS

- P1 LANDOVER, PLAT NO. 3246
- R1 S.A. 268
- S.A. 4462
- S.A. 4500
- S.A. 4500
- S.A. 21422
- S.A. 20309
- S.A. 20309
- S.A. 20309
- S.A. 20309
- U.S.B.F. 2003-020
- U.S.B.F. 2008-095
- U.S.B.F. 2010-023
- U.S.B.F. 2010-023
- R.T. BOOK 3, PAGE 100

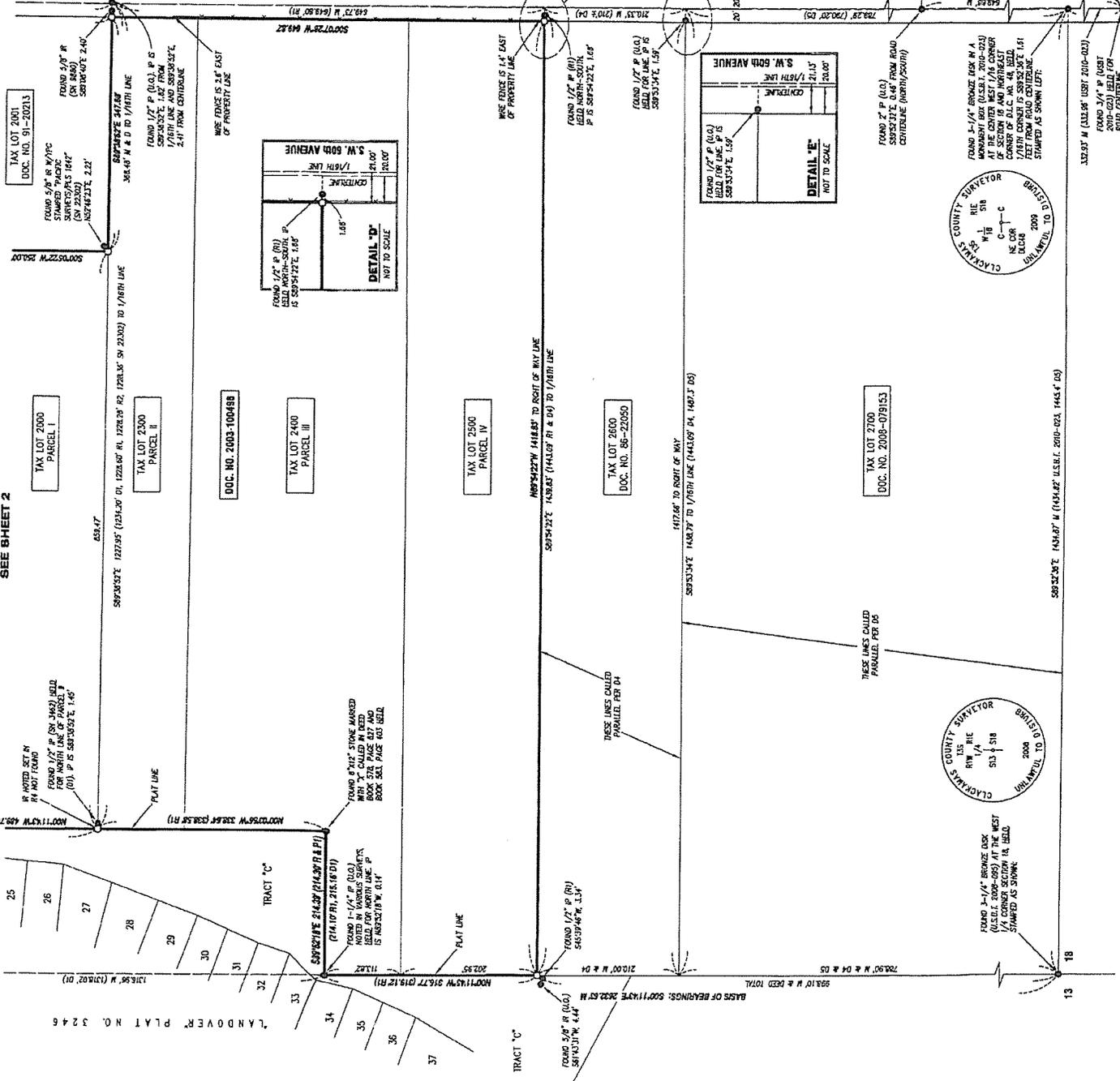
REFERENCE DEEDS

- D1 DOC. NO. 2003-020498
- D2 DOC. NO. 81-20013
- D3 DOC. NO. 2008-030623
- D4 DOC. NO. 2008-030623
- D5 DOC. NO. 2008-030623
- D6 DOC. NO. 2008-030623
- D7 DOC. NO. 2008-030623
- D8 DOC. NO. 2008-030623
- D9 DOC. NO. 2008-030623
- D10 DOC. NO. 2008-030623
- D11 DOC. NO. 2008-030623
- D12 DOC. NO. 2008-030623
- D13 DOC. NO. 2008-030623
- D14 DOC. NO. 2008-030623
- D15 DOC. NO. 2008-030623
- D16 DOC. NO. 2008-030623
- D17 DOC. NO. 2008-030623
- D18 DOC. NO. 2008-030623
- D19 DOC. NO. 2008-030623
- D20 DOC. NO. 2008-030623

Survey prepared by:
Compass Engineering
4105 International Way, Suite 501
Milwaukie, Oregon 97222
Phone: 503-653-9993
6728 8nd3.dwg (MMH)
Job No. 2009-6729 (Survey)

RECORDED
PROFESSIONAL
LAND SURVEYOR
Michael A. Madenmacher
JULY 14, 2007
MICHAEL A. MADENMACHER
2008

DATE OF SIGNATURE: 8-24-11
DWG#S: 12/1/2011



SEE SHEET 2

IR NOTED SET IN
RI NOT FOUND
FOUND 1/2" P (U.O.) HELD
FOR NORTH LINE OF PARCEL I
D.I.P. IS 589.309'E, 1.45'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'

FOUND 1/2" P (U.O.)
HELD NORTH-SOUTH
IS 589.512'E, 1.68'</

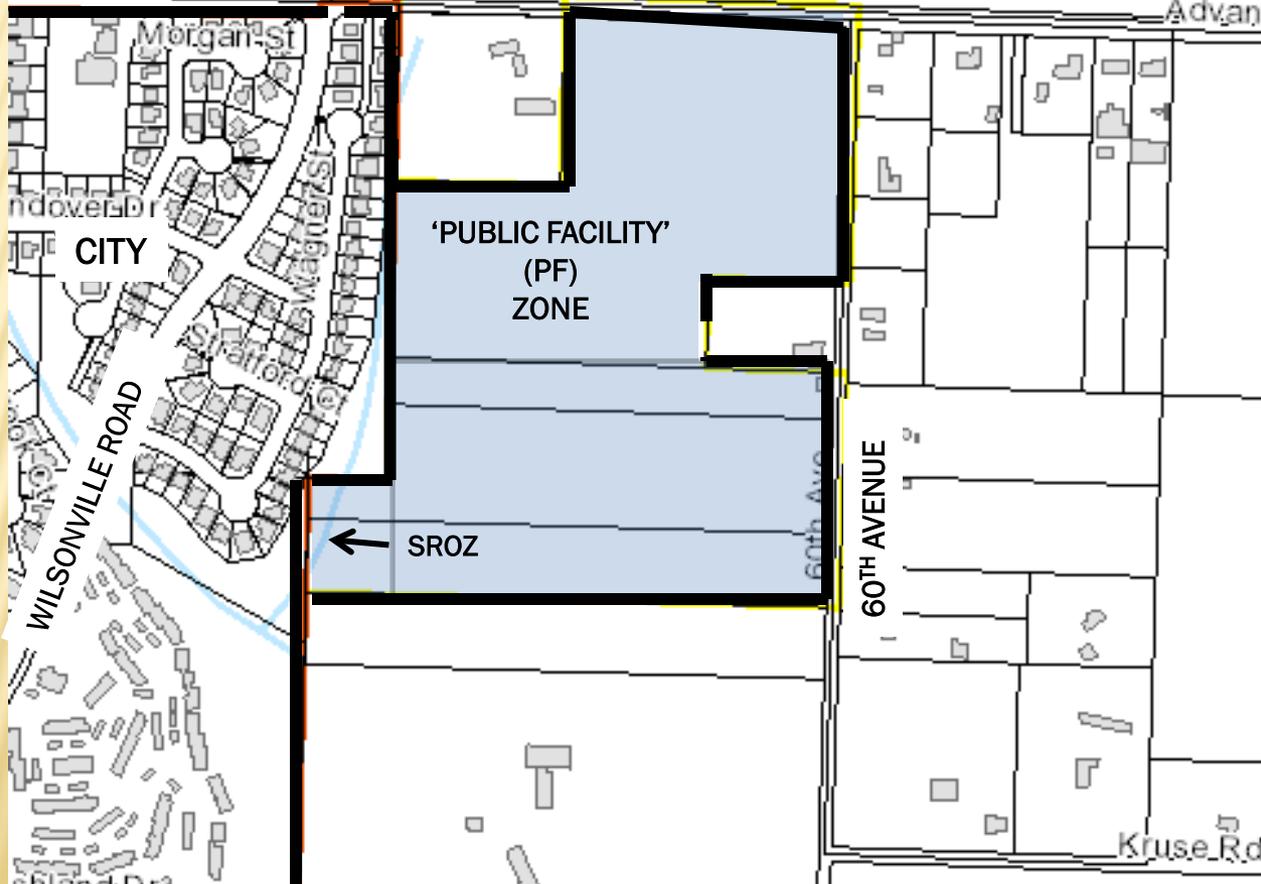
Tax Lots 2000, 2300, 2400 and 2500,
Section 18, Township 3 South, Range 1 East

Ordinance 775
Attachment 2

ATTACHMENT 2

BOECKMAN ROAD

ADVANCE ROAD





LEGAL DESCRIPTION
SROZ BOUNDARY
ADVANCE ROAD SITE
WEST LINN-WILSONVILLE SCHOOL DISTRICT

EXHIBIT A

A TRACT OF LAND SITUATED IN THE NORTHWEST ONE-QUARTER OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT A 8"X12" STONE, MARKED WITH AN "X", AT THE MOST EASTERLY CORNER OF TRACT "C", "LANDOVER", PLAT NO. 3246, CLACKAMAS COUNTY PLAT RECORDS; THENCE ALONG THE EAST LINE OF SAID TRACT "C", N.00°03'56"W., 338.64 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING"; THENCE CONTINUING ALONG SAID EAST LINE, N.00°11'43"W., 489.70 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" AT THE SOUTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO FAY A. GYAPONG, RECORDED MARCH 3, 2014 IN DOCUMENT NO. 2014-011271, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE SOUTH LINE OF SAID GYAPONG TRACT S.89°44'47"E., 43.58 FEET; THENCE S.02°47'17"W., 436.44 FEET; THENCE S.12°57'32"W., 29.74 FEET; THENCE S.23°55'11"E., 8.70 FEET; THENCE S.15°29'46"W., 13.28 FEET; THENCE S.11°04'08"E., 47.04 FEET; THENCE S.02°19'02"W., 100.64 FEET; THENCE S.10°25'06"W., 95.57 FEET; THENCE S.25°24'05"E., 50.84 FEET; THENCE S.01°48'45"E., 70.52 FEET; THENCE S.12°24'04"W., 47.92 FEET; THENCE S.16°38'55"W., 189.47 FEET; THENCE S.03°42'03"E., 39.85 FEET; THENCE S.58°03'23"W., 22.01 FEET; THENCE S.00°28'38"E., 22.17 FEET TO THE NORTH LINE OF THAT TRACT OF LAND DESCRIBED IN DEED TO PAUL J. SORBETS, TRUSTEE UNDER REVOCABLE TRUST OF PAUL J. SORBETS, DATED APRIL 10, 1986, OR HIS SUCCESSOR IN TRUST, RECORDED JUNE 1986, IN DOCUMENT NO. 86-22050, CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE NORTH LINE OF SAID SORBETS TRACT, N.89°54'22"W., 158.16 FEET TO A 5/8" DIAMETER IRON ROD WITH A YELLOW PLASTIC CAP STAMPED "COMPASS ENGINEERING" ON THE EAST LINE OF AFORESAID TRACT "C"; THENCE ALONG THE BOUNDARY OF SAID TRACT "C" THE FOLLOWING TWO (2) COURSES: N.00°11'43"W., 316.77 FEET TO A POINT FROM WHICH A 1-1/4" DIAMETER IRON PIPE BEARS N.89°52'18"W., 0.14 FEET; THENCE S.89°52'18"E., 214.39 FEET TO THE POINT-OF-BEGINNING, CONTAINING 84,257 SQUARE FEET (1.93 ACRES) MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

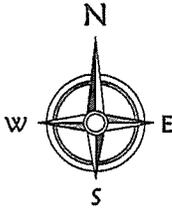
Joseph C. McAllister
OREGON
FEBRUARY 8, 2000
JOSEPH C. McALLISTER
49695

DATE OF SIGNATURE: 7/1/15

EXPIRES: 12/31/2016



4107 SE International Way, Suite 705, Milwaukie, Oregon 97222
Phone: 503.653.9093 Fax: 503.653.9095 Email: compass@compass-landsurveyors.com



Scale: 1" = 100'

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR

Joseph C. McAllister
 OREGON
 FEBRUARY 8, 2000
 JOSEPH C. McALLISTER
 49695

DATE OF SIGNATURE: 7-1-15
 EXPIRES: 12/31/2016

"LANDOVER"
 PLAT NO. 3246

TRACT "C"

POINT OF BEGINNING
 MOST EASTERLY CORNER
 TRACT "C", "LANDOVER"

TRACT "C"

SROZ BOUNDARY
 84,257 SQUARE FEET
 = 1.93 ACRES

TAX LOT 2500
 MAP 3S-1E-18

DOCUMENT NO. 86-22050
 TAX LOT 2600, MAP 3S-1E-18

EXHIBIT "B"
SROZ BOUNDARY

LINE TABLE		
Line #	Length	Direction
L1	338.64'	N00°03'56"W
L2	489.70'	N00°11'43"W
L3	43.58'	S89°44'47"E
L4	436.44'	S02°47'17"W
L5	29.74'	S12°57'32"W
L6	8.70'	S23°55'11"E
L7	13.28'	S15°29'46"W
L8	47.04'	S11°04'08"E
L9	100.64'	S02°19'02"W
L10	95.57'	S10°25'06"W
L11	50.84'	S25°24'05"E
L12	70.52'	S01°48'45"E
L13	47.92'	S12°24'04"W
L14	189.47'	S16°38'35"W
L15	39.85'	S03°42'03"E
L16	22.01'	S58°03'23"W
L17	22.17'	S00°28'38"E
L18	158.16'	N89°54'22"W
L19	316.77'	N00°11'43"W
L20	214.39'	S89°52'18"E

TAX LOT 2000
 MAP 3S-1E-18

TAX LOT 2300
 MAP 3S-1E-18

TAX LOT 2400
 MAP 3S-1E-18
 DOCUMENT NO. 2003-100496

6729 Exh2.dwg

COMPASS Land Surveyors
 4107 SE International Way, Suite 705
 Milwaukie, Oregon 97222 503-653-9093

LOCATED IN THE NW 1/4 OF SECTION 18
 T.3S., R.1E., W.M.
 CLACKAMAS COUNTY, OREGON

City Council Exhibit B

**STAFF REPORT
WILSONVILLE PLANNING DIVISION**

*West Linn – Wilsonville School District
Zone Map Amendment*
**CITY COUNCIL
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT**

HEARING DATE August 17, 2015
DATE OF REPORT: August 4, 2015

REQUEST/SUMMARY: The City Council is being asked to review a Quasi-judicial Zone Map Amendment for the West Linn – Wilsonville School District for property located at Advance Road and 60th Avenue.

LOCATION: Approximately 40 acres. Described as Tax Lots 2000, 2300, 2400 and 2500, Section 18, Township 3 South, Range 1 East, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

OWNER/APPLICANT/PETITIONER: West Linn - Wilsonville School District
APPLICANT’S REPRESENTATIVE: Mr. Keith Liden AICP, Bainbridge

COMPREHENSIVE PLAN MAP DESIGNATION: Agriculture (Clackamas County)
PROPOSED PLAN MAP DESIGNATION: Public

ZONE MAP CLASSIFICATION: Exclusive Farm Use (EFU, Clackamas County)
PROPOSED CITY ZONE DESIGNATION: Public Facility (PF) and Significant Resource Overlay Zone (SROZ)

STAFF REVIEWERS: Blaise Edmonds, Manager of Current Planning, Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

DEVELOPMENT REVIEW BOARD PANEL ‘B’ RECOMMENDATION: Approve the requested Zone Map Amendment.

APPLICABLE REVIEW CRITERIA

DEVELOPMENT CODE	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.033	Authority of the City Council
Section 4.136	Public Facility (PF) Zone
Section 4.139	Significant Resource Overlay Zone

Section 4.197	Zone Changes and Amendments to Development Code-Procedures
URBAN GROWTH MANAGEMENT FUNCTIONAL PLAN	<p>Title 3 – Water Quality Resource Boundary and Title 13 (Sections 3.07.1310 – 3.07.1370) – Nature in Neighborhoods</p> <ul style="list-style-type: none"> • conserves, protects and restores a continuous ecologically viable streamside corridor system integrated with upland wildlife habitat and the urban landscape

Site description provided by the applicant:

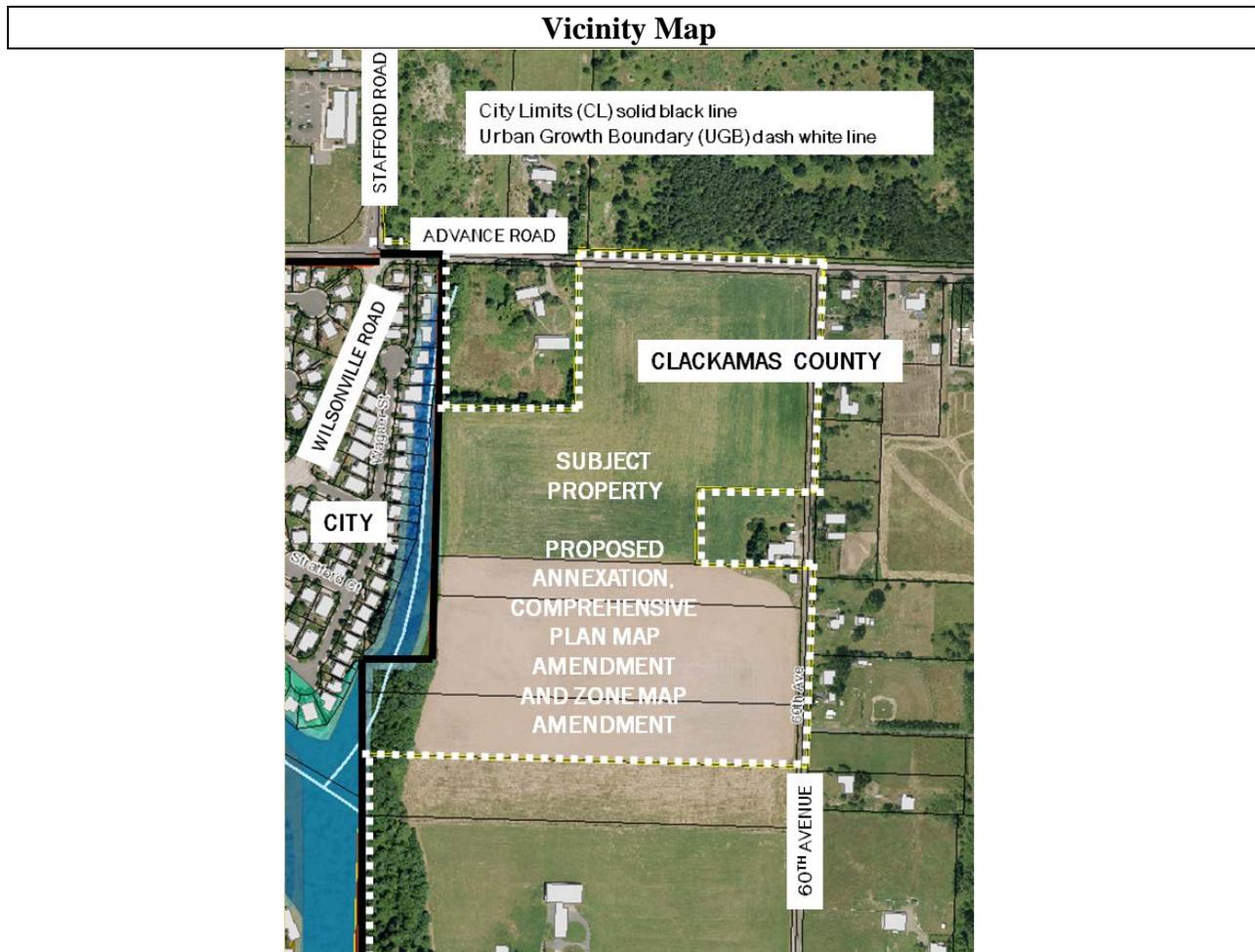
“The site, which consists of four tax lots, is located within unincorporated Clackamas County on the south side of Advance Road, immediately east of the Wilsonville city limit, and west of 60th Avenue. The property has frontage on both roads. The entire property is zoned EFU (Exclusive Farm Use) by Clackamas County. The minimum parcel size in the EFU Zone is 80 acres. It is located within Metro Urban Growth Boundary (Figure 1).”

“The property is not actively farmed. The northern 20+ acres (TL 2000) is an open field, and the southern portion contained an old Filbert orchard, which was removed several years ago due to age and disease (TL 2300, 2400 and 2500). According to the Clackamas County Planning Department, Tax Lot 2000 is a legally separate parcel, and the remaining tax lots constitute one additional legal parcel. A survey of the property is provided in Exhibit A. Traversing the west property line of the site is the east fork of the headwaters of Meridian Creek. Meridian Creek is an intermittent stream with a shallow gradient at the northern end, becoming a steep sided ravine heading south toward the Willamette River. Areas north of Boeckman Road and Advance Road drain into the creek via culverts under the roadways. The vegetation in the area is mostly Douglas-fir with alder, and Big-leaf maple as the deciduous component. The understory is disturbed and mostly comprised of sword fern, vine maple, Himalayan blackberry, and English ivy. Meridian Creek is a wildlife corridor for large and small mammals, including deer, coyote, raccoon, possum, squirrel, and chipmunk. The creek is a fish bearing stream, with the lower reaches adjacent to the Willamette River containing Cutthroat trout and Coho salmon. The portion of the stream and associated riparian area, which is already within the city, is regulated under Wilsonville’s Significant Resource Overlay Zone (SROZ) and is identified as a significant Statewide Planning Goal 5 Natural Resource. The SROZ area includes the slopes adjacent to the creek extending from the 2- year bank full stage or wetland edge to top of bank or 50 feet, whichever is greater. Topographic information for the property is provided in Exhibit B. The preliminary SROZ boundary on the subject property is shown in Exhibit C. It was determined during a field visit with city staff and the applicant’s biologist Taya MacLean, SWCA and supplemental analysis to verify the SROZ boundary will be completed in June 2015. The preliminary SROZ boundary may be adjusted based on review by the City of Wilsonville, the final survey of the SROZ will be submitted during review of this application.”

Vicinity information provided by the applicant:

“The zoning and land use for the properties in the vicinity of the proposed site are summarized in Table 1 and Figure 2. Although the site is adjacent to EFU land to the north, east, and south, there is no significant agricultural use in the immediate vicinity. Larger parcels in the area are generally grassland with no active farm operations. Several small-scale agricultural uses, such as nursery stock and Christmas trees, are found on a few rural acreages of five acres or less. An established single family residential neighborhood (Landover subdivision) is on the west side of Meridian Creek within the Wilsonville city limits. Boeckman Creek Primary School and Wilsonville High School are located to the southwest on the opposite side of the creek.”

Staff: The subject property is within the City UGB and it is adjacent to properties at the north, east and south that are in the Frog Pond Urban Reserve 4H.



SUMMARY:

A detailed introduction and compliance report in support of the application is provided by the applicant found in Exhibit B1. The applicant's narrative adequately describes the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the applicant's submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Annexation (DB15-0046)

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools later this year and at a later date, a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: "Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue."

Comprehensive Plan Map Amendment (DB15-0047)

The applicant is requesting to change the current Clackamas County Comprehensive Plan Map designation 'Agriculture' to the City of Wilsonville Comprehensive Plan Map designation 'Public' which is the appropriate designation for the public school and city park sites.

Zone Map Amendment (DB15-0048)

The applicant is requesting to change the current Clackamas County zoning designation from 'Exclusive Farm Use' (EFU) to the City of Wilsonville zone designation of 'Public Facility' (PF) which is the appropriate designation to the public school and city park sites. Also proposed is the inclusion of the Significant Resource Overlay Zone (SROZ) along the west side of the subject property shown on the Preliminary Survey for SROZ. The SROZ is an overlay zone on top of the base zone that results in protection of natural resource areas. A portion of Meridian Creek, a natural resource area, is on the School District property. A portion of Meridian Creek, a natural resource area, is on the School District property.

Stage I Preliminary Plan (DB15-0049)

The applicant is requesting to approval of a Stage I Preliminary Plan comprising of a middle school and a primary school on 30 acres, and a city park on 10 acres.

Discussion Points:

SW Advance Road Properties

Annexation, comprehensive plan mapping and rezoning of the subject property is proposed to begin laying the foundation for future development applications for two public schools and at a later date, a city park. The District proposes to construct a Middle School over the next two years, with a target opening date of September, 2017.

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.
- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.
- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City's TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 of the TSP shows "Future Shared-Use Path" within the Meridian Creek corridor. The City's Development Engineering Manager has considered the recommendations in the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property would ultimately connect the new Middle School with the existing Boeckman Creek Primary School and Wilsonville High School. As the design evolves in the next application submittal for the Stage II Final Plan for the Middle School, the applicant and the city should further evaluate the needs and alignment for off-site pathways(s) adjacent to the subject school and city park properties.

CONCLUSION:

Staff has reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment to City Council (DB15-0046 through DB15-0048).

REQUEST C: DB15-0048 ZONE MAP AMENDMENT

This action recommends adoption of the Zone Map Amendment to the City Council for the subject property with no conditions of approval.

EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case Files DB15-0048.

The following exhibits are hereby entered into the public record by the City Council in consideration of the applications as submitted:

Exhibit B. City Council Staff Report, findings and recommendation.

A1. City Council Staff PowerPoint presentation.

A3. Metro Council Action, UGB Case File No. 13-01: West Linn – Wilsonville School District.

Applicant’s Written and Graphic Materials:

B1. Application Summary, General Information, Background Information, Application Elements, Applicable Criteria: Oregon Statewide Planning Goal, Annexation, Comprehensive Plan Map Amendment, Zone Map Amendment, Stage I Preliminary Plan.

Exhibit A: Legal Description

Exhibit B: Topographic Information

Exhibit C: Natural Resources and SROZ Tentative Boundary

Exhibit D: DKS Transportation Impact Analysis

Exhibit E: Villebois School Site and Advance Road Sports Field Site Exchange Agreement

Exhibit F: Concept Master Plan, Full Size

Dated July 2, 2015.

B2. CD of items listed in Exhibit B1.

B3. Map showing proposed Meridian Creek pathway connection.

B4. Petition for Annexation to the City Of Wilsonville, Legal Description and Survey Maps (4 maps).

B5. *E-mail, William Ciz, dated July 24, 2015 including WLWSC responses, staff responses to the questions from Steve Adams and Blaise Edmonds.*

Full Plan Sheets

Survey SROZ boundary

Record of Survey – 4 sheets and including metes & bounds legal description

Topographic Site Map

Development Review Team

C1. Engineering Division Conditions, Dated July 10, 2015

C2. Memo, Jason Arn, TVFR, dated June 29, 2015.

C3. Memo, Public Works Department, dated July 13, 2015

Public Testimony

Letters (neither For nor Against):

D1. E-mail, Brian Roche, dated July 16, 2015, including staff responses to the questions from Steve Adams and Blaise Edmonds.

D2. E-mail, William Ciz, dated July 24, 2015 including staff responses to the questions from Steve Adams and Blaise Edmonds.

D3. Letter, Stan Sat

Letters (In Favor): None submitted, Letters (Opposed): None submitted.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on June 4, 2015. On June 8, 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. On July 2, 2015 staff determined the application to be complete. The City must render a final decision for the request, including any appeals, by October 30, 2015.
2. Prior land use actions include: None
3. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criterion: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

Finding: This criterion is met.

Explanation of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

Finding: This criterion is satisfied.

Explanation of Finding: The application has been submitted on behalf of the West Linn – Wilsonville School District.

Subsection 4.011 (.02) B. Lien Payment before Application Approval

Review Criterion: “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.”

Finding: This criterion is satisfied.

Explanation of Finding: No applicable liens exist for the subject property.

REQUEST C: ZONE MAP AMENDMENT

The applicant’s response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

C1. **Review Criterion:** “If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development.”

Finding: This criterion is satisfied.

Explanation of Finding: The applicant is applying for a zone change prior to application for planned development applications which will make the zoning consistent with the Comprehensive Plan when future park and school development is proposed.

Subsection 4.110 (.01) Base Zones

C2. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

Finding: This criterion is satisfied.

Explanation of Finding: The requested zoning designation of Public Facility (PF) is among the base zones identified in this subsection.

Subsection 1.136 Public Facility (PF) Zone Purpose

C3. **Review Criteria:** The PF Zone

Finding: These criteria are satisfied.

Explanation of Finding: The subject 40 acre property will be developed as principal ‘Public Schools’ and ‘Parks’ Public Facility zone uses under Section 4.136(.02)J and K of the Wilsonville Code.

Subsection 4.197 (.02) A. Zone Change Procedures

C4. Review Criteria: “That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;”

Finding: These criteria are satisfied.

Explanation of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

C5. Review Criteria: “That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;”

Finding: These criteria are satisfied.

Explanation of Finding: The proposed zone map amendment is consistent with the proposed Comprehensive Map designation of Public Lands and as shown in Findings B1 through B28 comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

C6. Review Criterion: “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

Finding: With the proposed PF conditions in this staff report, this criterion can be met.

Explanation of Finding: The City Engineering Division has performed a preliminary analysis of existing primary public facilities, (i.e., roads and sidewalks, water, sewer and storm sewer) to determine availability and adequacy to serve the subject property. Furthermore, a Transportation Impact Study was prepared by DKS Associates. See Exhibit D of Exhibit B1. The traffic study was based upon the following information:

“The proposed 750 student Middle School has a target opening date of September 2017. The currently vacant site also includes a proposed 500 student primary school at an undetermined date in the future and a 10-acre public park. The site plan, reviewed later in this chapter and provided in the appendix, shows a proposed full-access driveway to the school on SW Advance road between SW Wilsonville Road- Stafford Road and SW 60th Avenue (approximately 750 feet west of SW 60th Avenue from centerline to centerline). This proposed access will also serve the 10-acre public park. The access will be included in with the existing study intersections for the project impact analysis.”

Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition PFA 1: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated

costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

- C7. Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

Finding: These criteria are satisfied.

Explanation of Finding: The applicant is requesting to create SROZ along the west side of the subject property. See Plan: Preliminary survey SROZ boundary. Since the subject property is currently outside the City Limits, SROZ has not been established for Meridian Creek that is adjacent and on the west side of the subject property. The proposed SROZ area in question is approximately 1.95 acres. The SROZ area is a Metro Title 3/13 and Statewide Goal 5 natural resource. Except for a stormwater treatment facility the applicant does not intend to modify or impact the newly created SROZ and it will also serve to buffer Landover subdivision adjacent west. The applicant has also conducted a natural resources analysis by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

- C8. Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

Finding: This criterion is satisfied.

Explanation of Finding: Development on the subject property will begin in 2016 with the proposed middle school.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

- C9. Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

Finding: These criteria are satisfied.

Explanation of Finding: Nothing about the zone change would prevent development on the subject property from complying with applicable development standards.

Public Facility (PF) Zone

Subsection 4.1 Purpose of Public Facility Zone

C10. Review Criterion: The purpose of the proposed PF Zone is to provide opportunities for a variety of public and semi-public development.

Finding: This criterion is satisfied.

Details of Finding: The proposed public schools and a city park are listed in the PF zone as principal uses consistent with the purpose of the PF Zone. No commercial uses are proposed.

SROZ INCLUSION

C11. Review Criteria: Section 4.139, Significant Resource Overlay Zone (SROZ), Statewide Planning Goal 5, UGMFP, Title 3 – Water Quality Resource Boundary and Title 13 (Sections 3.07.1310 – 3.07.1370) – Nature in Neighborhoods: conserves, protects and restores a continuous ecologically viable streamside corridor system integrated with upland wildlife habitat and the urban landscape.

Finding: This criterion is satisfied.

Details of Finding: The applicant is requesting to establish the Significant Resource Overlay Zone (SROZ) along the west side of the subject property. Since the subject property is currently outside the City Limits, the SROZ has not been established for Meridian Creek and its adjacent riparian corridor that is on the west side of the subject property. The proposed SROZ area in question is approximately 1.95 acres. The SROZ area is subject to the requirements of Metro Title 3 and Title 13, and Statewide Goal 5. The applicant does not intend to modify or impact the newly created SROZ except for a stormwater treatment area, which will be reviewed as part of the Stage II and Site Design Review, and it will also serve to buffer Landover subdivision adjacent west. Two existing wetlands (i.e., A & B) do not meet the criteria for locally significant wetlands, and are not included with the proposed SROZ. The applicant has also conducted a natural resources analysis by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

SUMMARY FINDING FOR REQUEST (C):

The proposed Zone Map Amendment and SROZ meets all applicable requirements, and its approval may be recommend to the City Council.

EXHIBIT A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
WEST LINN – WILSONVILLE SCHOOL DISTRICT**

In the Matter of the Application of)
Mr. Keith Liden AICP, Bainbridge,)
Agent for the Owner,)
West Linn – Wilsonville School District)
for a Rezoning of Land and Amendment)
of the City of Wilsonville)
Zoning Map Incorporated in Section 4.102)
of the Wilsonville Code.)

ZONING ORDER DB15-0048

The above-entitled matter is before the Council to consider the application of DB15-0048, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on the attached Exhibit 1 has heretofore appeared on the Clackamas County zoning map Exclusive Farm Use (EFU).

The Council having heard and considered all matters relevant to the application for a zone Map Amendment, including the Development Review Board record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of approximately 40 acres comprising Tax Lots 2000, 2300, 2400 and 2500 Section 18, 3S 1E as more particularly shown in the Zone Map Amendment Map, Attachment 1 and described and shown in Attachment 2 is hereby rezoned to Public Facility (PF), and approximately 1.95 acres of the Property is hereby designated Significant Resource Overlay Zone (SROZ) described and shown on Attachment 3 detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This ____ day of ____, 2015.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, CMC, City Recorder

Exhibit A: Zoning Order
Attachment 1, Legal Description and Survey Map
Attachment 2, Map Depicting Zone Amendment
Attachment 3, Legal Description and Survey Map - SROZ



29799 SW Town Center Loop E
Wilsonville, Oregon 97070
(503) 682-1011
(503) 682-1015 Fax Administration
(503) 682-7025 Fax Community Development

VIA: Certified Mail, Return Receipt Requested

July 30, 2015

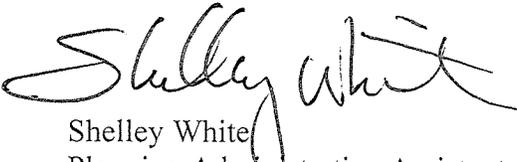
Tim Woodley
West Linn – Wilsonville Sch Dist
2755 SW Borland Rd
Tualatin, OR 97062

Re: Advance Road School

Case Files: Request A: **DB15-0046 Annexation**
Request B: **DB15-0047 Comprehensive Plan Map Amendment**
Request C: **DB15-0048 Zone Map Amendment**
Request D: DB15-0049 Stage I Preliminary Plan

Two copies of the Development Review Board's decision on your referenced project, including conditions of approval rendered are attached. *Please note that these approvals are contingent upon the City Council's approval of the Annexation, Comprehensive Plan Map Amendment, and Zone Map Amendment, which are scheduled for a hearing on August 17, 2015.*

Please note that your signature acknowledging receipt and acceptance of the Conditions of Approval is required to be returned to the Planning Office before the decision is effective. One copy is provided for this purpose. Please sign and return to the undersigned. Thank you.



Shelley White
Planning Administrative Assistant

CC: Keith Liden, AICP – Bainbridge
Karina Ruiz, AIA – Dull Olsen Weekes/IBI Group
Stan Satter
Julia Satter
Dorothy VonEggers
William Ciz



July 30, 2015

DEVELOPMENT REVIEW BOARD PANEL B

**DEVELOPMENT REVIEW BOARD NOTICE OF DECISION AND
RECOMMENDATION TO CITY COUNCIL**

Project Name: Advance Road School

Case Files:

Request A:	DB15-0046	Annexation
Request B:	DB15-0047	Comprehensive Plan Map Amendment
Request C:	DB15-0048	Zone Map Amendment
Request D:	DB15-0049	Stage I Preliminary Plan

Owner/Applicant: West Linn – Wilsonville School District

**Applicant's
Representative:** Keith Liden, AICP – Bainbridge

**Property
Description:** Tax Lots 2000, 2300, 2400 and 2500 in Section 18; T3S R1W;
Clackamas County; Wilsonville, Oregon.

Location: Approximately 40 acres at Advance Road and 60th Avenue

On July 27, 2015, at the meeting of the Development Review Board Panel B, the following action was taken on the above-referenced proposed development applications:

Requests A, B and C: The DRB has forwarded a recommendation of approval to the City Council. ***A Council hearing date is scheduled for Monday, August 17, 2015 to hear these items.***

Request D:
Approved with conditions of approval.
This approval is contingent upon City Council's approval of Requests A, B and C.

An appeal of Request D to the City Council by anyone who is adversely affected or aggrieved, and who has participated in this hearing, orally or in writing, must be filed with the City Recorder within fourteen (14) calendar days of the mailing of this Notice of Decision. *WC Sec. 4.022(.02)*. A person who has been mailed this written notice of decision cannot appeal the decision directly to the Land Use Board of Appeals under *ORS 197.830*.

This decision has been finalized in written form and placed on file in the City records at the Wilsonville City Hall this 30th day of July 2015 and is available for public inspection. The decision regarding Request D shall become final and effective on the fifteenth (15th) calendar day

after the postmarked date of this written Notice of Decision, unless appealed or called up for review by the Council in accordance with *WC Sec. 4.022(.09)*.

Written decision is attached

For further information, please contact the Wilsonville Planning Division at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070 or phone 503-682-4960

Attachments: DRB Resolution No. 309, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 309**

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF AN ANNEXATION, ZONE MAP AMENDMENT FROM CLACKAMAS COUNTY - EXCLUSIVE FARM USE (EFU) TO CITY - PUBLIC FACILITY (PF) ZONE AND SIGNIFICANT RESOURCE OVERLAY ZONE (SROZ), COMPREHENSIVE PLAN MAP AMENDMENT FROM CLACKAMAS COUNTY - AGRICULTURE DESIGNATION TO CITY - PUBLIC DESIGNATION, AND ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE I PRELIMINARY DEVELOPMENT PLAN FOR A 30 ACRE SITE INCLUDING TWO SCHOOLS AND A 10 ACRE SITE FOR A FUTURE CITY PARK. THE SUBJECT SITE IS LOCATED ON TAX LOTS 2000, 2300, 2400 AND 2500 OF SECTION 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. MR. KEITH LIDEN, AICP, BAINBRIDGE - REPRESENTATIVE FOR WEST LINN-WILSONVILLE SCHOOL DISTRICT - APPLICANT AND OWNER.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated July 20, 2015, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on July 27, 2015, at which time exhibits, together with findings and public testimony were entered into the public record, and

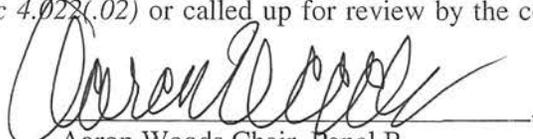
WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated July 20, 2015, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations, subject to, as applicable, City Council approval of the Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment Requests (DB15-0046, DB15-0047 and DB15-0048) for:

DB15-0049, Stage I Preliminary Development Plan for a 30 acre school site and a 10 acre city park site.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 27th day of July, 2015 and filed with the Planning Administrative Assistant on July 30, 2015. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per WC Sec 4.022(.09) unless appealed per WC Sec 4.022(.02) or called up for review by the council in accordance with WC Sec 4.022(.03).



Aaron Woods Chair, Panel B
Wilsonville Development Review Board

Attest:



Shelley White, Planning Administrative Assistant

**DRB Exhibit A1
STAFF REPORT
WILSONVILLE PLANNING DIVISION**

**West Linn – Wilsonville School District
Annexation, Comprehensive Plan Map Amendment,
Zone Map Amendment and Stage I Preliminary Plan
DEVELOPMENT REVIEW BOARD PANEL ‘B’
QUASI-JUDICIAL PUBLIC HEARING
STAFF REPORT
(AMENDED AND ADOPTED JULY 27, 2015)**

HEARING DATE July 27, 2015
DATE OF REPORT: July 20, 2015

Strike-through = Deleted words
Bold/Italic = New words

Phase 1 application:

Request A: DB15-0046 Annexation
Request B: DB15-0047 Comprehensive Plan Map Amendment
Request C: DB15-0048 Zone Map Amendments (Base Zone and SROZ)
Request D: DB15-0049 Stage I Preliminary Plan (Master Plan)

Phase 2 will be submitted in a separate application and it will include:

Land Partition
Stage II Final Plan
Site Design Review
Signs

REQUEST/SUMMARY: The Development Review Board is being asked to review a Quasi-judicial Annexation, Comprehensive Plan Amendment, Zone Map Amendment and Stage I Preliminary Plan (Master Plan) for the West Linn – Wilsonville School District property located at Advance Road and SW 60th Avenue. No development is proposed concurrently with these applications.

LOCATION: Approximately 40 acres. Described as Tax Lots 2000, 2300, 2400 and 2500, Section 18, Township 3 South, Range 1 East, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

OWNER/APPLICANT/PETITIONER: West Linn - Wilsonville School District
APPLICANT’S REPRESENTATIVE: Mr. Keith Liden AICP, Bainbridge

COMPREHENSIVE PLAN MAP DESIGNATION: Agriculture (Clackamas County)
PROPOSED PLAN MAP DESIGNATION: Public (City of Wilsonville)

Development Review Board Panel ‘B’ Amended & Adopted Staff Report July 27, 2015 Exhibit A1

ZONE MAP CLASSIFICATION: Exclusive Farm Use (EFU, Clackamas County)

PROPOSED ZONE DESIGNATION: Public Facility (PF, City of Wilsonville)

STAFF REVIEWERS: Blaise Edmonds, Manager of Current Planning, Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

The DRB STAFF RECOMMENDATION: Recommends approval of the requested Annexation, Comprehensive Plan Amendment and Zone Map Amendment to City Council. Approved the Stage I Preliminary Plan (Master Plan).

APPLICABLE REVIEW CRITERIA:

<u>DEVELOPMENT CODE</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.029	Zoning to be consistent with Comp. Plan
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of the City Council
Section 4.136	Public Facility (PF) Zone
Section 4.139	Significant Resource Overlay Zone
Section 4.140(.07)	Stage I Preliminary Plan (Master Plan)
Section 4.197	Zone Changes and Amendments to Development Code-Procedures
Section 4.700	Annexation
Section 4.198	Comprehensive Plan Map Amendments
<u>OTHER CITY PLANNING DOCUMENTS</u>	
Comprehensive Plan: Policy 3.1.10 Implementation Measure 3.1.10.a Implementation Measure 3.1.10.c Implementation Measure 3.1.10.e	Schools
Comprehensive Plan - Parks/Recreation/Open Space Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands. Annexation and Boundary Changes. Implementation Measure 2.2.1.e. Implementation Measure 2.2.1.a. Implementation Measure 3.1.11.a. Implementation Measure 3.1.11.b. Implementation Measure 3.1.11.d. Implementation Measure 3.1.11.g.	Annexation: Public Lands and Parks.

Implementation Measure 3.1.11.h. Implementation Measure 3.1.11.i. Implementation Measure 3.1.11.j. Implementation Measure 3.1.11.l. Implementation Measure 3.1.11.n. Implementation Measure 3.1.11.o. (1 through 6) Implementation Measure 3.1.11.r. Implementation Measure 3.1.11.s.	
REGIONAL AND STATE PLANNING DOCUMENTS	
Metro Code Chapter 3.09	Local Government Boundary Changes
ORS 222.111	Authority and Procedures for Annexation
ORS 222.120	Procedure without Election by City Electors
ORS 222.125	Annexation by Consent of All Land Owners and Majority of Electors
ORS 22.170	Effect of Consent to Annexation by Territory
Statewide Planning Goals	
URBAN GROWTH MANAGEMENT FUNCTIONAL PLAN	<p>Title 3 – Water Quality Resource Boundary and Title 13 (Sections 3.07.1310 – 3.07.1370) – Nature in Neighborhoods</p> <ul style="list-style-type: none"> conserves, protects and restores a continuous ecologically viable streamside corridor system integrated with upland wildlife habitat and the urban landscape
Parks and Recreation Master Plan Transportation Systems Plan Storm Water Master Plan	
State Transportation Planning Rule	OAR 660-012-0060 Transportation Planning Rule for Plan and Land Use Regulation Amendment.

Site description provided by the applicant:

“The site, which consists of four tax lots, is located within unincorporated Clackamas County on the south side of Advance Road, immediately east of the Wilsonville city limit, and west of 60th Avenue. The property has frontage on both roads. The entire property is zoned EFU (Exclusive Farm Use) by Clackamas County. The minimum parcel size in the EFU Zone is 80 acres. It is located within Metro Urban Growth Boundary (Figure 1).”

“The property is not actively farmed. The northern 20+ acres (TL 2000) is an open field, and the southern portion contained an old Filbert orchard, which was removed several years ago due to age and disease (TL 2300, 2400 and 2500). According to the Clackamas County Planning Department, Tax Lot 2000 is a legally separate parcel, and the remaining tax lots constitute one additional legal parcel. A survey of the property is provided in Exhibit A. Traversing the west property line of the site is the east fork of the headwaters of Meridian Creek. Meridian Creek is an intermittent stream with a shallow gradient at the northern end, becoming a steep sided ravine

Development Review Board Panel ‘B’ Amended & Adopted Staff Report July 27, 2015 Exhibit A1

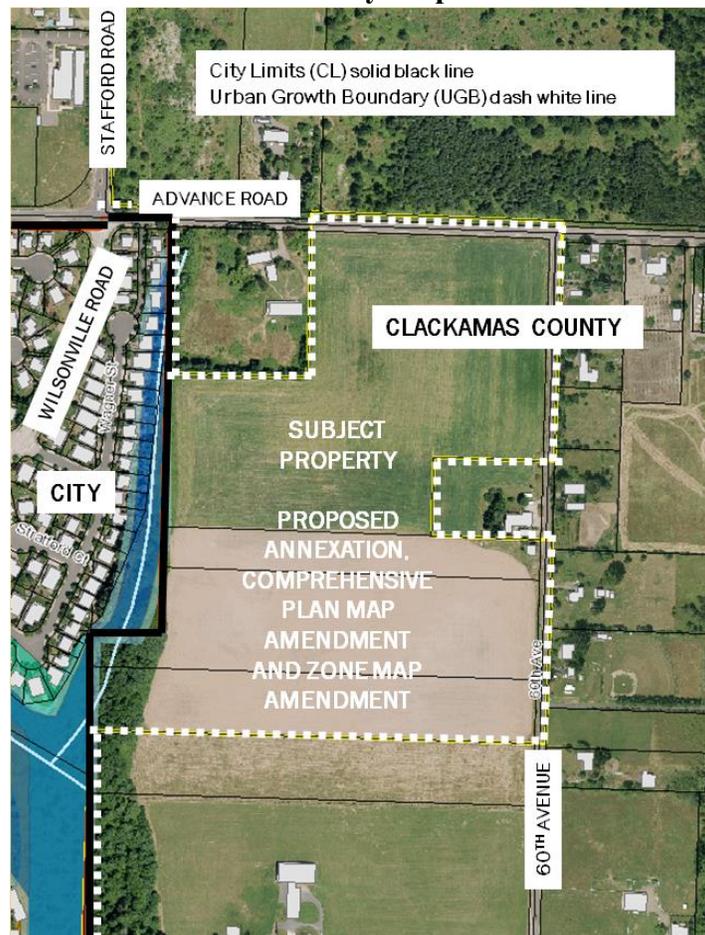
heading south toward the Willamette River. Areas north of Boeckman Road and Advance Road drain into the creek via culverts under the roadways. The vegetation in the area is mostly Douglas-fir with alder, and Big-leaf maple as the deciduous component. The understory is disturbed and mostly comprised of sword fern, vine maple, Himalayan blackberry, and English ivy. Meridian Creek is a wildlife corridor for large and small mammals, including deer, coyote, raccoon, possum, squirrel, and chipmunk. The creek is a fish bearing stream, with the lower reaches adjacent to the Willamette River containing Cutthroat trout and Coho salmon. The portion of the stream and associated riparian area, which is already within the city, is regulated under Wilsonville's Significant Resource Overlay Zone (SROZ) and is identified as a significant Statewide Planning Goal 5 Natural Resource. The SROZ area includes the slopes adjacent to the creek extending from the 2- year bank full stage or wetland edge to top of bank or 50 feet, whichever is greater. Topographic information for the property is provided in Exhibit B. The preliminary SROZ boundary on the subject property is shown in Exhibit C. It was determined during a field visit with city staff and the applicant's biologist Taya MacLean, SWCA and supplemental analysis to verify the SROZ boundary will be completed in June 2015. The preliminary SROZ boundary may be adjusted based on review by the City of Wilsonville, the final survey of the SROZ will be submitted during review of this application".

Vicinity information provided by the applicant:

"The zoning and land use for the properties in the vicinity of the proposed site are summarized in Table 1 and Figure 2. Although the site is adjacent to EFU land to the north, east, and south, there is no significant agricultural use in the immediate vicinity. Larger parcels in the area are generally grassland with no active farm operations. Several small-scale agricultural uses, such as nursery stock and Christmas trees, are found on a few rural acreages of five acres or less. An established single family residential neighborhood (Landover subdivision) is on the west side of Meridian Creek within the Wilsonville city limits. Boeckman Creek Primary School and Wilsonville High School are located to the southwest on the opposite side of the creek."

Staff: According to Urban Growth Boundary Major Adjustment Case No. 13-01, Exhibit A, the subject property and adjacent Advance Road and SW 60th Avenue are within the City UGB. See Exhibit A3. Adjacent properties at the north, east and south are within Frog Pond Urban Reserve 4H.

Vicinity Map



SUMMARY:

A detailed introduction and compliance report in support of the application is provided by the applicant found in Exhibit B1. The applicant’s narrative adequately describes the requested application components, and compliance findings regarding applicable review criteria. Except where necessary to examine issues identified in this report, staff has relied upon the applicant’s submittal documents and compliance findings, rather than repeat their contents again here. The application components are described briefly, below:

Annexation (DB15-0046)

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools later this year and at a later date, a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: “Applicant shall enter into a Development Agreement with the City that clarifies the

responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Comprehensive Plan Map Amendment (DB15-0047)

The applicant is requesting to change the current Clackamas County Comprehensive Plan Map designation ‘Agriculture’ to the City of Wilsonville Comprehensive Plan Map designation ‘Public’ which is the appropriate designation for the public school and city park sites.

Zone Map Amendment (DB15-0048)

The applicant is requesting to change the current Clackamas County zoning designation from ‘Exclusive Farm Use’ (EFU) to the City of Wilsonville zone designation of ‘Public Facility’ (PF) which is the appropriate designation to the public school and city park sites. Also proposed is the inclusion of the Significant Resource Overlay Zone (SROZ) along the west side of the subject property shown on the Preliminary Survey for SROZ. The SROZ is an overlay zone on top of the base zone that results in protection of natural resource areas. A portion of Meridian Creek, a natural resource area, is on the School District property. A portion of Meridian Creek, a natural resource area, is on the School District property.

Stage I Preliminary Plan (DB15-0049)

The applicant is requesting to approval of a Stage I Preliminary Plan comprising of a middle school and a primary school on 30 acres, and a city park on 10 acres.

Discussion Points:

SW Advance Road Properties

Annexation, comprehensive plan mapping and rezoning of the subject property is proposed to begin laying the foundation for future development applications for two public schools and at a later date, a city park. The District proposes to construct a Middle School over the next two years, with a target opening date of September, 2017.

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.
- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several

new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.

- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City’s TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 of the TSP shows “Future Shared-Use Path” within the Meridian Creek corridor. The City’s Development Engineering Manager has considered the recommendations in the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property would ultimately connect the new Middle School with the existing Boeckman Creek Primary School and Wilsonville High School. As the design evolves in the next application submittal for the Stage II Final Plan for the Middle School, the applicant and the city should further evaluate the needs and alignment for off-site pathways(s) adjacent to the subject school and city park properties.

CONCLUSIONS *and* CONDITIONS OF APPROVAL:

Staff has reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the Annexation, Comprehensive Plan Map Amendment and Zone Map Amendment to City Council (DB15-0046 through DB15-0048).

<p>PD = Planning Division: No conditions of approval are proposed. PF = Engineering Conditions NR = Natural Resources Conditions: No conditions of approval are proposed but will be provided for the Phase 2 application submittal involving Stage II Final Plan and Site Design Review. TVFR Conditions BD – Building Division Conditions: No conditions of approval are proposed but will be provided for the Phase 2 application submittal involving Stage II Final Plan and Site Design Review.</p>

REQUEST A: DB15-0046 ANNEXATION

<p>This action recommends annexation to the City Council for the subject property with one condition of approval (PFA 1). The Comprehensive Plan Map Amendment (DB15-0047), the Zone Map Amendment (DB15-0048), and the Stage I Preliminary Plan (DB15-0049) are contingent on annexation.</p>
--

Engineering Division Conditions:

PFA 1. Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.

REQUEST B: DB15-0047 COMPREHENSIVE PLAN MAP AMENDMENT

This action recommends adoption of the Comprehensive Plan Map Amendment to the City Council for the subject property with no conditions of approval.

REQUEST C: DB15-0048 ZONE MAP AMENDMENT

This action recommends adoption of the Zone Map Amendment to the City Council for the subject property with no conditions of approval.

REQUEST D: DB15-0049 STAGE I PRELIMINARY PLAN

This action recommends approval of the Stage I Preliminary Plan with the following conditions of approval:

The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these conditions of approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those conditions of approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code, Oregon Revised Statutes and Administrative Rules. Other conditions of approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other conditions of approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

Planning Division (PD) Conditions: No conditions of approval are proposed but will be provided for the Phase 2 application involving Stage II Final Plan and Site Design Review.

Engineering Division PF Conditions:

Standard Comments:

PFD 1 All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2014.

PFD 2 Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:

	<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>
	Commercial General Liability	
	General Aggregate (per project)	\$ 3,000,000
	General Aggregate (per occurrence)	\$ 2,000,000
	Fire Damage (any one fire)	\$ 50,000
	Medical Expense (any one person)	\$ 10,000
	Business Automobile Liability Insurance	
	Each Occurrence	\$ 1,000,000
	Aggregate	\$ 2,000,000
	Workers Compensation Insurance	\$ 500,000
PFD 3	No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.	
PFD 4	All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.	
PFD 5	Plans submitted for review shall meet the following general criteria:	
	<ul style="list-style-type: none"> a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft. wide public easement for single utilities and a minimum 20-ft wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms. b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department. c. In the plan set for the PW Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print. d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum. e. All proposed on and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes. f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area. g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible. h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance. i. Erosion Control Plan that conforms to City of Wilsonville Ordinance No. 482. j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified. k. All engineering plans shall be printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon. 	

	<p>1. All plans submitted for review shall be in sets of a digitally signed PDF and three printed sets.</p>
PFD 6	<p>Submit plans in the following general format and order for all public works construction to be maintained by the City:</p> <ol style="list-style-type: none"> a. Cover sheet b. City of Wilsonville construction note sheet c. General construction note sheet d. Existing conditions plan. e. Erosion control and tree protection plan. f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties. g. Grading plan, with 1-foot contours. h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes. i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'. j. Street plans. k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference. m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set. n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public Works Permit set. o. Composite franchise utility plan. p. City of Wilsonville detail drawings. q. Illumination plan. r. Striping and signage plan. s. Landscape plan.
PFD 7	<p>Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.</p>
PFD 8	<p>The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have</p>

	been installed.
PFD 9	Applicant shall work with City's Natural Resources office before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
PFD 10	The applicant shall be in conformance with all stormwater and flow control requirements for the proposed development per the Public Works Standards.
PFD 11	A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
PFD 12	The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
PFD 13	Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
PFD 14	The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.
PFD 15	All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
PFD 16	Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
PFD 17	No surcharging of sanitary or storm water manholes is allowed.
PFD 18	The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
PFD 19	A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFD 20	The applicant shall provide a 'stamped' engineering plan and supporting information that shows the proposed street light locations meet the appropriate

	AASHTO lighting standards for all proposed streets and pedestrian alleyways.
PFD 21	All required pavement markings, in conformance with the Transportation Systems Plan and the Bike and Pedestrian Master Plan, shall be completed in conjunction with any conditioned street improvements.
PFD 22	Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
PFD 23	The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
PFD 24	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
PFD 25	Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
PFD 26	The applicant shall provide the City with a Stormwater Maintenance and Access Easement (on City approved forms) for City inspection of those portions of the storm system to be privately maintained. Stormwater or rainwater LID facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all LID storm water components and private conventional storm water facilities; maintenance shall transfer to the respective homeowners association when it is formed.
PFD 27	The applicant shall "loop" proposed waterlines by connecting to the existing City waterlines where applicable.
PFD 28	All water lines that are to be temporary dead-end lines due to the phasing of construction shall have a valved tee with fire-hydrant assembly installed at the end of the line.
PFD 29	Applicant shall provide a minimum 6-foot Public Utility Easement on lot frontages to all public right-of-ways. An 8-foot PUE shall be provided along Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
PFD 30	For any new public easements created with the project the applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).
PFD 31	<p>Mylar Record Drawings:</p> <p>At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the</p>

	<p>construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.</p>				
PFD 32	<p>Subdivision or Partition Plats:</p> <p>Paper copies of all proposed subdivision/partition plats shall be provided to the City for review. Once the subdivision/partition plat is approved, applicant shall have the documents recorded at the appropriate County office. Once recording is completed by the County, the applicant shall be required to provide the City with a 3 mil Mylar copy of the recorded subdivision/partition plat.</p>				
PFD 33	<p>Subdivision or Partition Plats:</p> <p>All newly created easements shown on a subdivision or partition plat shall also be accompanied by the City's appropriate Easement document (on City approved forms) with accompanying survey exhibits that shall be recorded immediately after the subdivision or partition plat.</p>				
Specific Comments:					
PFD 34	<p>Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities, estimated costs, and eligible SDC credits/reimbursements for constructing a signalized intersection at the Boeckman-Advance / Wilsonville Road-Stafford intersection and any related improvements to each leg, reconstruction of Advance Road east of this intersection through the school site access road, and construction of the access roads which will provide service to both the school site and the City's future sports field park.</p>				
PFD 35	<p>At the request of Staff, DKS Associates completed a Transportation Impact Study dated June 8, 2015. The project is hereby limited to no more than the following impacts.</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">Estimated New PM Peak Hour Trips</td> <td style="text-align: right;">270</td> </tr> <tr> <td style="padding-right: 20px;">Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area</td> <td style="text-align: right; vertical-align: top;">14</td> </tr> </table>	Estimated New PM Peak Hour Trips	270	Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	14
Estimated New PM Peak Hour Trips	270				
Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	14				
PFD 36	<p>The City's 2013 Transportation System Plan identifies Advance Road east of Wilsonville Road as a Collector level road with recommended right-of-way of 69 to 77 feet. For the recommended street improvements of a 12-ft center median, 11-ft travel lane, 2-ft bike buffer, 6-ft bike lane, and 15.5-ft landscape and sidewalk, this will require obtaining an additional right-of-way of 10.5 feet adjacent to the Landover subdivision and 20.5 feet from tax lot 31E18 02100. Additional right-of-way may be required from the Landover subdivision for traffic signal improvements on the southeast corner of the adjacent intersection.</p> <p>City staff will work with property owners to obtain the required right-of-way adjacent to the Landover subdivision and tax lot 31E18 02100.</p> <p>Responsibilities for right-of-way acquisition to be established per PFD 34.</p>				

PFD 37	<p>The applicant shall be responsible for design and construction of street improvements to Advance Road from the intersection with Wilsonville Road/Stafford Road through the access road to the school site. Design and construction of half-street improvements typically shall be the responsibility of the applicant, which includes 24 feet of street improvements (from face of south curb), and accompanying pro rata share of storm improvements, signage & striping, street lighting, curb & gutter, 5-ft sidewalk, and irrigation & landscaping. Design and construction of improvements beyond 24 feet, or oversizing of infrastructure are eligible for SDC credits or reimbursement from the City.</p> <p>The sidewalk on the south side of Advance Road will be the primary pedestrian route to the school site. To accommodate the expected bicycle and pedestrian use the sidewalk shall be constructed at a minimum width of ten (10.0) feet.</p> <p>Responsibilities for cost of design and construction of Advance Road to be established per PFD 34.</p>
PFD 38	<p>Applicant shall be responsible for design and construction of a fully signalized intersection at Boeckman Road-Advance Road / Wilsonville Road-Stafford Road. Responsibilities for cost of design and construction to be established per PFD 34.</p>
PFD 39	<p>Public vehicular and school bus access to the site shall be via the access road connecting to Advance Road. Additional future access will be added off of 60th Avenue at the time when the City constructs a planned sports field park, and/or when the school district constructs the planned primary school at this site.</p>
PFD 40	<p>Applicant shall be responsible for dedication of right-of-way, design and construction of the two public access roads internal to the development.</p> <p>The north/south access road off of Advance Road shall have a minimum 58-foot right-of-way dedication with the roadway consisting of two 12-foot travel lanes, two 6-foot bike lanes and two 11-ft landscape/sidewalk areas. Right-of-way shall transition to a 70-foot minimum width at the connection with Advance Road to accommodate both left-turn and right-turn lanes for egress.</p> <p>The east/west access road shall have a minimum 58-foot right-of-way dedication with the roadway consisting of two 12-foot travel lanes, two 6-foot bike lanes, and two 11-foot landscape/sidewalk areas.</p> <p>Responsibilities for cost of design and construction to be established per PFD 34.</p>
PFD 41	<p>Presently power and telecommunication to this site are provided by overhead utility lines on the north side of Advance Road and there is no plan to underground these utilities at this time. Applicant will be allowed to obtain service from these utility lines, however from the south side of the right-of-way onto the project site new franchise utility lines shall be installed underground per City Code. All franchise utility work to be done at the applicant's expense.</p>
PFD 42	<p>The proposed development straddles the drainage basin boundary for Meridian Creek and an unnamed creek southeast of the site. The drainage basin boundary is delineated in Figure 3-2 of the City's 2012 Stormwater Master Plan. The applicant</p>

	shall design the storm system so that no net out-of-basin stormwater transfer occurs.
PFD 43	<p>Water service shall be obtained by applicant connecting to the City's 12" water main line located in Advance Road and extending the main to the school north/south access road, then south into the school property. Applicant shall install a looped 8" water main around the school site.</p> <p>Applicant shall stub a minimum 8" water line in the east/west access road to at least the edge of pavement. Responsibilities for cost of design and construction beyond what is needed to service the school site to be established per PFD 34.</p>
PFD 44	<p>For sanitary sewer service the City has no sewer lines at a sufficient depth to be able to provide gravity service to the school site. It is recommended the applicant coordinate with the City with their design and construction of a sewer lift station; the force main could be tied into the City sewer system in the Landover subdivision. The applicant will need to coordinate sizing of this sewer lift station with the City and verify that sufficient capacity exist in the public system to handle the expected sewer flows from the school site. Capacity upgrades in the existing City sewer system would be the responsibility of the applicant; responsibilities for cost of design and construction to be established per PFD 34.</p>

Natural Resources NR Conditions: No conditions of approval are proposed but will be provided for the Phase 2 application involving Stage II Final Plan and Site Design Review.

TVF&R Conditions: The following conditions are more applicable to the Stage II Final Plan and Site Design Review applications that will be filed separately from this review.

1. **FIRE APPARATUS ACCESS ROAD DISTANCE FROM BUILDING AND TURNAROUNDS:** Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)
2. **DEAD END ROADS:** Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. (OFC 503.2.5 & D103.1)
3. **ADDITIONAL ACCESS ROADS – COMMERCIAL/INDUSTRIAL: Buildings exceeding 30 feet in height or** three stories in height shall have at least two separate means of fire apparatus access. Buildings or facilities having a gross building area of more than 62,000 square feet shall have at least two approved separate means of fire apparatus access. Exception: Projects having a gross building area of up to 124,000 square feet that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems. (OFC D104)

4. **AERIAL FIRE APPARATUS ROADS:** Buildings with a vertical distance between the grade plane and the highest roof surface that exceeds 30 feet in height shall be provided with a fire apparatus access road constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. For the purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of the parapet walls, whichever is greater. Any portion of the building may be used for this measurement, provided that it is accessible to firefighters and is capable of supporting ground ladder placement. (OFC D105.1, D105.2)
5. **AERIAL APPARATUS OPERATIONS:** At least one of the required aerial access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial access road is positioned shall be approved by the fire code official. Overhead utility and power lines shall not be located over the aerial access road or between the aerial access road and the building. (D105.3, D105.4)
6. **MULTIPLE ACCESS ROADS SEPARATION:** Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the area to be served (as identified by the Fire Code Official), measured in a straight line between accesses. (OFC D104.3) Exception: Buildings equipped throughout with an approved automatic fire sprinkler system (the approval of this alternate method of construction shall be accomplished in accordance with the provisions of ORS 455.610(5)).
7. **FIRE APPARATUS ACCESS ROAD WIDTH AND VERTICAL CLEARANCE:** Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants (OFC D103.1)) and an unobstructed vertical clearance of not less than 13 feet 6 inches. The fire district will approve access roads of 12 feet for up to three dwelling units and accessory buildings. (OFC 503.2.1 & D103.1)
8. **NO PARKING SIGNS:** Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background. (OFC D103.6)

NO PARKING: Parking on emergency access roads shall be as follows (OFC D103.6.1-2):

1. 20-26 feet road width – no parking on either side of roadway (signage to indicate the no parking)
2. 26-32 feet road width – parking is allowed on one side (signage to indicate the no parking side)
3. Greater than 32 feet road width – parking is not restricted

9. **PAINTED CURBS:** Where required, fire apparatus access roadway curbs shall be painted red (or as approved) and marked “NO PARKING FIRE LANE” at 25 foot intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background (or as approved). (OFC 503.3)
10. **FIRE APPARATUS ACCESS ROADS WITH FIRE HYDRANTS:** Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant. (OFC D103.1)
11. **SURFACE AND LOAD CAPACITIES:** Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested. (OFC 503.2.3)
12. **TURNING RADIUS:** The inside turning radius and outside turning radius shall be not less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & D103.3)
13. **GATES:** Gates securing fire apparatus roads shall comply with all of the following (OFC D103.5, and 503.6):
 1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width), or two 10 foot sections with a center post or island.
 2. Gates serving three or less single-family dwellings shall be a minimum of 12 feet in width.
 3. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved.
 4. Electric gates shall be equipped with a means for operation by fire department personnel
 5. Electric automatic gates shall comply with ASTM F 2200 and UL 325.
 6. Removable bollards are not an approved alternate to a swinging gate.
14. **TRAFFIC CALMING DEVICES:** Shall be prohibited unless approved by the Fire Code Official. (OFC 503.4.1)
15. **COMMERCIAL BUILDINGS – REQUIRED FIRE FLOW:** The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be determined in accordance with residual pressure (OFC Appendix B Table B105.2). The required fire flow for a building shall not exceed the available GPM in the water delivery system at 20 psi.

Note: Appendix B, Section B106, Limiting Fire-Flow is also enforced, save and except for the following:

 - In areas where the water system is already developed, the maximum needed fire flow shall be either 3,000 GPM or the available flow in the system at 20 psi, whichever is greater.
 - In new developed areas, the maximum needed fire flow shall be 3,000 GPM at 20 psi.

- Tualatin Valley Fire & Rescue does not adopt Occupancy Hazards Modifiers in section B105.4-B105.4.1
16. **WATER SUPPLY DURING CONSTRUCTION:** Approved firefighting water supplies shall be installed and operational prior to any combustible construction or storage of combustible materials on the site. (OFC 3312.1)
 17. **FIRE HYDRANTS – COMMERCIAL BUILDINGS:** Where a portion of the building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided. (OFC 507.5.1)
 - This distance may be increased to 600 feet for buildings equipped throughout with an approved automatic sprinkler system.
 - The number and distribution of fire hydrants required for commercial structure(s) is based on Table C105.1, following any fire-flow reductions allowed by section B105.3.1. Additional fire hydrants may be required due to spacing and/or section 507.5 of the Oregon Fire Code.
 18. **FIRE HYDRANT NUMBER AND DISTRIBUTION:** The minimum number and distribution of fire hydrants available to a building shall not be less than that listed in (OFC Table C105.1)
 19. **FIRE DEPARTMENT CONNECTIONS:** A fire hydrant shall be located within 100 feet of a fire department connection (FDC) or as approved. Fire hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle. (OFC 912 & NFPA 13)
 20. **EMERGENCY RESPONDER RADIO COVERAGE:** Provide emergency responder radio coverage in accordance with section 510 of the 2010 edition of the Oregon Fire Code. (OFC 510.1)

Building Division Conditions: No conditions of approval are proposed but will be provided for the Phase 2 application involving Stage II Final Plan and Site Design Review.

Public Works Department Condition: The following condition is more applicable to the Stage II Final Plan and Site Design Review applications that will be filed separately from this review.

PW1. The school shall install an Oregon Plumbing Specialty Code Approved Grease Interceptor in which all kitchen drains will be connected.

MASTER EXHIBIT LIST:

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case Files DB15-0046 through DB15-0049.

The following exhibits are hereby entered into the public record by the Development Review Board in consideration of the applications as submitted:

- A1.** Staff Report, findings, recommendations and conditions.
- A2.** Staff PowerPoint presentation.
- A3.** Metro Council Action, UGB Case File No. 13-01: West Linn – Wilsonville School District.

Applicant’s Written and Graphic Materials:

- B1.** Application Summary, General Information, Background Information, Application Elements, Applicable Criteria: Oregon Statewide Planning Goal, Annexation, Comprehensive Plan Map Amendment, Zone Map Amendment, Stage I Preliminary Plan.
Exhibit A: Legal Description
Exhibit B: Topographic Information
Exhibit C: Natural Resources and SROZ Tentative Boundary
Exhibit D: DKS Transportation Impact Analysis
Exhibit E: Villebois School Site and Advance Road Sports Field Site Exchange Agreement
Exhibit F: Concept Master Plan, Full Size
Dated July 2, 2015.
- B2.** CD of items listed in Exhibit B1.
- B3.** Map showing proposed Meridian Creek pathway connection.
- B4.** Petition for Annexation to the City Of Wilsonville, Legal Description and Survey Maps (4 maps).
- B5.** *E-mail, William Ciz, dated July 24, 2015 including WLWSC responses, staff responses to the questions from Steve Adams and Blaise Edmonds.*

Full Plan Sheets

Survey SROZ boundary
Record of Survey – 4 sheets and including metes & bounds legal description
Topographic Site Map

Development Review Team

- C1.** Engineering Division Conditions, Dated July 10, 2015
- C2.** Memo, Jason Arn, TVFR, dated June 29, 2015.
- C3.** Memo, Public Works Department, dated July 13, 2015

Public Testimony

Letters (neither For nor Against):

- D1.** E-mail, Brian Roche, dated July 16, 2015, including staff responses to the questions from Steve Adams and Blaise Edmonds.
- D2.** *E-mail, William Ciz, dated July 24, 2015 including staff responses to the questions from Steve Adams and Blaise Edmonds.*
- D3.** *Written testimony read into the record and submitted by Stan Satter, Treasurer/Director, Landover Homeowners Association.*

Letters (In Favor): None submitted, Letters (Opposed): None submitted.

FINDINGS OF FACT:

1. The statutory 120-day time limit applies to this application. The application was received on June 4, 2015. On June 8, 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. The applicant submitted new material on July 1, 2015. On July 2, 2015 staff determined the application to be complete. The City must render a final decision for the request, including any appeals, by October 30, 2015.
2. There are no prior land use actions.
3. The subject site was added into Wilsonville’s Urban Growth Boundary (UGB) by the Metro Council through a major UGB expansion process approved in Ordinance No. 13-1316.
4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

GENERAL INFORMATION

Section 4.008 Application Procedures-In General

Review Criterion: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

Finding: This criterion is met.

Explanation of Finding: The application is being processed in accordance with the applicable general procedures of this Section.

Section 4.009 Who May Initiate Application

Review Criterion: “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

Finding: This criterion is satisfied.

Explanation of Finding: The application has been submitted on behalf of the West Linn – Wilsonville School District.

Subsection 4.011 (.02) B. Lien Payment before Application Approval

Review Criterion: “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that

payments must be made current or the existence of liens will necessitate denial of the application.”

Finding: This criterion is satisfied.

Explanation of Finding: No applicable liens exist for the subject property.

CONCLUSIONARY FINDINGS

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

REQUEST A: ANNEXATION

The applicant’s response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Comprehensive Plan

Annexation and Boundary Changes

Implementation Measure 2.2.1.a.

A1. **Review Criterion:** “Allow annexation when it is consistent with future planned public services and when a need is clearly demonstrated for immediate urban growth.”

Finding: This criterion is satisfied.

Explanation of Finding: The required consistency is fulfilled by being consistent with the UGB. According to Urban Growth Boundary Major Adjustment Case No. 13-01, Exhibit A, the subject property and adjacent Advance Road and SW 60th Avenue are within the City UGB. See Exhibit A3. Adjacent properties north, east and south are within Frog Pond Urban Reserve 4H. The subject 40 acre site is ready for annexation for school development and for a city park within the City of Wilsonville. Therefore, the subject property addresses a demonstrated need for public schools and a public park. Furthermore, the City Comprehensive Plan and the Engineering Division evaluates compliance of planned sanitary sewer, storm drainage, and water systems with the City’s Wastewater Collections System Master Plan, Stormwater Master Plan, Parks and Recreation Master Plan, Water System Master Plan and the City’s Transportation Systems Plan.

Implementation Measure 2.2.1.e.

A2. **Review Criterion:** “Changes in the City boundary will require adherence to the annexation procedures prescribed by State law and Metro standards. Amendments to the City limits shall be based on consideration of:

1. Orderly, economic provision of public facilities and services, i.e., primary urban services are available and adequate to serve additional development or improvements are scheduled through the City’s approved Capital Improvements Plan.
2. Availability of sufficient land for the various uses to insure choices in the marketplace for a 3 to 5 year period.
3. Statewide Planning Goals.
4. Applicable Metro Plans;

5. Encouragement of development within the City limits before conversion of urbanizable (UGB) areas.

Finding: These criteria are satisfied.

Explanation of Findings: The requirements are fulfilled by being consistent the City's UGB which recognizes the subject property described herein as a future site for public schools and city parks as further explained below in this finding, or by compliance with state and regional policies as found in other findings supporting this request.

Orderly, Economic Provision of Public Facilities and Services: The site is designed for the orderly and economic provision of public facilities and services. Development in the UGB and future urban reserve areas would also bring needed and adequately sized public facilities onto the subject property.

Encouraging Development within City Limits prior to UGB: No development is proposed with this request, but annexation will enable reviews of Site Development Permits for public schools and a public park. The subject property is not currently included in a City Comprehensive Plan Map designation. The applicant is requesting a Comprehensive Plan Map Amendment to apply the Public Lands designation. This Implementation Measure establishes precedence for the "Public Facility" zone designation to be applied to the subject property area. An application for a Zone Map Amendment to apply the PF zone and SROZ overlay zone to the property has also been included. The site must be brought into City limits before the Public Land designation, PF and SROZ zones can be applied.

The West Linn – Wilsonville School District (owner and applicant) is seeking to annex the subject 40 acre property. Annexation will enable review of Site Development Permits for public schools and a city park. Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition of approval PFA 1: "Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue."

Development Code

Subsections 4.030 (.01) A, 11, 4.031 (.01) K, and 4.033 (.01) F. Authority to Review Annexation

A3. Review Criteria: These subsections prescribe the authority of the Planning Director to determine whether an annexation request is legislative or quasi-judicial. The DRB does the initial review of quasi-judicial annexation, and the City Council takes final local action of quasi-judicial annexation. Both bodies conduct public hearings for the request.

Finding: These criteria are satisfied.

Explanation of Finding: The subject annexation request has been determined to be quasi-judicial this is a site specific, owner/applicant initiated request, it is a quasi-judicial application. and is being reviewed by the DRB and City Council consistent with these subsections.

Section 4.700 Annexation

A4. Review Criteria: This section defines the criteria and process for annexation review within the City.

Finding: These criteria are satisfied.

Explanation of Finding: All the necessary materials defined by this section have been submitted for City review. The annexation is being considered as a quasi-judicial application. Staff recommends the City Council, upon the DRB's recommendation, declare the subject property annexed.

Metro Code

Chapter 3.09 Local Government Boundary Changes

A5. Review Criteria: This chapter establishes hearing, notice, and decision requirements as well as review criteria for local government boundary changes in the Metro region.

Finding: These criteria are satisfied.

Explanation of Finding: The subject property referenced herein is within the UGB, meets the definition of a minor boundary change as an annexation to a city, satisfies the requirements for boundary change petitions as the property owner (there are no electors), and has submitted a petition with the required information consistent with the UGB.

Oregon Revised Statutes

ORS 222.111 Authority and Procedure for Annexation

A6. Review Criteria: ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.

Finding: These criteria are satisfied.

Explanation of Finding: The applicable requirements in state statute are met including the fact the subject property is within the UGB, is contiguous to the east side of the city, the request has been initiated by the property owner of the land being annexed, and there are no electors in the area to be annexed.

ORS 222.120 Procedure Without Election by City Electors

A7. Review Criteria: ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.

Finding: These criteria are satisfied.

Explanation of Finding: There is no City charter requirement for election for annexation. A public hearing process is being followed as defined in the Development Code, and the applicable requirements in state statute are met including the fact that the single owner of the subject property is the petitioner and thus have consented in writing to annexation. There are no electors or residential dwellings within the territory to be annexed.

ORS 222.125 Annexation by Consent of All Owners of Land and Majority of Electors

A8. Review Criteria: “The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 (Procedure without election by city electors) when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation.”

Finding: These criteria are satisfied.

Explanation of Finding: The territory to be annexed is all owned by the West Linn – Wilsonville School District, has petitioned and consented to annexation in writing. There are no electors or residential dwellings within the territory to be annexed. However, a public hearing process is being followed as prescribed in the City’s Development Code concurrent with a Comprehensive Plan Map and Zone Map Amendment request.

A10. Engineering Division condition of approval PFA 1 is requiring the applicant to annex right-of way for future street improvements along Advance Road. PFA 1 states: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Finding: With proposed condition PFA 1 necessary street ROW will be annexed to meet the City’s Transportation Master Plan.

Explanation of Finding: The area requested to be annexed and including necessary street right-of way must be developed consistent with the City’s Transportation Master Plan.

Oregon Statewide Planning Goals

A11. Review Criteria: The goals include: citizen involvement, land use planning, natural resources and open spaces, recreational needs, economic development, housing, public facilities and services, and transportation.

Finding: On pages 20 - 22 of Exhibit B1 the applicant has prepared response findings to Statewide Planning Goals. These criteria are satisfied.

Explanation of Finding: The area requested to be annexed will be developed consistent with the City’s Comprehensive Plan, which has been found to meet the statewide planning goals.

SUMMARY FINDING FOR REQUEST (A):

The proposed Annexation meets all applicable requirements and its approval may be recommend to the City Council.

REQUEST B: COMPREHENSIVE PLAN MAP AMENDMENT

The applicant's response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Comprehensive Plan – Comprehensive Plan Changes

The City of Wilsonville's Comprehensive Plan, provide the following procedure for amending the Comprehensive Plan:

B1. Review Criterion: Who May Initiate Plan Amendments

Finding: This criterion is satisfied.

Explanation of Finding: The school district (owner) through their authorized agent (Mr. Keith Liden AICP, Bainbridge) has made application to modify the Comprehensive Plan map designation for the subject property from the Clackamas County Comprehensive Plan designation 'Agriculture' to City Comprehensive Plan designation 'Public'.

Application for Comprehensive Plan Amendment

The applicant has met all applicable filing requirements for a Comprehensive Plan Map amendment.

B2. Review Criterion: Consideration of Plan Amendment

Finding: This criterion is satisfied.

Explanation of Finding: The Planning Division received the application on June 4, 2015. Staff met with the applicant subsequent to the submittal of the application to discuss the completeness of the application and perceived deficiencies of the application. The application was deemed complete on July 2, 2015. The findings and recommended conditions of approval adopted by the Development Review Board in review of the application to modify the Comprehensive Plan Map designation will be forwarded as a recommendation to the City Council.

B3. Review Criteria: Standards for Development Review Board and City Council Approval of Plan Amendments (page 8 of the Comprehensive Plan):

a. The proposed amendment is in conformance with those portions of the Plan that are not being considered for amendment.

Finding: These criteria are satisfied.

Explanation of Finding: Findings B1 through B27, which satisfy these Plan policies.

B4. Review Criterion: b. The granting of the amendment is in the public interest.

Finding: This criterion is satisfied.

Explanation of Finding: The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied. . The public interest is served by providing an additional

Middle School to alleviate existing over-crowding at the only Middle School in the City, Wood Middle School.

B5. Review Criteria: c. The public interest is best served by granting the amendment at this time.

Finding: These criteria are satisfied.

Explanation of Finding: Last year, the District passed a successful bond measure to fund the construction of new schools. With the existing over-crowding at Wood Middle School, the public interest will be best served by granting the amendment at this time, leading toward ultimate submittal of Stage II and Site Design Review plans for the school. The District plans to construct the site over 2016 in preparation for opening the new Middle School in September, 2017. The applicant has satisfied requirements of citizen involvement and public notice requirements.

B6. Review Criteria: d. The following factors have been adequately addressed in the proposed amendment:

Suitability of the various areas for particular land uses and improvements;

Finding: These criteria are satisfied.

Explanation of Finding: The subject 40 acre property is undeveloped agricultural land with minor slopes which is suitable for the specific planned use and associated public improvements. The 40 acre property has direct frontage on Advance Road and SW 60th Avenue for access. The City Engineering Division has indicated through Public Facilities (PF) conditions of approval found in this staff report that public utilities, i.e., water, sanitary sewer, storm sewer and street improvements can be accomplished to serve the subject property.

Land uses and improvements in the area;

Finding: This criterion is satisfied.

Explanation of Finding: Adjacent uses are primarily agriculture and rural residential. Adjacent to the west of the subject property is a residential subdivision within the city but is bisected by Meridian Creek. A portion of Meridian Creek is on School District property.

Trends in land improvement;

Finding: This criterion is satisfied.

Explanation of Finding: The proposal is for public schools and a future city park which is responding to a public need to relieve crowded schools and to meet the demand for more recreational sport fields.

Density of development;

Finding: This criterion is not applicable.

Explanation of Finding: The proposal does not plan for residential development.

Property values;

Finding: This criterion is satisfied.

Explanation of Finding: A professional analysis of property values has not been provided to staff. However in the professional opinion of staff when Lowrie Primary School was recently constructed it contributed to a flurry of single-family home construction in Villebois. The creation of more park land in this request can add more livability to the east side of Wilsonville and to Clackamas County residents in the area.

Needs of economic enterprises in the future development of the area;

Finding: This criterion is satisfied.

Explanation of Finding: The subject property is within the City UGB and would involve capital projects for public infrastructure improvements.

Transportation access:

Finding: This criterion is satisfied.

Explanation of Finding: On pages 5 and 6 of The DKS Transportation Impact Analysis (Exhibit D of Exhibit B1) DKS proposes several transportation mitigation recommendations for the subject property. The City Engineering Division has considered the mitigation recommendations and has factored them in the proposed Public Facilities (PF) conditions of approval for the Stage I Preliminary Plan in this staff report.

Natural resources; and Public need for healthful, safe and aesthetic surroundings and conditions:

B7. Finding: This criterion is satisfied.

Explanation of Finding: In Request E the applicant is requesting to map and incorporate a SROZ area along the west side of the subject property. A portion of Meridian Creek is on the School District property. Since the subject property is currently outside the City Limits, SROZ has not been established for Meridian Creek that is adjacent to and on the property. The proposed SROZ area is approximately 1.95 acres. The proposed SROZ is a Metro Title 3/13 and Statewide Planning Goal 5 natural resource area. The applicant does not intend to modify or impact the SROZ. It will also serve as a buffer to the adjacent Landover subdivision to the west. The applicant has also conducted a natural resources assessment prepared by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

B8. Review Criteria: e. Proposed changes or amendments to the Comprehensive Plan do not result in conflicts with applicable Metro requirements.

Wilsonville Development Code (WC) – Comprehensive Plan Changes

Subsection 4.198(.01) of the Development Code stipulates, “Proposals to amend the Comprehensive Plan, or to adopt new elements or sub-elements of the Plan, shall be subject to the procedures and criteria contained in the Comprehensive Plan. Each such amendment shall include findings in support of the following:

B9. Review Criterion: Approval Criterion A: “That the proposed amendment meets a public need that has been identified;”

Finding: This criterion is satisfied.

Explanation of Finding: In 2014, voters approved a school bond entitling the school district to proceed with development on the subject 30 acre area of the property.

- B10. Review Criterion: Approval Criterion B: “That the proposed amendment meets the identified public need at least as well as any other amendment or change that could reasonably be made;”**

Finding: This criterion is satisfied.

Explanation of Finding: As stated in Finding B9, a school bond was passed authorizing the school district to proceed with development on the subject property for schools. The current Clackamas County Zoning Map identifies the subject property as ‘EFU.’ It is appropriate to designate these properties as Public Lands.

- B11. Review Criterion: Approval Criterion C: “That the proposed amendment supports applicable Statewide Planning Goals, or a Goal exception has been found to be appropriate;”**

Finding: This criterion is satisfied.

Explanation of Finding: With the implementation of the proposed conditions of approval, the propose amendment supports the applicable Statewide Planning Goals. Findings to the Statewide Planning Goals were prepared by the applicant in Exhibit B1.

- B12. Review Criterion: Approval Criterion D: “That the proposed change will not result in conflicts with any portion of the Comprehensive Plan that is not being amended.”**

Finding: This criterion is satisfied.

Explanation of Finding: The applicant is requesting an amendment to the Comprehensive Plan Map for the subject property referenced herein. The applicant does not propose to modify or amend any other portion of the City of Wilsonville Comprehensive Plan.

- B13. Review Criterion: Policy 3.1.10 The City of Wilsonville shall continue to coordinate planning for educational facilities with all three local school districts and Clackamas Community College.**

Finding: This criterion is satisfied.

Explanation of Finding: The City of Wilsonville has and will continue to coordinate planning for educational facilities with the three local school districts and Clackamas Community College with the development of Clackamas Community College in Town Center, Wilsonville High School, Wood Middle School, Boeckman Creek Primary School, Boones Ferry Primary School and Lowrie Primary School. In this application, the West Linn – Wilsonville School District proposes to annex the site and ultimately develop the subject property for a middle school, primary school. The School District and the City Parks and Recreation Department are coordinating site planning to share outdoor recreational facilities for public use.

- B14. Review Criterion: Implementation Measure 3.1.10.a. To provide better continuity throughout the community and realize the maximum benefit to the local tax structure, the City will continue to support the consolidation of the entire City limits into one school district.**

Finding: This is an ongoing effort.

Explanation of Finding: Currently the city is within three school districts; West Linn – Wilsonville School District (land area between the Willamette River and the northerly boundary of the Ralph Elligsen property); Canby School District (Charbonneau) and Sherwood School District (land north of the Ralph Elligsen property). The respective school district boundaries have remained relatively unchanged for over 35 years.

B15. Review Criterion: Implementation Measure 3.1.10.c. The City shall continue to coordinate with the school districts for the planning, scheduling, and construction of needed educational facilities. To minimize unnecessary duplication, the City will also work in concert with the school districts for the provision of recreational facilities and programs.

Finding: This criterion is satisfied.

Explanation of Finding: As stated in Finding B14, the City of Wilsonville has and will continue to coordinate planning for educational facilities with the three local school districts and Clackamas Community College demonstrated by development of Clackamas Community College in Town Center, Wilsonville High School, Wood Middle School, Boeckman Creek Primary School, Boones Ferry Primary School and Lowrie Primary School. In this application the West Linn – Wilsonville School District and the City have partnered in site planning of the school property and the city park. The school district and the City Parks and Recreation Department are coordinating to share outdoor recreational facilities for public use.

B16. Review Criterion: Implementation Measure 3.1.10.e. It is the basic reasoning of these policies that development within the City should not be regulated based on the availability of school facilities and services. Rather, these services should be planned for and provided to meet the demands created by development. If, however, school facilities and/or services were determined to be severely inadequate and the school district is unable to provide satisfactory improvement, then growth limitations would be appropriate.

Finding: This criterion is satisfied.

Explanation of Finding: West Linn – Wilsonville School District in this application has planned for and provided to meet the demands created by residential development with passage of several school bond measures over decades.

B17. Comprehensive Plan - Parks/Recreation/Open Space

“Encourage commercial recreation carefully sited within, or adjacent to, other uses. These standards recognize the importance of an adequate park and recreation system to the physical, mental and moral health of the community. They also represent a common-sense approach to parks planning and are, therefore, reaffirmed by this Plan. The Park and Recreation system envisioned is a combination of passive and active recreational areas including specified park lands, schools, and linear open spaces in both public and private ownership. It is a basic premise of this Plan that the availability of conveniently located open recreational spaces is more important than the form of ownership. In planning for such a system, it is helpful to classify the individual components (neighborhood parks, community parks, Greenway, etc.) which will or could comprise the park system. In addition, the establishment of a reasonable acquisition and development program requires a listing of priorities and a guide to desirable service levels. To maximize effectiveness, however, the actual development of such a system requires relating the

provision of facilities and services to the particular needs and recreational desires of the residents to be served. In recognition of Statewide Planning Goals and to provide a framework for development of park and recreation facilities, the following policy and implementation measures have been established:”

“Parks and recreational facilities in and around Wilsonville are provided for by the City, County, State and local school districts. The City's close proximity to Portland provides local residents with numerous recreational and entertainment opportunities provided throughout the metropolitan area, all within a 30 to 40 minute drive. Even the ocean beaches, Mt. Hood and other Cascade Mountains and several campgrounds, rivers and lakes are close at hand, within a couple of hours drive, thus providing an abundance of recreational activities. Within the City, recreational planning is coordinated with the West Linn-Wilsonville School District. The District provides traditional physical education programs as part of their regular school curriculum plus competitive sports programs in the upper grade levels. Other youth sports programming is provided by the City and a variety of non-profit organizations. The School District's community education program also provides recreational programs for both youth and adult activities and coordinates the use of District facilities. As the City continues to grow, additional facilities and services will need to be developed. The following Park and Recreation policies are further supported by policies in the Land Use and Development Section of the Comprehensive Plan regarding the natural environment, natural resources, and general open space. The 1971 General Plan and the 1988 Comprehensive Plan sought to:

1. Preserve the natural integrity of the Willamette River. Provide for frequent contact with the river. Encourage development of an adequate park and recreation system which would contribute to the physical, mental and moral health of the community.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed city park is not within the Willamette River Greenway Boundary. The City has an extensive park system with a variety of parks dispersed throughout with convenient access. They provide for a wide range of recreational attractions which contributes to the physical, mental and moral health of the community.
2. Encourage the school/park concept as a basic feature of the park element of the Plan.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed 10 acre city park is immediately adjacent to the proposed site for two schools.
3. Develop parks and open spaces where the land and surrounding development make it least suited for intensive development.
Finding: This criterion is satisfied.
Explanation of Finding: The subject property for the proposed 10 acre city park is currently agricultural land within Clackamas County and it would be annexed with this application.
4. Develop an extensive system of trails along stream courses and power line easements.
Finding: This criterion is satisfied.

Explanation of Finding: The subject property for the proposed schools and the city park is adjacent to the Meridian Creek corridor at its westerly boundary. The Parks and Recreation Master Plan shows a trail along Meridian Creek connecting existing and future schools. Pathway access to the subject property is dependent upon the steepness of the creek banks and other factors. The subject property does not have power line easements.

5. Encourage early acquisition of recreation sites to protect them from development and to reduce the public cost of acquiring the land.”

Finding: This criterion is satisfied.

Explanation of Finding: The City and the school district have demonstrated excellent vision to plan for new schools and for a city park at a location that would reduce the public cost to acquire.

Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands.

- B18. Review Criterion: Implementation Measure 3.1.11.a.** Identify and encourage conservation of natural, scenic, and historic areas within the City.

Finding: This criterion is satisfied.

Explanation of Finding: The City Natural Resources Department and the school district’s natural resources consultant, Taya MacLean, MS., has coordinated their efforts to map Metro Title 3/13 and Goal 5 natural resources on the subject property. SROZ is included along the west side of the subject property is part of the proposed zone map amendment to PF. The subject property is not identified by the US Government, State of Oregon or Clackamas County as a historic site.

- B19. Review Criterion: Implementation Measure 3.1.11.b.** Provide an adequate diversity and quantity of passive and active recreational opportunities that are conveniently located for the people of Wilsonville.

Finding: This criterion is satisfied.

Explanation of Finding: See Finding B17.

- B20. Review Criterion: Implementation Measure 3.1.11.d.** Continue the acquisition, improvement, and maintenance of open space.

Finding: This criterion is satisfied.

Explanation of Finding: in addition to the recreational amenities at the school, which include a track, football and soccer, this application includes the site for a city community park at 10 acres in size for development of a future public park.

- B21. Review Criterion: Implementation Measure 3.1.11.g.** Where appropriate, require developments to contribute to open space.

Finding: This criterion is satisfied.

Explanation of Finding: The proposed zone change will create SROZ along the west side of the subject property of approximately 1.95 acres. The Stage I Master Plan for the proposed school site shows tack/soccer field and a future soccer field. The future city park

at the northeast corner of the property is anticipated be programmed with active recreation, specifically sports fields.

- B22. Review Criterion: Implementation Measure 3.1.11.h.** Protect residents from bearing the cost for an elaborate park system, excessive landscape maintenance, and excessive public facility costs.

Finding: This criterion is satisfied.

Explanation of Finding: Sport fields associated with the school site will be maintained by the school district. Sports fields are anticipated at the city park. Wilsonville has a variety of sports available for area residents. Many of the sports are handled by organizations not directly affiliated with the City of Wilsonville. Wilsonville Parks and Recreation is responsible for the management and maintenance of the sports fields. Fields are available for rental from spring to fall. The ability to share recreational amenities between the two sites is a benefit to the community helping to save costs.

- B23. Review Criterion: Implementation Measure 3.1.11.i.** Develop limited access natural areas connected where possible by natural corridors for wildlife habitat and watershed and soil/terrain protection. Give priority to preservation of contiguous parts of that network which will serve as natural corridors throughout the City for the protection of watersheds and wildlife.

Finding: This criterion is satisfied.

Explanation of Finding: The proposed SROZ may have soft trail pathway access from the subject property to the Meridian Creek corridor.

- B24. Review Criterion: Implementation Measure 3.1.11.j.** Identify areas of natural and scenic importance and where appropriate, extend public access to, and knowledge of such areas, to encourage public involvement in their preservation.

Finding: This criterion is satisfied.

Explanation of Finding: See Finding B18.

- B25. Review Criterion: Implementation Measure 3.1.11.l.** Encourage the interconnection and integration of open spaces within the City and carefully manage development of the Willamette River Greenway.

Finding: This criterion is satisfied.

Explanation of Finding: The subject school property and the future city park will be interconnected in terms of program use and parking provisions. The subject property is not within the Willamette River Greenway Boundary.

- B26. Review Criterion: Implementation Measure 3.1.11.n.** Park classifications and standards shall be developed to guide a program for acquisition and development of a park and open space system to insure an adequate supply of usable open space and recreational facilities, directly related to the specific needs of the local residents.

Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city park is classified in the Parks and Recreation Master Plan a 'Community Park'.

B27. Review Criteria: Implementation Measure 3.1.11.o. Individual park and recreational sites, as defined by the parks and open space standards and classification system will be developed according to the following priorities:

1. Where possible, facilities within a park should be adjusted to meet the needs and desires of the local residents and the characteristics of the site. Park and/or recreational facilities in demand and least supply should receive the highest priorities.

Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city is not currently master planned for site development. It is anticipated that it will have sports fields. Final development review requires public involvement and a public hearing process to determine desires of the local residents and the characteristics of the site.

2. Parks should be planned to insure maximum benefit to the greatest number of local residents. For this reason, acquisition and development of community level parks should be given the highest park priority.

Finding: This criterion is satisfied.

Explanation of Finding: The Parks and Recreation Master Plan described a 'Community Park' as being the Advance Road School Community Park (P18) as well as a City Community Park (P15)

“P18 - Advance Road School Community Park:

The vision for the proposed Advance Road community school park (P18) is to develop an innovative combination school and community park as a partnership between the City of Wilsonville and the West Linn/Wilsonville School District. The schools planned at Advance Road are a middle school and a primary school. The school park at this site will need to reflect the character of both school populations and potentially offer the opportunity for a larger multiuse recreational facility. The vision for the site at the new schools is for a park that combines major active recreation elements, a naturalized area which serves as a community resource and an outdoor classroom, as well as community picnic facilities and exercise trails. As the design opportunity approaches, evaluate the needs for the age level and number of sports fields and work with the school district for their facility design. Interim development of sports fields ahead of the school development and located in a way that can be incorporated in the future school design will reduce interruption and create a better blend of facilities. The following process is recommended in the design and development of a signature school community park:

1. Involve appropriate stakeholders to develop a detailed site concept and building program for a shared use facility. Because the site is large and planned for two school levels, the park will be well-suited for more mixed use recreation. The following elements should be incorporated:

- a. Dedicated athletic fields, possibly including lighting;
- b. Paved courts, including some that are covered for year round use;
- c. A natural area, or naturalized area that provides an opportunity for environmental education;
- d. At least one picnic shelter (for 30+ people) that serves as a community gathering place and can be used as an outdoor classroom;

- e. Multi-use fields to support organized sports played by younger age groups (T-ball, U8 soccer, etc.);
 - f. At least one gymnasium designed to support community use, including an entrance directly to the grounds and restrooms accessible from the gymnasium. A staffing desk and office should be provided to facilitate after school and evening hours programming;
 - g. A creative play environment that may incorporate a second shelter;
 - h. A connection to Local Access Trail 10 (as designated in the Bicycle and Pedestrian Master Plan); **Staff comment:** Local Access Trail 10 is northwest and off site of the subject property has no reasonable connection.
 - i. Restrooms available for public use;
 - j. Bouldering or other active play features suitable for older age groups; and
 - k. Skate feature.
2. Establish an updated joint use agreement with the School District that spells out daytime public use areas, public use hours of school facilities, and responsibilities for financing, operations, maintenance, and staffing.
 3. Contribute to the design, construction, and other costs to finance the project.”
3. Development of additional neighborhood Parks will have a lower priority for public funding. To assure localized benefit, development and maintenance on neighborhood parks shall continue to be accomplished through homeowner associations.
Finding: This criterion is satisfied.
Explanation of Finding: The future 10 acre city park is not designed. It would require separate Stage II and Site Design Review applications for consideration of all of its park amenities. The future 10 acre city park is classified as a ‘Community Park’ not a ‘Neighborhood Park’.
 4. **Small neighborhood parks** have the lowest development priority and should be supplied at public expense only if an area is determined to be isolated from access to other parks, or where space is extremely limited, and the park is supported by the adjacent neighborhood. Maintenance of such parks should be assigned to a homeowners' association or other neighborhood organization. Small neighborhood parks tend to benefit a very localized population. It is, therefore, the intent of these standards to assign, where possible, the financial burden of maintenance and even development to those that benefit the most. In addition, a significant factor affecting maintenance costs is one of transporting equipment from park to park. Therefore, by concentrating public maintenance efforts to a few community parks, efficient use of maintenance dollars can be maximized.
Finding: This criterion is satisfied.
Explanation of Finding: The future 10 acre city park will be classified as a ‘Community Park’ not a ‘small neighborhood park’.
 5. Provision of regional park facilities will only be considered as an inter-jurisdictional project; and should have a low priority unless unusual circumstances arise.
Finding: This criterion is satisfied.

Explanation of Finding: The future 10 acre city park will be classified as a ‘Community Park’ not a ‘Regional Park’.

6. The City will encourage dedication or acquisition of land for parks and other public purposes in excess of lands needed to satisfy immediate needs.

Finding: These criteria are satisfied.

Explanation of Finding: The school district will make a separate application to partition the subject 40 acres into 2 parcels that will create the proposed 10 acre city park. However, it has not been designed and funded to satisfy immediate park needs.

B28. Review Criterion: Implementation Measure 3.1.11.r. The City shall continue to work on cooperative arrangements with the school districts to encourage provision of adequate year-round recreational programs and facilities, and to eliminate unnecessary overlap of facilities. Joint ventures in providing facilities and programs should be carefully considered in order to maximize the use of public funds in meeting local needs. Safe and convenient access to park and recreation facilities is an important factor in a successful park system. The pedestrian/bicycle/equestrian paths are essentially an element of the City's transportation system and policies regarding their development are included in the Transportation Systems Plan. Pathways do, however, also serve a recreational function and are, therefore, referenced in this element. This is particularly true with respect to coordination/alignment of proposed pathways with park and recreational facilities, including schools.

Finding: This criterion is satisfied.

Explanation of Finding: The Parks and Recreation Department is anticipating updating the Parks and Recreation Master Plan to: “encourage provision of adequate year-round recreational programs and facilities, and to eliminate unnecessary overlap of facilities. Joint ventures in providing facilities and programs should be carefully considered in order to maximize the use of public funds in meeting local needs.”

B29. Review Criterion: Implementation Measure 3.1.11.s. Facilities constructed to implement the Bicycle and Pedestrian Master Plan shall be designed to insure safe and convenient pedestrian, bike and, where appropriate, equestrian access from residential areas to park, recreational and school facilities throughout the City.

Finding: This criterion is satisfied.

Explanation of Finding:

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 states:

Pedestrian and Bicycle Access

- The site plan should provide appropriate pedestrian and bicycle connections to the recommended frontage improvements on SW Advance Road (see above) as well as a

connection to SW Wilsonville Road, and the existing transit stops along it, through the subdivision west of the site.

- The future planned Frog Pond area located on the northwest corner of the SW Wilsonville Road-Stafford Road/SW Boeckman Road-Advance Road will include several new multi-use trails through Frog Pond (including the Boeckman Creek Trail that runs further north). Appropriate pedestrian and bicycle connections should be made to these trails.
- The School District should coordinate with City staff regarding accommodation of New Schools Trail LT-P5 as shown in the City’s TSP. This trail was identified to connect existing schools with the proposed Middle School.
- The City of Wilsonville and School District should coordinate with the Landover Neighborhood to consider a bicycle/pedestrian connection between SW Advance Road and the north end of SW Wagner Street (currently gated) that would provide a convenient connection to the proposed Middle School to/from the Landover neighborhood.

Furthermore, Figure 3-5 Bicycle Routes of the TSP shows “Future Shared-Use Path” within the Meridian Creek corridor. The City Development Engineering Manager has considered the recommendations in the DKS Traffic Study and is proposing PF conditions for bicycle/pedestrian facilities for the proposed Stage I Preliminary Plan.

In Exhibit B4 the applicant shows a conceptual off-site pedestrian trail(s) with the Stage I Preliminary Plan review. The proposed pathway connection is at the southwest corner of the subject school property which would connect southwest along Meridian Creek to the existing primary and high schools. As the design opportunity approaches in the next application submittal for the Stage II Final Plan of the middle school, the applicant and the city should further evaluate the needs for on and off-site pathways(s) adjacent to the subject school and city park properties.

OAR 660-012-0060 Transportation Planning Rule for Plan and Land Use Regulation Amendment

- B30. Review Criteria:** Amendments to functional plans, acknowledged comprehensive plans, and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the identified function, capacity, and performance standards (e.g. level of service, volume to capacity ratio, etc.) of the facility. This shall be accomplished by either:
- (a) Limiting allowed land uses to be consistent with the planned function, capacity, and performance standards of the transportation facility;
 - (b) Amending the TSP to provide transportation facilities adequate to support the proposed land uses consistent with the requirements of this division;
 - (c) Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes; or
 - (d) Amending the TSP to modify the planned function, capacity and performance standards, as needed, to accept greater motor vehicle congestion to promote mixed use, pedestrian friendly development where multimodal travel choices are provided.

(2). A plan or land use regulation amendment significantly affects a transportation facility if it:

- (a) Changes the functional classification of an existing or planned transportation facility;
- (b) Changes standards implementing a functional classification system;
- (c) Allows types or levels of land uses which would result in levels of travel or access which are inconsistent with the functional classification of a transportation facility; or
- (d) Would reduce the performance standards of the facility below the minimum acceptable level identified in the TSP.

Finding: These criteria are satisfied.

Explanation of Finding: The applicant's proposal would not significantly affect transportation facilities identified in the City's Transportation Systems Plan (TSP) (See the discussion at OAR-660-012-0060(2) below). The proposed conditions of approval would mitigate any impacts. The Comprehensive Plan Amendment and Zone Map Amendment do not propose any new amendments to the TSP.

Explanation of Finding: The applicant did not propose amendments to the TSP which would significantly affect transportation facilities identified in the City's Transportation Systems Plan (TSP) (See the discussion at OAR-660-012-0060(2) below). The Comprehensive Plan Amendment and Zone Map Amendment do not propose any new amendments to the TSP.

DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations on page 27 of their report states:

The City's TSP was approved by the City Council on June 17, 2013.

The on-site circulation system proposed in the Conceptual Master Plan in Exhibit B1 is designed to reflect the principles of smart growth encouraging alternatives to the automobile while accommodating all travel modes, including school buses, passenger cars, bicycles and pedestrians. Accordingly, there is separated bus, passenger car, bicycle and pedestrian circulation that will connect users of the various modes to the major activities inside and outside the school property. It shows the planned improvements of the impacted street system with ten (10) foot wide multi-modal sidewalks and bicycle lanes. Safe Routes to School planning is a key concept that will be implemented through the construction phase.

The proposed Comprehensive Plan Map and Zone Map Amendments do not propose to change the functional classification of an existing City street facility or one planned in the TSP. Advance Road and SW 60th Avenue are currently under Clackamas County jurisdiction and agreement will be made to allow the City to improve those streets to City TSP designs and Public Works Standards.

The proposed Comprehensive Plan Map and Zone Map Amendments legislative do not propose to change standards implementing a functional classification system (see also the discussion at OAR 660-012-0060(2)(a), above).

The City has adopted traffic concurrency standards which will be applied to development in the subject school property UGB area during subsequent development review to ensure levels of travel and access are not inconsistent with the functional classification of a transportation facility and maintain performance standards adopted in the TSP.

SUMMARY FINDING FOR REQUEST (B):

The proposed Comprehensive Plan Map Amendment meets all applicable requirements, and its approval may be recommend to the City Council.

REQUEST C: ZONE MAP AMENDMENT

The applicant's response findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures found in Exhibit B1, are hereby incorporated in this staff report as findings for the recommended action.

Planning and Land Development Ordinance

Section 4.029 Zoning to be Consistent with Comprehensive Plan

C1. Review Criterion: "If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development."

Finding: This criterion is satisfied.

Explanation of Finding: The applicant is applying for a zone change prior to application for planned development applications which will make the zoning consistent with the Comprehensive Plan when future park and school development is proposed.

Subsection 4.110 (.01) Base Zones

C2. Review Criterion: This subsection identifies the base zones established for the City, including the Village Zone.

Finding: This criterion is satisfied.

Explanation of Finding: The requested zoning designation of Public Facility (PF) is among the base zones identified in this subsection.

Subsection 1.136 Public Facility (PF) Zone Purpose

C3. Review Criteria: The PF Zone

Finding: These criteria are satisfied.

Explanation of Finding: The subject 40 acre property will be developed as principal 'Public Schools' and 'Parks' Public Facility zone uses under Section 4.136(.02)J and K of the Wilsonville Code.

Subsection 4.197 (.02) A. Zone Change Procedures

C4. **Review Criteria:** "That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;"

Finding: These criteria are satisfied.

Explanation of Finding: The request for a zone map amendment has been submitted as set forth in the applicable code sections.

Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.

C5. **Review Criteria:** "That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;"

Finding: These criteria are satisfied.

Explanation of Finding: The proposed zone map amendment is consistent with the proposed Comprehensive Map designation of Public Lands and as shown in Findings B1 through B28 comply with applicable Comprehensive Plan text.

Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency

C6. **Review Criterion:** "That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized."

Finding: With the proposed PF conditions in this staff report, this criterion can be met.

Explanation of Finding: The City Engineering Division has performed a preliminary analysis of existing primary public facilities, (i.e., roads and sidewalks, water, sewer and storm sewer) to determine availability and adequacy to serve the subject property. Furthermore, a Transportation Impact Study was prepared by DKS Associates. See Exhibit D of Exhibit B1. The traffic study was based upon the following information:

"The proposed 750 student Middle School has a target opening date of September 2017. The currently vacant site also includes a proposed 500 student primary school at an undetermined date in the future and a 10-acre public park. The site plan, reviewed later in this chapter and provided in the appendix, shows a proposed full-access driveway to the school on SW Advance road between SW Wilsonville Road- Stafford Road and SW 60th Avenue (approximately 750 feet west of SW 60th Avenue from centerline to centerline). This proposed access will also serve the 10-acre public park. The access will be included in with the existing study intersections for the project impact analysis."

Regarding annexation of Advance Road and SW 60th Avenue right-of-way for needed street improvement to serve the subject school property and future city park the City Engineering Division is requiring in condition PFA 1: “Applicant shall enter into a Development Agreement with the City that clarifies the responsibilities and estimated costs of preparing legal descriptions and the required paperwork for annexing Advance Road from the current City limits through 60th Avenue.”

Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas

- C7. Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

Finding: These criteria are satisfied.

Explanation of Finding: The applicant is requesting to create SROZ along the west side of the subject property. See Plan: Preliminary survey SROZ boundary. Since the subject property is currently outside the City Limits, SROZ has not been established for Meridian Creek that is adjacent and on the west side of the subject property. The proposed SROZ area in question is approximately 1.95 acres. The SROZ area is a Metro Title 3/13 and Statewide Goal 5 natural resource. Except for a stormwater treatment facility the applicant does not intend to modify or impact the newly created SROZ and it will also serve to buffer Landover subdivision adjacent west. The applicant has also conducted a natural resources analysis by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

Subsection 4.197 (.02) F. Zone Change: Development within 2 Years

- C8. Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

Finding: This criterion is satisfied.

Explanation of Finding: Development on the subject property will begin in 2016 with the proposed middle school.

Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval

- C9. Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

Finding: These criteria are satisfied.

Explanation of Finding: Nothing about the zone change would prevent development on the subject property from complying with applicable development standards.

Public Facility (PF) Zone

Subsection 4.1 Purpose of Public Facility Zone

C10. Review Criterion: The purpose of the proposed PF Zone is to provide opportunities for a variety of public and semi-public development.

Finding: This criterion is satisfied.

Details of Finding: The proposed public schools and a city park are listed in the PF zone as principal uses consistent with the purpose of the PF Zone. No commercial uses are proposed.

SROZ INCLUSION

C11. Review Criteria: Section 4.139, Significant Resource Overlay Zone (SROZ), Statewide Planning Goal 5, UGMFP, Title 3 – Water Quality Resource Boundary and Title 13 (Sections 3.07.1310 – 3.07.1370) – Nature in Neighborhoods: conserves, protects and restores a continuous ecologically viable streamside corridor system integrated with upland wildlife habitat and the urban landscape.

Finding: This criterion is satisfied.

Details of Finding: The applicant is requesting to establish the Significant Resource Overlay Zone (SROZ) along the west side of the subject property. Since the subject property is currently outside the City Limits, the SROZ has not been established for Meridian Creek and its adjacent riparian corridor that is on the west side of the subject property. The proposed SROZ area in question is approximately 1.95 acres. The SROZ area is subject to the requirements of Metro Title 3 and Title 13, and Statewide Goal 5. The applicant does not intend to modify or impact the newly created SROZ except for a stormwater treatment area, which will be reviewed as part of the Stage II and Site Design Review, and it will also serve to buffer Landover subdivision adjacent west. Two existing wetlands (i.e., A & B) do not meet the criteria for locally significant wetlands, and are not included with the proposed SROZ. The applicant has also conducted a natural resources analysis by Taya MacLean, M.S., found in Exhibit C of Exhibit B1.

SUMMARY FINDING FOR REQUEST (C):

The proposed Zone Map Amendment and SROZ meets all applicable requirements, and its approval may be recommend to the City Council.

REQUEST D: STAGE I PRELIMINARY PLAN

Planned Development Regulations

Subsection 4.140 (.01) Purpose of Planned Development Regulations

D1. Review Criterion: The proposed Stage I Master Plan shall be consistent with the Planned Development Regulations purpose statement.

Finding: This criterion is satisfied.

Details of Finding: The subject property will be developed as ‘Public Schools’ and ‘Parks’ both of which are listed in the Public Facility zone as permitted uses under Section 4.136(.02)J and K of the Wilsonville Code. Those uses are subject to Section 4.136(.08)A, Sections 4.400 through 4.450 (Site Design Review)WC.

Subsection 4.140 (.02) Lot Qualifications for Planned Developments

D2. Review Criterion: “Planned Development may be established on lots which are suitable for and of a size to be planned and developed in a manner consistent with the purposes and objectives of Section 4.140.”

Finding: This criterion is satisfied.

Details of Finding: Section 4.136(.08)B of the PF Zone requires approval of a Master Plan (Stage I Preliminary Plan) subject to Section 4.140 (Planned Development Regulations). Thus, the proposed ‘Public School’ and ‘Park’ uses are of sufficient size to be developed in a manner consistent the purposes and objectives of Section 4.140 where applicable.

D3. Review Criteria: “Any site designated for development in the Comprehensive Plan may be developed as a Planned Development, provided that it is zoned “PD.” All sites which are greater than two (2) acres in size, and designated in the Comprehensive Plan for commercial, residential, or industrial use shall be developed as Planned Developments, unless approved for other uses permitted by the Development Code.”

Finding: These criteria are satisfied.

Details of Finding: As stated in Finding C10 the subject 40 acre property will be developed as ‘Public Schools’ and ‘Park’ which are Public Facility zone uses under Section 4.136(.02)J and K of the Wilsonville Code. Those uses are subject to Section 4.136(.08)A, Sections 4.400 through 4.450 (Site Design Review)WC.

Subsection 4.140 (.03) Ownership Requirements for Submitting Planned Development Application

D4. Review Criterion: “The tract or tracts of land included in a proposed Planned Development must be in one (1) ownership or control or the subject of a joint application by the owners of all the property included.”

Finding: This criterion is satisfied.

Details of Finding: The land subject to development is in one ownership. A separate application for a land partition will be submitted at a later date to divide the property into two parcels; one parcel for a future city park (10 acres), and the second parcel (30 acres) for public schools owned by the West Linn – Wilsonville School District.

Subsection 4.140 (.04) Professional Design Team Required for Planned Developments

D5. Review Criteria: “The applicant for all proposed Planned Developments shall certify that the professional services of the appropriate professionals have been utilized in the planning process for development. One of the professional consultants chosen by the applicant shall be designated to be responsible for conferring with the planning staff with respect to the concept and details of the plan.”

Finding: These criteria are satisfied.

Details of Finding: As can be found in the applicant’s submitted materials, appropriate professionals have been involved in the planning and permitting process. Mr. Keith Liden AICP, has been designated the coordinator for the planning portion of the project.

Subsection 4.140 (.05) Planned Development Permit Process

D6. Review Criteria: “All parcels of land exceeding two (2) acres in size that are to be used for residential, commercial or industrial development, shall, prior to the issuance of any building permit:

1. Be zoned for planned development;
2. Obtain a planned development permit; and
3. Obtain Development Review Board, or, on appeal, City Council approval.”

Finding: These criteria are satisfied.

Details of Finding: The subject 40 acre property will be developed as ‘Public Schools’ and ‘Park’ which are Public Facility zone uses under Section 4.136(.02)J and K of the Wilsonville Code. Those uses are subject to Section 4.136(.08)A, Sections 4.400 through 4.450 (Site Design Review)WC.

Subsection 4.140 (.06) Stage I Master Plan Consistent with Comprehensive Plan

D7. Review Criteria: “The planning staff shall prepare a report of its findings and conclusions as to whether the use contemplated is consistent with the land use designated on the Comprehensive Plan.” “The applicant may proceed to apply for Stage I - Preliminary Approval - upon determination by either staff or the Development Review Board that the use contemplated is consistent with the Comprehensive Plan.”

Finding: These criteria are satisfied.

Details of Finding: The proposed project, as found elsewhere in this report, with rezoning into the Public Facility Zone, which with the proposed Comprehensive Plan Map Amendment in Request B would implement the Comprehensive Plan designation of Public Lands for this property. All other applicable Development Code criteria that implement the Comprehensive Plan would be met with the review of Section 4.140 where applicable and Site Design Review in Sections 4.400 through 4.450 being met with conditions of approval.

Subsection 4.140 (.07) Stage I Master Plan Application Requirements and Hearing Process

D8. Review Criteria: This subsection establishes that the Development Review Board shall consider a Stage I Master Plan after completion or submission of a variety of application requirements.

Finding: These criteria are satisfied.

Details of Finding: Review of the proposed Stage I Master Plan has been scheduled for a public hearing before the Development Review Board in accordance with this subsection and the applicant has met all the applicable submission requirements as follows:

- The property affected by the revised Stage I Master Plan is under the sole ownership of West Linn – Wilsonville School District 3J. The application has been signed by the school district.
- The application for a Stage I Master Plan has been submitted on a form prescribed by the City.
- The professional design team and coordinator have been identified on pages 2 and 3 of Exhibit B1.
- The applicant has stated the public schools and park uses involved in the Master Plan and their locations.
- In terms of a boundary survey, see Plan Sheet: Record of Survey – 4 sheets and including metes & bounds legal description.
- Sufficient topographic information has been submitted.
- A tabulation of the land area to be devoted to various uses has been provided; 30 acre site for a middle school, primary school and associated site development, and 10 acres for future city park.
- The subject property is undeveloped. Public schools and a city park will be constructed in 3 phases.
- Any necessary performance bonds will be required.
- Since the subject property will be re-zoned to Public Facility any deviation from the development standards would require a variance and not a waiver.

Section 4.023 Expiration of Development Approvals

D9. Review Criterion: “Except for Specific Area Plans (SAP), land use and development permits and approvals, including both Stage I and Stage II Planned Development approvals, shall be valid for a maximum of two years, unless extended as provided in this Section.”

Finding: This criterion is satisfied.

Details of Finding: It is anticipated that the construction of the proposed middle school would begin in 2016.

D10. Review Criterion: Wilsonville Transportation System Plan – Chapter 3, Pedestrian and Bicycle Facilities

Finding: This criterion is satisfied.

Details of Finding:

Pedestrian Trails: Sidewalks and bike lanes do not currently exist adjacent to the subject property on Advance Road and SW 60th Avenue. DKS Associates has prepared a Traffic Study for this application in Exhibit D of Exhibit B1. The report studied pedestrian/bicycle facilities essential to the subject property. DKS Traffic report Chapter 5: Recommendations and Mitigations measures can be found on page 27.

SUMMARY FINDING FOR REQUEST (D):

The proposed Stage I Preliminary Plan meets all applicable zoning requirements for DRB approval.

Sign off accepting Conditions of Approval

Project Name: Advance Road School

Case Files	Request A:	DB15-0046	Annexation
	Request B:	DB15-0047	Comprehensive Plan Map Amendment
	Request C:	DB15-0048	Zone Map Amendment
	Request D:	DB15-0049	Stage I Preliminary Plan

The Conditions of Approval rendered in the above case files have been received and accepted by:

Signature

Title Date

Signature

Title Date

This decision is not effective unless this form is signed and returned to the planning office as required by WC Section 4.140(.09)(L).

Adherence to Approved Plan and Modification Thereof: The applicant shall agree in writing to be bound, for her/himself and her/his successors in interest, by the conditions prescribed for approval of a development.

Please sign and return to:
Shelley White
Planning Administrative Assistant
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville OR 97070



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: August 17, 2015</p>	<p>Subject: Ordinance No. 771 Zone Map Amendment from PF (Public Facility) to V (Village), Villebois – Preliminary Development Plan 6 Central for 31 row houses.</p> <p>Staff Members: Blaise Edmonds, Manager of Current Planning; Michael R. Wheeler, Associate Planner Department: Community Development, Planning Division</p>	
<p>Action Required</p>	<p>Development Review Board Recommendation</p>	
<p><input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: August 3, 2015 <input checked="" type="checkbox"/> Ordinance 1st Reading Date: August 3, 2015 <input checked="" type="checkbox"/> Ordinance 2nd Reading Date: August 17, 2015 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable</p> <p>Comment: Following their review at the July 13, 2015, meeting, the Development Review Board, Panel A, recommends approval of the Zone Map Amendment.</p>	
<p>Staff Recommendation: Staff recommends that the City Council adopt Ordinance No. 771.</p>		
<p>Recommended Language for Motion: I move to approve Ordinance No. 771 on second reading.</p>		
<p>PROJECT / ISSUE RELATES TO: Comprehensive Plan, Zone Code and Villebois Village Master Plan.</p>		
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Villebois Village Master Plan</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL: Approve, modify, or deny Ordinance No. 771 for a Zone Map Amendment from the Public Facility (PF) zone to Village (V) zone on approximately 1.89 acres, including adjacent street rights-of way.

EXECUTIVE SUMMARY: The Zone Map Amendment will enable development of 31 attached row house units within seven (7) buildings. Preliminary Development Plan 6 Central

has high architectural standards. The proposed V zone is consistent with the Comprehensive Plan designation of Residential-Village.

Development Review Board Panel A recommended that Council approve the Zone Map Amendment.

EXPECTED RESULTS: Adoption of Ordinance No. 771.

TIMELINE: The Zone Map Amendment will be in effect 30 days after the ordinance is adopted.

CURRENT YEAR BUDGET IMPACTS: None.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: Date:

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 7/23/2015

Ordinance approved as to form.

COMMUNITY INVOLVEMENT PROCESS:

The required public hearing notices have been sent. The application and proposed ordinance have gone through a duly noticed and conducted public hearing before the DRB.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

Ordinance No. 771 will support the continued build-out of Villebois Center, consistent with the Villebois Village Master Plan.

ALTERNATIVES: Not approve the Zone Map Amendment, preventing development of the project as planned. Testimony could lead to condition modifications, but staff is unaware of any such proposed testimony.

CITY MANAGER COMMENT:

EXHIBITS and ATTACHMENTS:

Exhibit A – Zoning Order DB15-0013

Attachment 1: Legal Description of Zone Map Amendment

Attachment 2: Map depicting Zone Map Amendment

Exhibit B – Planning Staff Report, Zone Map Amendment Findings, and Recommendation to City Council

Exhibit C – DRB Panel A, Notice of Decision; and Resolution No. 306

Exhibit D – Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 13, 2015, and the application on compact disk

Exhibit E – July 13, 2015 DRB Minutes

ORDINANCE NO. 771

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM PUBLIC FACILITY (PF) ZONE TO VILLAGE (V) ZONE ON APPROXIMATELY 1.89 ACRES COMPRISED OF TAX LOT 3500 OF SECTION 15AC, T3S, R1W, CLACKAMAS COUNTY, OREGON, AND ADJACENT RIGHTS-OF-WAY. POLYGON WLH, LLC, APPLICANT, FOR RCS - VILLEBOIS DEVELOPMENT, LLC, PROPERTY OWNER.

RECITALS

WHEREAS, POLYGON WLH, LLC (“Applicant”), for RCS - Villebois Development, LLC, Owner of real property legally described and shown on Attachment 2, Legal Description, attached hereto and incorporated by reference herein (“Property”) has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the request and prepared a staff report, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, which staff report was presented to the Development Review Board on July 13, 2015, among the following applications:

- DB15-0011 Villebois SAP Central Refinements
- DB15-0012 Preliminary Development Plan (PDP-6C Row Houses)
- DB15-0013 Zone Map Amendment
- DB15-0014 Tentative Subdivision Plat
- DB15-0015 Type ‘C’ Tree Plan
- DB15-0016 PDP 6C Final Development Plan; and,

WHEREAS, the Development Review Board Panel A held a public hearing on the application for a Zone Map Amendment (DB15-0013) and other related development applications (DB15-0011 – DB15-0012, and DB15-0014 – DB15-0016) on July 13, 2015, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 306, attached hereto as Exhibit C and incorporated by reference herein, which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB15-0013); approves all other related applications; adopts the staff report with findings and recommendation, all as placed on the record at the hearing; and contingent upon City Council approval of the Zone

DATED and signed by the Mayor this ____ day of August, 2015.

Tim Knapp, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Fitzgerald
Councilor Lehan

Exhibits and Attachments:

Exhibit A - Zoning Order DB15-0013

Attachment 1: Legal Description of Zone Map Amendment

Attachment 2: Map depicting Zone Map Amendment

Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council

Exhibit C - DRB Panel A, Notice of Decision and Resolution No. 306.

Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 13, 2015 and the application on compact disk.

Exhibit E – July 13, 2015 DRB Minutes

Exhibit A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
Zone Map Amendment for Villebois Phase 6 Central**

In the Matter of the Application of)	
Ms. Stacy Connery, Pacific Community)	
Design, Inc.,)	
Agent for the Applicant,)	
Polygon WLH, LLC, for)	ZONING ORDER DB15-0013
Rezoning of Land and Amendment)	
of the City of Wilsonville)	
Zoning Map Incorporated in Section 4.102)	
of the Wilsonville Code.)	

The above-entitled matter is before the Council to consider the application of DB15-0013, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on Attachment 2, has heretofore appeared on the City of Wilsonville Zoning Map as Public Facility (PF).

The Council having heard and considered all matters relevant to the application for a Zone Map Amendment, including the Development Review Board record and recommendation finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of 1.89 acres of Tax Lot 3500, Section 15AC, T3S, R1W, including rights-of-way, as more particularly described in Attachment 1, Legal Description, and shown in Attachment 2, the Zone Map Amendment Map, is hereby rezoned to Village (V), subject to conditions detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This 17th day of August, 2015.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, CMC, City Recorder

Exhibits and Attachments:

Exhibit A: Zone Order

Attachment 1, Legal Description of Zone Map Amendment

Attachment 2, Map depicting Zone Map Amendment



EXHIBIT A

March 20, 2015

LEGAL DESCRIPTION

Job No. 395-058

A tract of land being Lot 83, plat of "Villebois Village Center No. 3", Clackamas County Plat Records, and public Right-of-Way, in the Northeast and Northwest Quarters of Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, State of Oregon, more particularly described as follows:

BEGINNING at the most southerly corner of said Lot 83;

thence along the southwesterly line of said Lot 83, North 43°37'09" West, a distance of 53.84 feet to a point of tangential curvature;

thence continuing along said southwesterly line, along a 185.00 foot radius tangential curve to the left, arc length of 61.66 feet, central angle of 19°05'42", chord distance of 61.37 feet, and chord bearing of North 53°10'00" West to a point of tangency;

thence continuing along said southwesterly line, North 62°42'51" West, a distance of 133.98 feet to a point of tangential curvature;

thence continuing along said southwesterly line, along a 185.00 foot radius tangential curve to the right, arc length of 45.41 feet, central angle of 14°03'50", chord distance of 45.30 feet, and chord bearing of North 55°40'56" West to a point of tangency;

thence continuing along said southwesterly line and its extension, North 48°39'01" West, a distance of 46.86 feet;

thence leaving said extension line, along a 590.00 foot radius non-tangential curve, concave southeasterly, with a radius point bearing South 42°44'04" East, arc length of 393.12 feet, central angle of 38°10'36", chord distance of 385.89 feet, and chord bearing of North 66°21'14" East to a point on the centerline of SW Orleans Avenue;

thence along said centerline, South 07°28'09" East, a distance of 53.01 feet to a point of tangential curvature;

thence continuing along said centerline, along a 207.00 foot radius tangential curve to the left, arc length of 128.16 feet, central angle of 35°28'22", chord distance of 126.12 feet, and chord bearing of South 25°12'21" East to a point of tangency;

thence continuing along said centerline, South 43°36'51" East, a distance of 40.30 feet;

thence leaving said centerline, along the southeasterly line of said Lot 83 and its extension, South 47°03'23" West, a distance of 224.00 feet to the POINT OF BEGINNING.

Containing 1.89 acres, more or less.

Basis of bearings per "Villebois Village Center No. 3", Clackamas County Plat Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2015

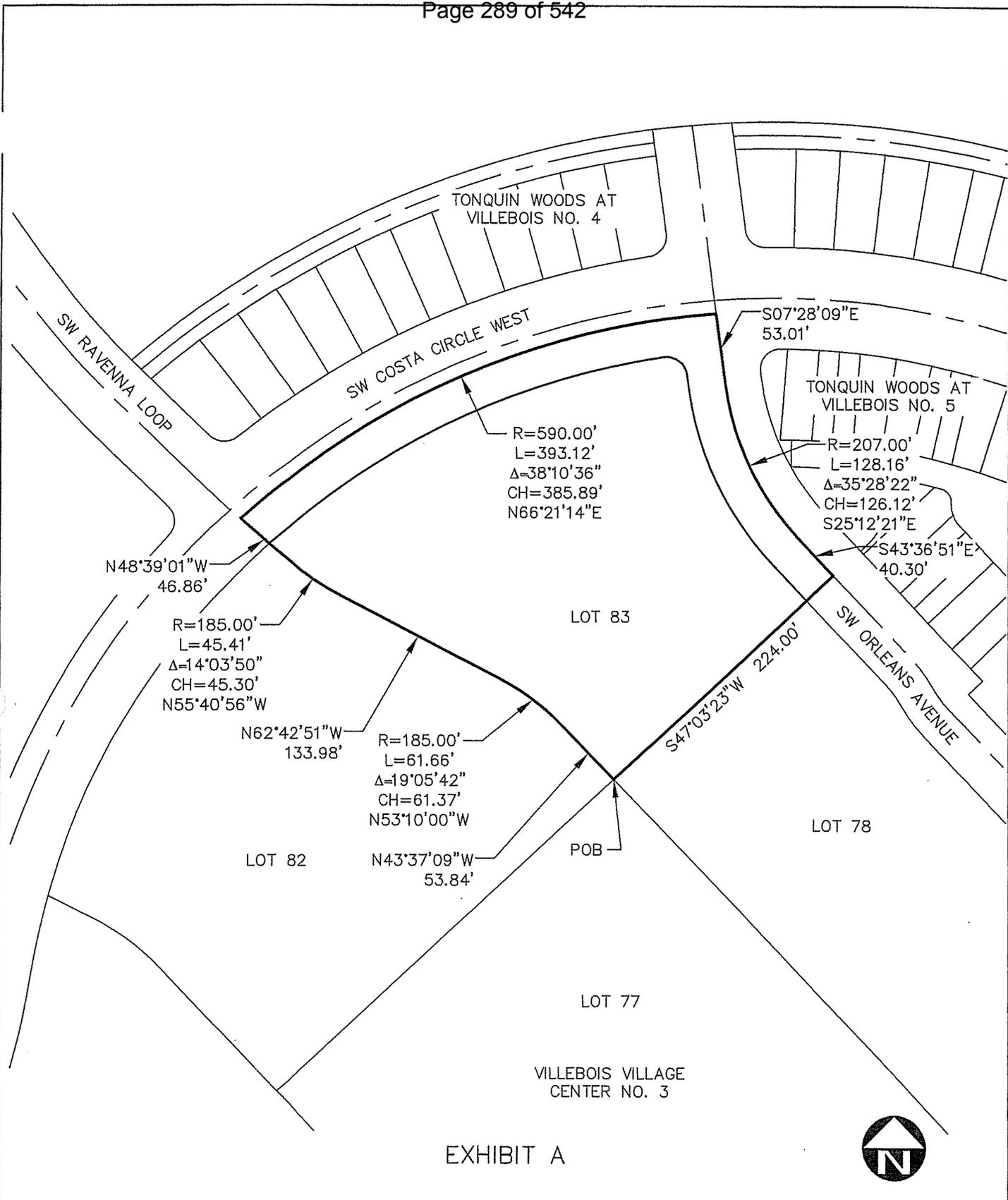


EXHIBIT A

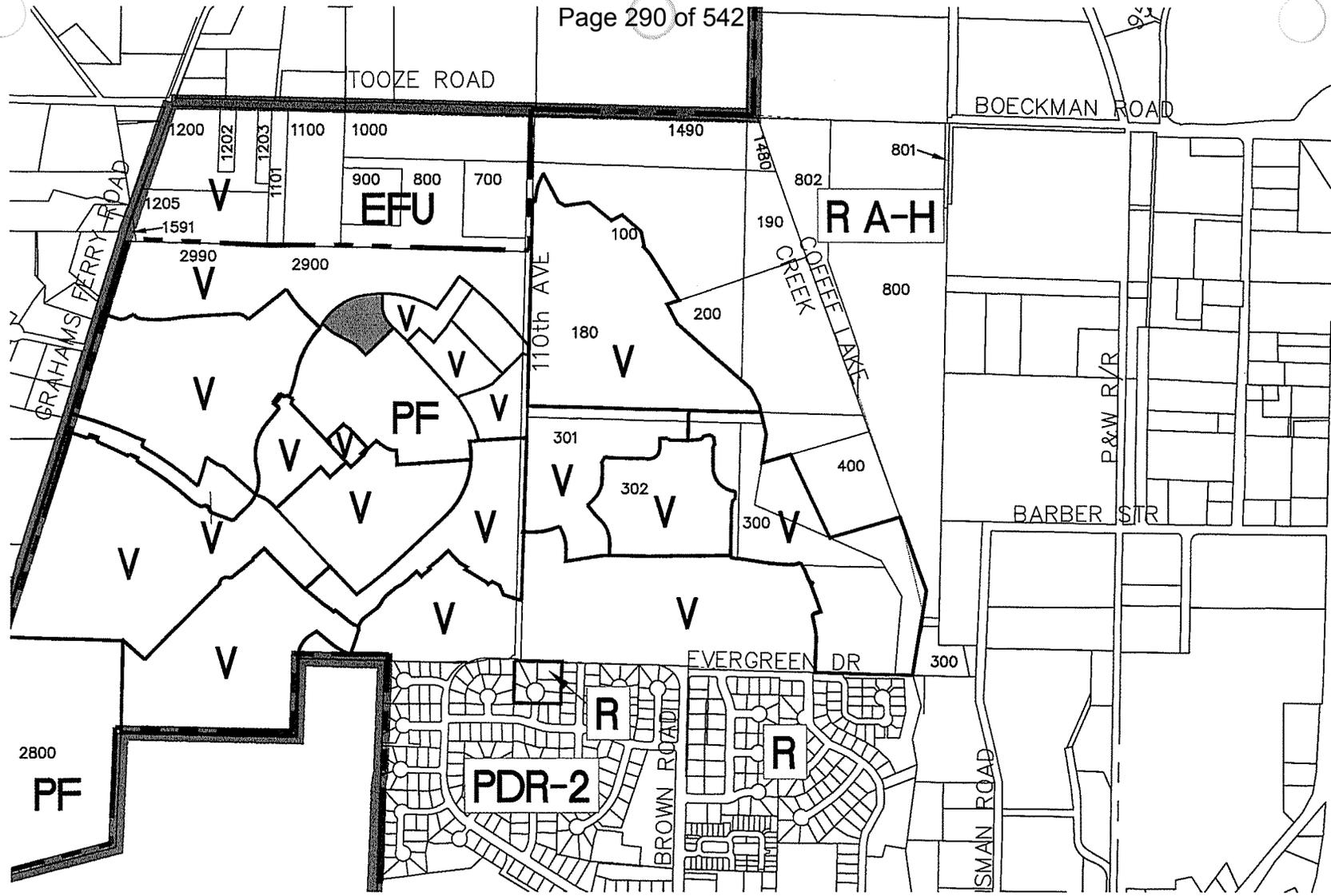


DRAWN BY: BAA DATE: 3/20/15
 REVIEWED BY: TCJ DATE: 3/20/15
 PROJECT NO.: 395-058
 SCALE: 1"=100'



12564 SW Main St
 Tigard, OR 97223
 [T] 503-941-9484
 [F] 503-941-9485

N:\proj\395-058\Drawings\06 Survey\Legal\395058.Zone Change.dwg - SHEET: Legal Mar. 20, 15 - 8:30 AM blake



LEGEND

-  SUBJECT AREA - PROPOSED VILLAGE (V) ZONE (1.52 AC)
-  ZONE LINE
-  EXISTING UGB
-  EXISTING CITY BOUNDARY
- PF** EXISTING ZONING DESIGNATION



1" = 1000'

PROPOSED ZONE MAP AMENDMENT



29799 SW Town Center Loop E
Wilsonville, Oregon 97070
(503) 682-1011
(503) 682-1015 Fax Administration
(503) 682-7025 Fax Community Development

VIA: Certified Mail, Return Receipt Requested

July 14, 2015

Brian Paul
RCS- Villebois Development LLC
371 Centennial Pkwy.
Louisville, CO 80027

Re: Villebois SAP Central PDP 6 Rowhomes

Case Files:	Request A:	DB15-0011	Villebois SAP Central Refinement
	Request B:	DB15-0012	Preliminary Development Plan (PDP-6C Row Homes)
	Request C:	DB15-0013	Zone Map Amendment
	Request D:	DB15-0014	Tentative Subdivision Plat
	Request E:	DB15-0015	Type 'C' Tree Plan
	Request F:	DB15-0016	PDP-6C Final Development Plan

Two copies of the Development Review Board's decision on your referenced project, including conditions of approval rendered are attached. *Please note that these approvals are contingent upon the City Council's approval of the Zone Map Amendment, which is scheduled for a hearing on August 3, 2015.*

Please note that your signature acknowledging receipt and acceptance of the Conditions of Approval is required to be returned to the Planning Office before the decision is effective. One copy is provided for this purpose. Please sign and return to the undersigned. Thank you.

Shelley White
Planning Administrative Assistant

CC: Fred Gast – Polygon WLH, LLC
Stacy Connery – Pacific Community Design
Rudy Kadlub – Costa Pacific Communities



July 14, 2015

DEVELOPMENT REVIEW BOARD PANEL A

DEVELOPMENT REVIEW BOARD NOTICE OF DECISION AND RECOMMENDATION TO CITY COUNCIL

Project Name: Villebois PDP 6 Central Rowhomes

Case Files:	Request A:	DB15-0011	Villebois SAP Central Refinement
	Request B:	DB15-0012	Preliminary Development Plan (PDP-6C Row Homes)
	Request C:	DB15-0013	Zone Map Amendment
	Request D:	DB15-0014	Tentative Subdivision Plat
	Request E:	DB15-0015	Type 'C' Tree Plan
	Request F:	DB15-0016	PDP-6C Final Development Plan

Owner: RCS – Villebois Development LLC

Applicant: Fred Gast – Polygon WLH LLC

Applicant's Representative: Stacy Connery – Pacific Community Design

Property Description: Tax Lot 3500 in Section 15AC; T3S R1W; Clackamas County; Wilsonville, Oregon.

Location: Phase 6 of SAP-Central, Villebois

On July 13, 2015, at the meeting of the Development Review Board Panel A, the following action was taken on the above-referenced proposed development applications:

Request C: The DRB has forwarded a recommendation of approval to the City Council. ***A Council hearing date is scheduled for Monday, August 3, 2015 to hear this item.***

Requests A, B, D, E, and F:
Approved with conditions of approval.
These approvals are contingent upon City Council's approval of Request C.

An appeal of Requests A, B, D, E, and F to the City Council by anyone who is adversely affected or aggrieved, and who has participated in this hearing, orally or in writing, must be filed with the City Recorder within fourteen (14) calendar days of the mailing of this Notice of Decision. *WC Sec. 4.022(.02)*. A person who has been mailed this written notice of decision cannot appeal the decision directly to the Land Use Board of Appeals under *ORS 197.830*.

This decision has been finalized in written form and placed on file in the City records at the Wilsonville City Hall this 14th day of July 2015 and is available for public inspection. The decision regarding Requests A, B, D, E, and F shall become final and effective on the fifteenth (15th) calendar day after the postmarked date of this written Notice of Decision, unless appealed or called up for review by the Council in accordance with *WC Sec. 4.022(.09)*.

Written decision is attached

For further information, please contact the Wilsonville Planning Division at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070 or phone 503-682-4960

Attachments: DRB Resolution No. 306, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 306**

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF A ZONE MAP AMENDMENT FROM PUBLIC FACILITIES (PF) ZONE TO VILLAGE (V) ZONE, AND ADOPTING FINDINGS AND CONDITIONS APPROVING SPECIFIC AREA PLAN – CENTRAL REFINEMENTS, PRELIMINARY DEVELOPMENT PLAN, TENTATIVE SUBDIVISION PLAT, TYPE ‘C’ TREE PLAN AND FINAL DEVELOPMENT PLAN FOR THE DEVELOPMENT OF 31 ROW HOUSES IN PHASE 6 OF SAP-CENTRAL. THE SUBJECT SITE IS LOCATED ON TAX LOT 3500 OF SECTION 15AC, T3S, R1W, CLACKAMAS COUNTY, OREGON. POLYGON WLH, LLC – APPLICANT, FOR RCS - VILLEBOIS DEVELOPMENT, LLC, OWNER.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated July 6, 2015, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on July 13, 2015, at which time exhibits, together with findings and public testimony were entered into the public record, and

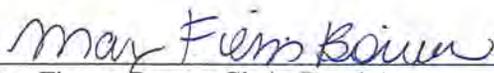
WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject,

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated July 6, 2015, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

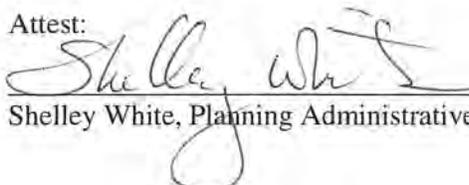
DB15-0011 through DB15-0016: Specific Area Plan Refinements, Preliminary Development Plan, Zone Map Amendment, Tentative Subdivision Plat, Type ‘C’ Tree Plan, and Final Development Plan for the construction of 31 row house units, and associated improvements.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 13th day of July, 2015, and filed with the Planning Administrative Assistant on July 14, 2015. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.



Mary Fierros Bower; Chair, Panel A
Wilsonville Development Review Board

Attest:



Shelley White, Planning Administrative Assistant

Exhibit A1

**AMENDED AND ADOPTED STAFF REPORT
WILSONVILLE PLANNING DIVISION
Development Review Board Panel A
Quasi-judicial Hearing
*PDP-6C, 31 Row House Units***

Public Date: July 13, 2015

Date of Report: July 6, 2015

Applicant: Polygon WLH LLC

Property Owner: RCS - Villebois Development, LLC

Applicant's Representative: Pacific Community Design, Inc.

Request: Pacific Community Design, Inc., representative for Polygon WLH LLC, Applicant, and RCS - Villebois Development, LLC, Owner, proposes the development of 31 row house units within seven (7) buildings.

Request A: DB15-0011 Villebois SAP Central Refinement

Request B: DB15-0012 Preliminary Development Plan (PDP-6C Row Houses)

Request C: DB15-0013 Zone Map Amendment

Request D: DB15-0014 Tentative Subdivision Plat

Request E: DB15-0015 Type 'C' Tree Plan

Request F: DB15-0016 PDP 6C Final Development Plan

Staff Reviewers: Michael R. Wheeler, Associate Planner; Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

Applicant's Introductory Project Narrative (Pages 1 through 9, Section IA of Exhibit B1):

The Preliminary Development Plan (PDP) approval process is equivalent to the City's Stage II Final Plan.

The Final Development Plan (FDP) approval process is equivalent to the City's Site Design Review. The front elevations of the proposed row house buildings including materials and architectural details have been designed by a licensed architect. Colors and masonry are appropriate for the given architecture. Landscaping meets the Community Elements Book criteria. The applicant makes reference to "row homes" and "row houses" throughout the application submittal notebook (Exhibit B1). Staff chooses to use the term "row house" in this staff report.

The Refinements approval process is equivalent to the City's Waivers for planned developments. The applicant is seeking refinements for change of uses, and components of the Rainwater Management Plan.

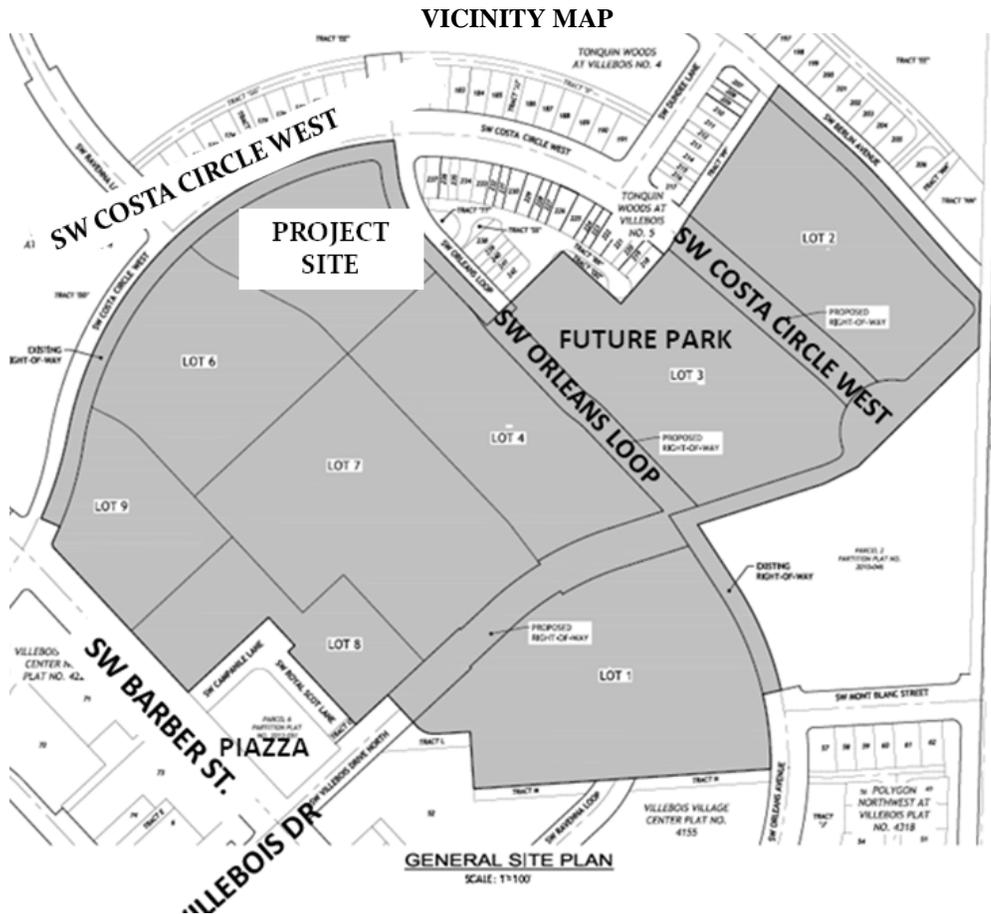
Comprehensive Plan Designation: Residential-Village (R-V)

Zone Map Designation: Public Facilities (PF) proposed re-zoning to Village (V)

Size: 1.52 gross acres.

Recommended Actions: Approve Requests A through C and D through F, together with proposed conditions of approval, beginning on page 5. Recommend approval of Request C, the requested Zone Map Amendment, to City Council.

Legal Description: Lot No. 83 of Villebois Village Center No. 3 subdivision. The project site is more specifically described at Tax Lot 3500 in Section 15AC, T3S, R1W, Clackamas County, Oregon.



SUMMARY:

Request A - SAP Refinements (Uses and Rainwater):

As demonstrated in findings A1 through A11, the proposed SAP Refinements to the unit types and number, and reduction in the number of Rainwater Management Plan components meet all applicable requirements in Section 4.125(.18)(J)(2), subject to compliance with proposed conditions of approval.

Request B – Preliminary Development Plan (PDP-6 Central):

The proposed Preliminary Development Plan of Specific Area Plan Central (PDP 6 Central) is comprised of 1.52 gross acres. The applicant proposes 31 row house units within seven buildings, as follows: 0.15 acres of green space; 0.31 acres of public streets; 1.06 acres in lots and alleys, associated infrastructure improvements.

Traffic Impact: The proposed project meets the City criteria in Subsection 4.140.09(J)(2) – Traffic.

Public Utilities: The proposed project, together with Engineering Division conditions of approval referenced herein, meets the City’s public works standards for public utilities for streets, water, sanitary sewer and storm drainage.

As demonstrated in findings B1 through B43, the proposed Preliminary Development Plan meets all applicable requirements in Section 4.125(.18)(J)(2), and of Specific Area Plan – Central.

Request C – Zone Map Amendment:

The proposal is to change the Public Facility (PF) zone to the Village (V) zone. The proposed residential use is permitted under Wilsonville Code Section 4.125(.02). The proposed Zone Map Amendment would enable the development permitting process.

As demonstrated in findings C1 through C12, the proposed Zone Map Amendment meets all applicable requirements in Section 4.197, but is contingent upon City Council approval of the recommended approval.

Request D - Tentative Subdivision Plat:

The applicant is proposing the subdivision of the properties into 31 residential lots for attached row houses in seven (7) buildings, along with alleys, open space, and street rights-of-way. The name of the proposed subdivision is “PDP-6C Villebois Row Homes”.

As demonstrated in findings D1 through D43, staff recommends that the proposed Tentative Subdivision Plat be approved, as it meets the criteria in Sections 4.200 through 4.264, and 4.300 through 4.320.

Request E – Type ‘C’ Tree Plan:

As demonstrated in findings E1 through E7, the proposed Type ‘C’ Tree Plan should be approved, subject to compliance with proposed conditions of approval.

Request F – Final Development Plan (FDP):

The row house buildings and landscaping are subject to Village Center Architectural Standards (VCAS). As demonstrated in findings F1 through F104, the proposed Final Development Plan should be approved, subject to compliance with proposed conditions of approval.

Applicable Review Criteria:

<i>Planning and Land Development Ordinance:</i>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.113	Residential Development in Any Zone
Section 4.125	V-Village Zone
Section 4.154	Bicycle, Pedestrian, and Transit Facilities
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.167	Access, Ingress, and Egress
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping
Section 4.177	Street Improvement Standards
Section 4.179	Multi-Unit Residential and Non-Residential Buildings.
Section 4.197	Zone Map Amendment
Section 4.199	Exterior Lighting
Sections 4.200 through 4.220	Land Divisions
Section 4.121	Site Design Review
Sections 4.236 through 4.270	Land Division Standards
Sections 4.300 through 4.320	Underground Utilities
Sections 4.600 through 4.640.20 as applicable	Tree Preservation and Protection
<i>Other City Planning Documents:</i>	
Villebois Village Master Plan	
Village Center Architectural Standards (VCAS)	
SAP Central Approval Documents	
Comprehensive Plan	

PROPOSED CONDITIONS OF APPROVAL FOR DB15-0011 – DB15-0016:

Based on the applicant’s findings, findings of fact, analysis and conclusionary findings, staff recommends that the Development Review Board approve the applications with the following conditions of approval:.

PD = Planning Division conditions BD = Building Division Conditions PF = Engineering Conditions. NR = Natural Resources Conditions TR = SMART/Transit Conditions FD = Tualatin Valley Fire and Rescue Conditions PW = Public Works
--

REQUEST A: SAP-CENTRAL REFINEMENTS (DB15-0011)

PDA 1. Approval of the two (2) requested refinements (i.e., uses and Rainwater Management Plan) is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).

REQUEST B: PRELIMINARY DEVELOPMENT PLAN (DB15-0012)

PDB 1. Approval of the Preliminary Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).
PDB 2. Street lighting types and spacing shall be as shown in the Community Elements Book. See Finding B15.
PDB 3. All park and open space improvements approved by the Development Review Board, including associated improvements, shall be completed prior the issuance of the building permit for the 16 th row house unit in PDP 6 Central. If weather or other special circumstances prohibit completion, bonding for the improvements will be permitted. See Finding B38 on page 33 of this report.
PDB 4. The Applicant/Owner shall waive the right of remonstrance against any local improvement district that may be formed to provide public improvements to serve the subject site. Before the start of construction, a waiver of right to remonstrance shall be submitted to the City Attorney.

Note: The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these conditions of approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those conditions of approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other conditions of approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other conditions of

approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

Engineering Division Conditions:																					
Standard Comments:																					
PFB 1.	All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2014.																				
PFB 2.	<p>Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts:</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><i>Coverage (Aggregate, accept where noted)</i></th> <th style="text-align: right;"><i>Limit</i></th> </tr> </thead> <tbody> <tr> <td>Commercial General Liability</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">General Aggregate (per project)</td> <td style="text-align: right;">\$ 3,000,000</td> </tr> <tr> <td style="padding-left: 20px;">General Aggregate (per occurrence)</td> <td style="text-align: right;">\$ 2,000,000</td> </tr> <tr> <td style="padding-left: 20px;">Fire Damage (any one fire)</td> <td style="text-align: right;">\$ 50,000</td> </tr> <tr> <td style="padding-left: 20px;">Medical Expense (any one person)</td> <td style="text-align: right;">\$ 10,000</td> </tr> <tr> <td>Business Automobile Liability Insurance</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Each Occurrence</td> <td style="text-align: right;">\$ 1,000,000</td> </tr> <tr> <td style="padding-left: 20px;">Aggregate</td> <td style="text-align: right;">\$ 2,000,000</td> </tr> <tr> <td>Workers Compensation Insurance</td> <td style="text-align: right;">\$ 500,000</td> </tr> </tbody> </table>	<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>	Commercial General Liability		General Aggregate (per project)	\$ 3,000,000	General Aggregate (per occurrence)	\$ 2,000,000	Fire Damage (any one fire)	\$ 50,000	Medical Expense (any one person)	\$ 10,000	Business Automobile Liability Insurance		Each Occurrence	\$ 1,000,000	Aggregate	\$ 2,000,000	Workers Compensation Insurance	\$ 500,000
<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>																				
Commercial General Liability																					
General Aggregate (per project)	\$ 3,000,000																				
General Aggregate (per occurrence)	\$ 2,000,000																				
Fire Damage (any one fire)	\$ 50,000																				
Medical Expense (any one person)	\$ 10,000																				
Business Automobile Liability Insurance																					
Each Occurrence	\$ 1,000,000																				
Aggregate	\$ 2,000,000																				
Workers Compensation Insurance	\$ 500,000																				
PFB 3.	No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.																				
PFB 4.	All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.																				
PFB 5.	<p>Plans submitted for review shall meet the following general criteria:</p> <ol style="list-style-type: none"> a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft. wide public easement for single utilities and a minimum 20-ft wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms. b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department. c. In the plan set for the PW Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print. d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum. e. All proposed on and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes. f. Design plans shall identify locations for street lighting, gas service, power lines, 																				

telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.

- g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible.
- h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance.
- i. Erosion Control Plan that conforms to City of Wilsonville Ordinance No. 482.
- j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified.
- k. All engineering plans shall be printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
- l. All plans submitted for review shall be in sets of a digitally signed PDF and three printed sets.

PFB 6. Submit plans in the following general format and order for all public works construction to be maintained by the City:

- a. Cover sheet
- b. City of Wilsonville construction note sheet
- c. General construction note sheet
- d. Existing conditions plan.
- e. Erosion control and tree protection plan.
- f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
- g. Grading plan, with 1-foot contours.
- h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
- i. Detailed plans; show plan view and either profile view or provide i.e.'s at all utility crossings; include laterals in profile view or provide table with i.e.'s at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.
- j. Street plans.
- k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference
- l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference.
- m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set.
- n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public Works Permit set.
- o. Composite franchise utility plan.
- p. City of Wilsonville detail drawings.
- q. Illumination plan.

	<p>r. Striping and signage plan.</p> <p>s. Landscape plan.</p>
PFB 7.	Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City's numbering system. Video testing and sanitary manhole testing will refer to City's numbering system.
PFB 8.	The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed.
PFB 9.	Applicant shall work with City's Natural Resources office before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
PFB 10.	A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
PFB 11.	The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
PFB 12.	Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
PFB 13.	The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.
PFB 14.	All survey monuments on the subject site, or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
PFB 15.	Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
PFB 16.	No surcharging of sanitary or storm water manholes is allowed.
PFB 17.	The project shall connect to an existing manhole or install a manhole at each

	connection point to the public storm system and sanitary sewer system.
PFB 18.	A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFB 19.	The applicant shall provide a ‘stamped’ engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways.
PFB 20.	All required pavement markings, in conformance with the Transportation Systems Plan and the Bike and Pedestrian Master Plan, shall be completed in conjunction with any conditioned street improvements.
PFB 21.	Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
PFB 22.	The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
PFB 23.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
PFB 24.	Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
PFB 25.	The applicant shall provide the City with a Stormwater Maintenance and Access Easement (on City approved forms) for City inspection of those portions of the storm system to be privately maintained. Stormwater or rainwater LID facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all LID storm water components and private conventional storm water facilities; maintenance shall transfer to the respective homeowners association when it is formed.
PFB 26.	The applicant shall “loop” proposed waterlines by connecting to the existing City waterlines where applicable.
PFB 27.	All water lines that are to be temporary dead-end lines due to the phasing of construction shall have a valved tee with fire-hydrant assembly installed at the end of the line.
PFB 28.	Applicant shall provide a minimum 6-foot Public Utility Easement on lot frontages to all public right-of-ways. An 8-foot PUE shall be provided along Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.
PFB 29.	For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).

PFB 30.	<p>Mylar Record Drawings:</p> <p>At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.</p>				
Specific Comments:					
PFB 31.	<p>At the request of Staff, DKS Associates completed a Transportation Study, dated May 7, 2015. The project is hereby limited to no more than the following impacts.</p> <table data-bbox="380 751 1101 888"> <tr> <td>Estimated New PM Peak Hour Trips</td> <td>16</td> </tr> <tr> <td>Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area</td> <td>4</td> </tr> </table>	Estimated New PM Peak Hour Trips	16	Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	4
Estimated New PM Peak Hour Trips	16				
Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	4				
PFB 32.	<p>Consistent with other development within Villebois Village, the applicant shall be required to complete design and construction for full street improvements through the far curb and gutter, and far corner radii of intersections, for the extension of Paris Avenue southwest of the proposed development and the new Collina Lane southeast of the development. Design and improvements shall include street lighting on both sides of the streets.</p>				
PFB 33.	<p>Development of the land southwest of Paris Avenue and southeast of Collina Lane is unknown at this time. Therefore this segment of Paris Avenue and Collina Lane will be allowed to be designed for a 5" section of asphalt; both segments shall be paved with a single 3" base lift; 2" top lift to be completed by adjacent development when it occurs. Streets shall be designed in conformance to the applicable street type as shown in the Villebois Village Master Plan.</p>				
PFB 34.	<p>Applicant shall install the top lift of asphaltic concrete on the section of Costa Circle West (2" top lift through the intersection with Paris Avenue) and on Orleans Avenue (1 ½" top lift through the intersection with Collina Lane) adjacent to the site.</p>				
PFB 35.	<p>Alleyways shall connect to the public right-of-way at as near 90° as possible, per the 2014 Public Works Standards.</p>				
PFB 36.	<p>The applicant shall provide a 'stamped' engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways. Secondly, the street lighting style shall be in conformance to the current edition of the Villebois SAP Central Community Elements Book Lighting Master Plan.</p>				
PFB 37.	<p>Per the Villebois Village SAP Central Master Signage and Wayfinding plan all regulatory traffic signage in Villebois Central shall be finished black on the back</p>				

	sides.
PFB 38.	All of the proposed development lies within the Coffee Creek basin. Per City Ordinance 608 storm water detention is not required for this project due to its direct connection to the Coffee Creek wetlands.
PFB 39.	Applicant shall install a looped water system by connecting to the existing water lines in Costa Circle West and Orleans Avenue.
PFB 40.	<p>The Villebois Sanitary Sewer (SS) Master Plan has the 14 proposed units facing Costa Circle West serviced by the north SS trunk line. The other 17 proposed units are part of the south SS trunk line service area. Preliminary material submitted by the applicant shows all 31 proposed units being serviced by the north SS trunk line.</p> <p>Applicant shall connect the 17-unit portion of the development to the existing SS line at the north end of Campanile Lane, or provide revised SS master plan calculations showing that the change will not create a capacity issue for the north SS trunk line. Alternately, applicant shall divert an equivalent area elsewhere in Villebois from the north SS trunk line to the south SS trunk.</p>
PFB 41.	Applicant shall provide sufficient mail box units for the proposed phasing plan; applicant shall construct mail kiosk at locations coordinated with City staff and the Wilsonville U.S. Postmaster.
PFB 42.	All construction traffic shall access the site via Grahams Ferry Road to Barber Street to Costa Circle or via Tooze Road to Villebois Drive N. No construction traffic will be allowed on Brown Road or Barber Street east of Costa Circle West, or on other residential roads.
PFB 43.	SAP Central PDP 6 consists of 31 lots. All construction work in association with the Public Works Permit and Project Corrections List shall be completed prior to the City Building Division issuing a certificate of occupancy, or a building permit for the housing unit(s) in excess of 50% of total (16 th lot).

PFB 44. The initial approval of SAP Central consisted of 9 single family units, 500 townhome/condo units, and 501 apartment units for a total of 1,010 residential units, along with 20,000 sq. ft. of commercial space. Based on assumed trip generation rates, these land uses were estimated to generate 616 p.m. peak hour trips.

Previous changes to housing types in SAP Central created a land use that included 49 single family units, 459 townhome/condo units, and 501 apartment units for a total of 1,009 residential units, along with 33,000 of commercial space. Based on these counts, it is estimated that SAP Central will generate 659 p.m. peak hour trips. This is 43 p.m. peak hour trips above what was initially approved for SAP Central.

The currently proposed land use includes 74 single family units, 392 townhome/condo units, and 533 apartment units for a total of 999 residential units, along with 33,000 of commercial space. Based on these counts, it is estimated that SAP Central will generate 670 p.m. peak hour trips. This is 11 P.M. peak hour trips above what was previously expected and 54 p.m. peak hour trips above what was initially approved for SAP Central.

Many of the changes from townhome/condo units to single family units occur with this proposed development. The applicant may be required to pay Street SDC fees for these additional 11 PM Peak Hour Trips, unless applicant can show evidence of other arrangements with the City having been made.

<u>Natural Resources Conditions:</u>	
Rainwater Management:	
NR 1.	All rainwater management components and associated infrastructure located in public areas shall be designed to the Public Works Standards.
NR 2.	All rainwater management components in private areas shall comply with the plumbing code.
NR 3.	Pursuant to the City of Wilsonville Public Works Standards, access shall be provided to all areas of the proposed rainwater management components. At a minimum, at least one access shall be provided for maintenance and inspection.
NR 4.	Plantings in rainwater management components located in public areas shall comply with the Public Works Standards.
NR 5.	Plantings in rainwater management components located in private areas shall comply with the Plant List in the Rainwater Management Program or Community Elements Plan.
NR 6.	The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.
Other:	
NR 7.	The applicant shall comply with all applicable state and federal requirements for the proposed construction activities and proposed facilities (e.g., DEQ NPDES #1200-CN permit).

REQUEST C: ZONE MAP AMENDMENT (DB15-0013)

On the basis of findings C1 through C12, this action approves the Zone Map Amendment from Public Facilities (PF) to Village (V), and forwards this recommendation to the City Council with no proposed conditions of approval.

REQUEST D: TENTATIVE SUBDIVISION PLAT (DB15-0014)

<p>PDD 1. Approval of the Tentative Subdivision Plat is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).</p>
<p>PDD 2. The Applicant/Owner shall assure that construction and site development shall be carried out in substantial conformance with the Tentative Subdivision Plat as approved by the Development Review Board, as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.</p>
<p>PDD 3. Alleyways shall remain in private ownership and be maintained by the Homeowner’s Association established by the subdivision’s Conditions, Covenants, and Restrictions (CC&Rs). The CC&Rs shall be reviewed and approved by the City Attorney prior to recordation.</p>
<p>PDD 4. The Applicant/Owner shall submit subdivision bylaws, covenants, and agreements to the City Attorney prior to recordation.</p>
<p>PDD 5. Prior to approval of the Final Subdivision Re-Plat, the Applicant/Owner shall:</p> <ol style="list-style-type: none"> a. Assure that the parcels shall not be sold or conveyed until such time as the final plat is recorded with Clackamas County. b. Submit an application for Final Plat review and approval on the Planning Division Site Development Application and Permit form. In this case, the County Surveyor may require up to three (3) separate final plats to record which would require up to three (3) Final Plat applications to the Planning Division. The Applicants/Owner shall also provide materials for review by the City’s Planning Division in accordance with Section 4.220 of City’s Development Code. Prepare the Final Plat in substantial accord with the Tentative Partition Plat as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director. c. Submit final construction plans, to be reviewed and approved by the Planning Director, the Engineering Division, the Tualatin Valley Fire and Rescue District, Natural Resources Manager, and the City Building Official, prior to the project’s construction. d. Submit final drawings and construction plans for the water quality/detention facilities and their outfalls for review and approval of the City Engineer, the Natural Resources Manager and the Environmental Services Division. e. Supply the City with a performance bond, or other security acceptable to the Community Development Director, for any capital improvement required by

<p>the project.</p> <p>f. Illustrate existing and proposed easements, on the Final Plat.</p> <p>g. Dedicate all rights-of-way and easements necessary to construct all private and public improvements required for the project.</p> <p>h. Provide the City with a recordable instrument guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property.</p> <p>i. The Final Subdivision Plat shall indicate dimensions of all lots, lot area, minimum lot size, easements, proposed lot and block numbers, and any other information that may be required as a result of the hearing process.</p>

<p><u>Engineering Division Conditions:</u></p>	
PFD 1.	Paper copies of all proposed subdivision/partition plats shall be provided to the City for review. Once the subdivision/partition plat is approved, applicant shall have the documents recorded at the appropriate County office. Once recording is completed by the County, the applicant shall be required to provide the City with a 3 mil Mylar copy of the recorded subdivision/partition plat.
PFD 2.	All newly created easements shown on a subdivision or partition plat shall also be accompanied by the City’s appropriate Easement document (on City approved forms) with accompanying survey exhibits that shall be recorded immediately after the subdivision or partition plat.
PFD 3.	Consistent with other development within Villebois Village the applicant shall dedicate full right-of-way full street improvements through the far curb and gutter for the extension of Paris Avenue southwest of the proposed development and the new Collina Lane southeast of the development.

<p><u>Building Division Conditions:</u></p>	
<p>None proposed.</p>	

REQUEST E – TYPE ‘C’ TREE PLAN (DB15-0015)

PDE 1.	This approval is for tree removal for trees listed in the Tree Report in Section VB of Exhibit B1 (notebook) and the Tree Removal Plan compliance report in Section VA. Trees shall be replaced at a rate of one (1) tree for each tree removed.
PDE 2.	Replacement trees shall be state Department of Agriculture Nursery Grade No. 1 or better. The permit grantee or the grantee’s successors-in-interest shall cause the replacement trees to be staked, fertilized and mulched, and shall guarantee the trees for two (2) years after the planting date. A “guaranteed” tree that dies or becomes diseased during the two (2) years after planting shall be replaced.
PDE 3.	All trees to be planted shall consist of nursery stock that meets requirements of the

	American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade. Tree shall be approximately two inch (2”) caliper.
PDE 4.	Solvents, building material, construction equipment, soil, or irrigated landscaping, shall not be placed within the drip line of any preserved tree, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist.
PDE 5.	<p>Before and during development, land clearing, filling or any land alteration the Applicant/Owner shall erect and maintain suitable tree protective barriers which shall include the following:</p> <ul style="list-style-type: none"> • 6’ high fence set at tree drip lines. • Fence materials shall consist of 2 inch mesh chain links secured to a minimum of 1 ½ inch diameter steel or aluminum line posts. • Posts shall be set to a depth of no less than 2 feet in native soil. • Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first. • Tree protection fences shall be maintained in a full upright position.
PDE 6.	Fence posts placement within drip lines and root zones of preserved trees shall be hand dug and supervised by the project arborist. If roots are encountered alternative fence post placement is required as determined by the project arborist.
PDE 7.	Utilities, including franchise utilities, public utilities, and private utilities and service lines shall be directionally bored as necessary to avoid the root zone of preserved trees. All work within the root zone of preserved trees shall be supervised by and follow the recommendation of the project arborist.

REQUEST F – FINAL DEVELOPMENT PLAN (DB15-0015)

<p>PDF 1. Approval of the Final Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).</p>
<p>PDF 2. Construction, site development, and landscaping shall be carried out in substantial accord with the plans, drawings, sketches, and other documents approved by the Board, unless altered with Board approval. Minor amendments to the project that are to be conducted by Planning Staff may be processed by the Planning Director through a Class I Administrative Review process.</p>
<p>PDF 3. All roof mounted and ground mounted HVAC equipment shall be inconspicuous and designed to be screened from off-site view. This includes, to the greatest extent possible, private utilities such as natural gas and electricity. The City reserves the right to require further screening of the equipment and utilities if they should be visible from off-site after occupancy is granted. See Finding F42.</p>
<p>PDF 4. All landscaping required and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. “Security” is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City will be returned to the applicant.</p>
<p>PDF 5. All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered as allowed by Wilsonville’s Development Code.</p>
<p>PDF 6. The following requirements for planting of shrubs and ground cover shall be met:</p> <ul style="list-style-type: none"> • All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and 10” to 12” spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4” pot spaced 2 feet on center minimum, 2-1/4” pots spaced at 18 inch on center minimum. • No bare root planting shall be permitted. • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate native plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations.

PDF 7. Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.
PDF 8. Prior to issuance of a Building Permit the Applicant/Owner shall submit an irrigation plan to the Building Division. The irrigation plan must be consistent with the requirements of Section 4.176(.07)(C).
PDF 9. All landscaping and fencing on corner lots meet the vision clearance standards of Section 4.177. Clear vision areas must be maintained consistent with Public Works Standards. See Finding D12.

MASTER EXHIBITS LIST:**A. Staff's Written and Graphic Materials:**

- A1.** Staff Report, including:
 Findings of Fact
 Proposed Conditions of Approval
 Conclusionary Findings
- A2.** PowerPoint Presentation

B. Applicant's Written and Graphic Materials:

- B1.** Notebook entitled **Preliminary Development Plan, Tentative Plat, Zone Change, Tree Removal Plan & Final Development Plan**, which includes Development Permit Application, preliminary title report, introductory narrative, reduced plans, fee calculation, mailing list, Supporting Compliance Reports in Sections I through VI, utility and drainage reports, traffic analysis, tree report, building elevations and floor plans.
- B2. PLAN DRAWINGS (Reduced size and full size):**

Plan Sheet No.	Description	Date
Notebook Section IIB:		
1	COVER SHEET	
2	EXISTING CONDITIONS	
3	SITE/LAND USE PLAN	
4	PRELIMINARY PLAT	
5	GRADING & EROSION CONTROL PLAN	
6	COMPOSITE UTILITY PLAN	
7	CIRCULATION PLAN & STREET SECTIONS	
8	TREE PRESERVATION PLAN	
9	SAP CENTRAL PHASING PLAN UPDATE	
L1	STREET TREE PLAN	
Notebook Section IIC:		
SS	Sanitary Sewer United Disposal	
A	Developed Drainage Map	
Figure A.	RAINWATER MANAGEMENT PLAN – SAP Central; dated 2/24/2006	
A2	RAINWATER MANAGEMENT PLAN – PDP-6C; dated 5/6/2015	
Notebook Section IIIB:		
4	Preliminary Plat	
Notebook Section IVB:		
	PROPOSED ZONE MAP AMENDMENT	
Notebook Section VC:		
8	Tree Preservation Plan	

Plan Sheet No.	Description	Date
Notebook Section VIB:		
1	Cover Sheet	
2	Building Site Plan	
L1	Planting Plan	
L2	Planting Details & Notes	
Notebook Section VIC:		
T1	Front Elevation – English Revival 4-Plex	
T2	Color Legend and Side Elevation – English Revival 4-Plex	
T3	Rear Elevation – English Revival 4-Plex	
T4	Floor Plans – English Revival 4-Plex	
T5	Front Elevation – French Revival 4-Plex	
T6	Side Elevation and Color Legend – French Revival 4-Plex	
T7	Rear Elevation – French Revival 4-Plex	
T8	Floor Plans – French Revival 4-Plex	
T9	Front Elevation – English Revival 5-Plex	
T10	Rear Elevation – English Revival 5-Plex	
T11	Floor Plans – English Revival 5-Plex	
T12	Front Elevation – French Revival 5-Plex	
T13	Rear Elevation – French Revival 5-Plex	
T14	Floor Plans – French Revival 5-Plex	

B3. E-mail from S. Coyle to S. Connery, with attachments; dated 7/4/2015, including [Amended by the DRB at hearing on 7/13/2015]:

Plan Sheet No.	Description	Style Approval Date
T1	English Revival Townhome	7/4/2015
T2	English Revival Townhome Side	7/4/2015
T3	English Revival Rear Townhome	7/4/2015
T5	French Revival Townhome	7/4/2015
T6	French Revival Townhome Side	7/4/2015
T7	French Revival Rear Townhome	7/4/2015
T9	English Revival Townhome	7/4/2015
T10	English Revival Rear Townhome	7/4/2015
T12	French Revival Townhome	7/4/2015
T13	French Revival Rear Townhome	7/4/2015

C. Development Review Team Correspondence:

- C1.** E-mail and Memo from Steve Adams, Development Engineering Manager, dated 6/24/2015
- C2.** E-mail from Steve Adams, Development Engineering Manager; dated 6/25/2015
- C3.** Memo from Kerry Rappold, Natural Resources Program Manager; dated 6/19/2015
- C4.** Memo from Don Walters, Plans Examiner; Building Division; dated 6/2/2015.
- C5.** E-mail and attachment from Public Works Department; dated 6/18/2015.

D. Staff Materials:

- D1. Vicinity Map
- D2. Tax Map
- D3. Tax Map (enlarged portion)

E. General Correspondence:

- E1. Letters (Neither For Nor Against): None submitted
- E2. Letters (In Favor): None submitted
- E3. Letters (Opposed): None submitted

GENERAL INFORMATION

Section 4.008 Application Procedures-In General: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville's development review process.

The application is being processed in accordance with the applicable general procedures of this section. These criteria are met.

Section 4.009 Who May Initiate Application: Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.

Signed application forms have been submitted for the subject property owner, RCS - Villebois Development, LLC. This criterion is satisfied.

Subsection 4.010 (.02) Pre-Application Conference:

A pre-application conference was held on March 19, 2015, in accordance with this subsection. These criteria are satisfied.

Subsection 4.011 (.02) B. Lien Payment before Application Approval: City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.

No applicable liens exist for the subject property. The application can thus move forward. This criterion is satisfied.

Subsection 4.035(.04)(A) General Site Development Permit Submission Requirements: An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code.” Listed: 1. through 6. j.

The applicant has provided all of the applicable general submission requirements contained in this subsection. These criteria are satisfied.

Section 4.110 Zoning-Generally: The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192. The general development regulations listed in Sections 4.154 through 4.199 shall apply to all zones unless the text indicates otherwise.

This proposed development is in conformity with the Village (V) zoning district, Section 4.125, and the general development regulations listed in Sections 4.154 through 4.199 have been applied in accordance with this Section. These criteria are satisfied.

FINDINGS OF FACT

1. The statutory 120-day time limit applies to this application. The application was received on March 25, 2015. On April 24, 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. The applicant submitted additional material on several dates, ending with May 8, 2015. The application was deemed complete on May 21, 2015. The City must render a final decision for the request, including any appeals, by September 18, 2015.

2. Prior SAP-Central land use actions include:
 Villebois Village Ordinances, and Resolutions

Legislative:

- 02PC06 Villebois Village Concept Plan
- 02PC07A Villebois Comprehensive Plan Text
- 02PC07C Villebois Comprehensive Plan Map
- 02PC07B Villebois Village Master Plan
- 02PC08 Village Zone Text
- 04PC02 Adopted Villebois Village Master Plan
- LP-2005-02-00006 Revised Villebois Village Master Plan
- LP-2005-12-00012 Revised Villebois Village Master Plan (Parks and Recreation)

Quasi Judicial:

DB06-0005:

- Specific Area Plan (SAP) – Central.
- Village Center Architectural Standards.
- SAP-Central Architectural Pattern Book.
- Master Signage and Wayfinding Plan.
- Community Elements Book Rainwater Management Program and Plan

DB06-0012: Tentative Subdivision Plat (Large Lot¹)

LP09-0003: Zone text amendment to allow for detached row houses.

DB09-0037 & 0038: Modification to the Village Center Architectural Standards (VCAS) to change/add provisions for detached row houses.

3. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

¹ Lot No. 83 of Villebois Village Center No. 3 subdivision

CONCLUSIONARY FINDINGS

The Applicant’s compliance findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures are found in Exhibit B1 and are hereby incorporated into this staff report as findings for approval.

REQUEST A: REFINEMENTS

The applicant’s findings on pages 19 through 24 of Section IIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria regarding refinements to use. The applicant’s findings in Section IIC of their notebook, Exhibit B1, respond to the majority of the applicable criteria regarding refinements to the Rainwater Management Plan.

Refinements Generally

Subsection 4.125 (.18)(J)(1) Refinement Process

“In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the DRB may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section (.18)(J)(2), below.”

- A1. The applicant is requesting two (2) refinements, as listed below. The applicant has provided narrative and plan sheets showing sufficient information to demonstrate compliance with the applicable criteria. As can be seen in the findings below, the criteria set forth in Subsection 4.125(.18)(J)(2) are satisfied for each requested refinement.

Refinement Request: Location and Mix of Land Uses

Subsection 4.125 (.18) J. 1. a. iv. SAP Refinements: Location and Mix of Land Uses

Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan. For purposes of this subsection, “land uses” or “uses” are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another.

- A2. The changes to the location and mix of land uses are illustrated in the following table. Overall, as shown in the findings below, the changes do not significantly alter the distribution or availability of uses in PDP-6C. These criteria are satisfied.

Description of Block (bounded by:)	SAP Plan	Proposed PDP-6C Plan
SW Costa Circle West	8 – 12 Row Houses	14 Row Houses
SW Paris Avenue	24 – 36 Village Apartments	5 Row Houses
SW Orleans Avenue	As Above	0 Row Houses
SW Collina Lane	As Above	8 Row Houses
Alley	As Above	4 Row Houses (fronting Orleans)
Totals	8 – 12 Row Houses, plus 24 - 36 Village Apartments = 32 – 48 dwelling units	31 Row Houses

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above.”

A3. For the purpose of this refinement the quantifiable requirement is the number of lots/units under an aggregated land use category on the SAP level. The first land use category includes village apartments, row houses and small detached uses. The second land use category includes medium detached, standard detached, and large and estate single-family uses. The table below shows the proposed changes affect the SAP Central Land Use Mix. Proposed is a 0.89 percent decrease in the smaller and attached land use category. Both of these are well within the ten percent allowance. These criteria are satisfied.

	SAP Central Unit Count within VVMP	Proposed SAP Central Unit Count	% Change
Medium/Standard/Large/Estate	0	0	0
Small Detached/Row Homes/Village Apts.	1,008	999	-0.89
TOTAL	1,008	999	-0.89

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

“As used herein, ‘significant’ means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

A4. This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding A5, below, the

proposed refinements do not negatively affect qualitative features for location and mix of land uses. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.

The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Land Use Policy 1: The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

Land Use Policy 2: Future development applications within the Villebois Village area shall provide land uses and other major components of the Plan such as roadways and parks and open space in general compliance with their configuration as illustrated on Figure 1 – Land Use Plan or as refined by Specific Area Plans.

Residential Neighborhood Housing Goal: The Villebois Village shall provide neighborhoods consisting of a mix of homes for sale, apartments for rent, row homes, and single-family homes on a variety of lot sizes, as well as providing housing for individuals with special needs. The Villebois Village shall provide housing choices for people of a wide range of economic levels and stages of life through diversity in product type.

Residential Neighborhood Housing Policy 1: Each of the Villebois Village’s neighborhoods shall include a wide variety of housing options and shall provide home ownership options ranging from affordable housing to estate lots.

Residential Neighborhood Housing Policy 5: The Villebois Village shall provide a mix of housing types within each neighborhood and on each street to the greatest extent practicable.

Residential Neighborhood Housing Policy 10: Natural features shall be incorporated into the design of each neighborhood to maximize their aesthetic character while minimizing impacts to said natural features.

- A5.** The proposed refinements will better integrate green spaces throughout PDP-6C and expand the range of housing options in the subject area. As the proposed refinements will not compromise the project’s ability to comply with all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan, they will equally meet all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan. See the applicant’s more detailed response on pages 19 - 24 of the compliance report in Section IIA of the applicant’s notebook, Exhibit B1. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

- A6.** The proposed refinements add 0.15 acres of green space, having a positive impact on the natural and scenic resources and amenities in the development. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDPs and SAPs

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

- A7.** The proposed refinements will not preclude any other SAPs or PDPs from developing consistent with the approved SAP or the Master Plan. These criteria are satisfied.

Refinement Request: Rainwater Management Plan Modification

Subsection 4.125 (.18) J. 1. a. iii. SAP Refinements: Storm Water Facilities

Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.

- A8.** The proposed refinement reduces the number of storm water facilities, but continues to comply with the requirements of the Rainwater Management Plan approved for SAP Central. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.

- A9.** The change in the number of storm water facilities results in treatment of at the level approved for SAP Central. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

- A10.** The proposed reduction in the number of storm water facilities does not create an impact that can be seen being detrimental to any of the resources mentioned in this subsection. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDPs and SAPs

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

- A11.** The proposed reduction in the number of storm water facilities does not affect any adjoining PDPs or SAPs.

REQUEST B: SAP-CENTRAL, PRELIMINARY DEVELOPMENT PLAN 6C
--

Village Zone

Subsection 4.125 (.02) Permitted Uses in Village Zone. This subsection lists the uses typically permitted in the Village Zone, including single-family detached dwellings, row houses, and non-commercial parks, playgrounds, and recreational facilities.

- B1.** Proposed are 31 row houses in seven (7) buildings. Request A of this application includes two (2) SAP refinements, which were reviewed above. This criterion is satisfied.

Subsection 4.125 (.05) Development Standards Applying to All Development in the Village Zone

“All development in this zone shall be subject to the V Zone and the applicable provisions of the Wilsonville Planning and Land Development Ordinance. If there is a conflict, then the standards of this section shall apply. The following standards shall apply to all development in the V zone:”

Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.

- B2.** The proposed Preliminary Development Plan drawings, Plan Sheets 1 through 8 and L1 show existing blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and SAP Central. These criteria are satisfied.

Subsection 4.125 (.05) B. Access

- B3.** All the proposed lots shown in the proposed Tentative Subdivision Plat in Request D have access to an alley and each will take vehicular access from the alley to a garage. This criterion is satisfied.

- B4.** Table V-1, Development Standards: These criteria will be reviewed at the time row house building plans are submitted for building permits.

Subsection 4.125 (.07) Table V-2 Off-Street Parking, Loading & Bicycle Parking

- B5.** One (1) parking space is provided for each row house unit, meeting the minimum of one (1) space per dwelling. This criterion is satisfied.

Subsection 4.125 (.08) Parks & Open Space This subsection prescribes the open space requirement for development in the Village Zone.

- B6.** Figure 5, Parks & Open Space Plan of the Villebois Village Master Plan, states that there are a total of 159.73 acres within Villebois, which is approximately 33% of Villebois. These criteria are satisfied.

Subsection 4.125 (.09) Street Alignment and Access Improvements

Subsection 4.125 (.09) A. 1. a. Street Alignment and Access Improvements Conformity with Master Plan, etc. “All street alignment and access improvements shall conform to the Villebois Village Master Plan, or as refined in the Specific Area Plan, Preliminary Development Plan, or Final Development Plan . . .”

- B7.** Proposed, existing streets and access improvements conform to SAP Central which has been found to be in compliance with the Villebois Village Master Plan. This criterion is satisfied.

Subsection 4.125 (.09) A. 1. a. i. Street Improvement: Conformity with Public Works Standards and Continuation of Streets. “All street improvements shall conform to the Public Works Standards and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.”

- B8.** The proposed street improvements within this PDP must comply with the applicable Public Works Standards and make the connections to adjoining properties and phases as shown in the Villebois Village Master Plan. These criteria are satisfied.

Subsection 4.125 (.09) A. 1. a. ii. Streets Developed According to Master Plan. “All streets shall be developed according to the Master Plan.”

- B9.** All the streets proposed within this PDP that are adjacent to the subject property will have curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways, which are consistent with the cross sections shown in the Master Plan. This criterion is satisfied.

Subsection 4.125 (.09) A. 6. Access Drives. Access drives are required to be 16 feet for two-way traffic. Otherwise, pursuant to subsection (.09) A. above, the provisions of 4.177 applies for access drives as no other provisions are noted.

- B10.** Proposed are alleys to be paved at least 16-feet in width within a 20-foot tract. In accordance with Section 4.177, all access drives will be hard surface capable of carrying a 23-ton load. Easements for fire access are dedicated as required by Tualatin Valley Fire & Rescue (TVF&R). All access drives will be built to provide a clear travel lane free from any obstructions. These criteria are satisfied.

Subsection 4.125 (.11) Landscaping, Screening and Buffering. : “Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

- Streets in the Village Zone shall be developed with street trees as described in the Community Elements Book.”

B11. Plan Sheets L1 and L2 of Section VIC of Exhibit B1 are the proposed Landscape Plans for the project. Landscaping is reviewed in detail in Request F of this staff report.

Subsection 4.125 (.13) Design Principles Applying to the Village Zone

B12. The Village Center Architectural Standards (VCAS) and Community Elements Book ensure site designs meets the fundamental design concepts and support the objectives of the Villebois Village Master Plan. An FDP application for the proposed architecture and landscape plans are reviewed in detail in Request F of this staff report.

Subsection 4.125 (.14) A. 2. g. Landscape Plans

B13. See Finding B11, above.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

B14. Fifteen trees measuring 6-inches and larger in diameter would be removed to accommodate row house buildings of the proposed development. Two (2) trees (i.e., Atlas Cedar and Tulip tree) are proposed to be retained. See Plan Sheet 8 of Section VC of Exhibit B1. The Arborist Report is found in Section VB of Exhibit B1. A Type ‘C’ Tree plan is reviewed in detail in Request E of this staff report.

Subsection 4.125 (.14) A. 3. Lighting and Site Furnishings.

B15. Landscape plans show furnishings consistent with the Community Elements Book. A condition of approval ensures the final street lighting installation is consistent with the Community Elements Book. This criterion is satisfied or will be required to do so by Condition of Approval PDB 2.

Subsection 4.125 (.18) G. Preliminary Development Plan Approval Process

Subsection 4.125 (.18) G. 1. a. Preliminary Development Plan: Submission Timing. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed with the City Planning Division for the entire SAP, or when submission of the SAP in phases has been authorized by the Development Review Board, for a phase in the approved sequence.”

B16. This application responds to the approved sequencing of PDP-6C per the revised SAP Central Phasing Plan (DB15-0001 et seq). This criterion is satisfied.

Subsection 4.125 (.18) G. 1. b. Preliminary Development Plan: Owners’ Consent. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be made by the owner of all affected property or the owner’s authorized agent;”

B17. This application was submitted by RCS - Villebois Development, LLC. The PDP application has been signed by the property owners. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. c. Preliminary Development Plan Permit Process: Proper Form & Fees: “An application for approval of a Preliminary Development Plan for a development in an approved

SAP shall be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution;”

B18. The applicant has used the prescribed form and paid the required application fees. These criteria are satisfied.

Subsection 4.125 (.18) G. 1. d. Preliminary Development Plan Permit Process: Professional Coordinator. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall set forth the professional coordinator and professional design team for the project;”

B19. A professional design team is working on the project with Stacy Connery AICP from Pacific Community Design as the professional coordinator. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. e. Preliminary Development Plan Permit Process: Mixed Uses. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall state whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.”

B20. The proposed PDP includes only residential uses with supporting landscape amenities and utilities. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. f. Preliminary Development Plan Permit Process: Land Division. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a preliminary land division (concurrently) per Section 4.400, as applicable.”

B21. A Tentative Subdivision Plat has been submitted concurrently with this request. See Request C. This criterion is satisfied.

Subsection 4.125 (.18) G. 2. a. – c. Preliminary Development Plan Permit Process: Information Required

B22. All of the listed information has been provided. See Exhibit B1. These criteria are satisfied.

Subsection 4.125 (.18) G. 2. d. Preliminary Development Plan Permit Process: Land Area Tabulation. “A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.”

B23. Following is a tabulation of land area devoted to the various uses and a calculation of net residential density:

Description	Approx. Gross Acreage
PDP-6C, Parks and Open Space	0.15 Acres
PDP-6C, Public Streets	0.31 Acres
PDP-6C, Lots and Alleys	1.06 Acres
Total	1.52 Acres

Net Residential Density: 31 lots / 1.21 Acres = 25.6 units per net acre.

These criteria are satisfied.

Subsection 4.125 (.18) G. 2. e. Preliminary Development Plan Permit Process: Streets, Alleys, and Trees. “The location, dimensions and names, as appropriate, of existing and platted streets and alleys on and within 50 feet of the perimeter of the PDP, together with the location of existing and planned easements, sidewalks, bike routes and bikeways, trails, and the location of other important features such as section lines, section corners, and City boundary lines. The plan shall also identify all trees 6 inches and greater d.b.h. on the project site only.”

B24. The information on the proposed alleys and streets are provided on Plan Sheet 7 of Section IIB of Exhibit B1. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. Proposed street trees are shown on Plan Sheet L1 of Section IIB. These criteria are satisfied.

Subsection 4.125 (.18) G. 2. f. Preliminary Development Plan Permit Process: Building Drawings. “Conceptual drawings, illustrations and building elevations for each of the listed housing products and typical non-residential and mixed-use buildings to be constructed within the Preliminary Development Plan boundary, as identified in the approved SAP, and where required, the approved Village Center Design.”

B25. The proposed PDP includes 31 row houses in seven (7) buildings. Building elevations have been provided, which are found in Section VIC of the applicant’s submitted notebook, Exhibit B1. The proposed row house building elevations are reviewed in the Final Development Plan, Request F of this staff report.

Subsection 4.125 (.18) G. 2. g. Preliminary Development Plan Permit Process: Utility Plan. “A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP.”

B26. A composite utility plan has been provided. See applicant’s Plan Sheet 6. This criterion is satisfied.

Subsection 4.125 (.18) G. 2. j. Preliminary Development Plan Permit Process: Traffic Report. “At the applicant’s expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the SAP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with build-out of the entire SAP, and it shall meet Subsection 4.140(.09)(J)(2).”

B27. The DKS Traffic Analysis Report has been reviewed and approved by the City Development Engineering Manager, finding that the proposed road network, the maximum projected average daily trips and the maximum parking demand associated with build-out of this PDP meets the above criterion and Subsection 4.140(.09)(J)(2).

Subsection 4.125 (.18) H. PDP Application Submittal Requirements

Subsection 4.125 (.18) H. 1. PDP Application Submittal Requirements: General

B28. The proposed PDP with the proposed refinements in Request A includes all of the requested information. These criteria are satisfied.

Subsection 4.125 (.18) H. 2. PDP Application Submittal Requirements: Traffic Report

B29. See Finding B27, above. This criterion is satisfied.

Subsection 4.125 (.18) H. 3. PDP Application Submittal Requirements: Level of Detail. “The Preliminary Development Plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the phase of development. However, approval of a Final Development Plan is a separate and more detailed review of proposed design features, subject to the standards of Section 4.125(.18)(L) through (P), and Section 4.400 through Section 4.450.”

B30. The required level of detail has been shown, similar to other PDPs approved throughout Villebois. This criterion is satisfied.

Subsection 4.125 (.18) H. 4. PDP Application Submittal Requirements: Copies of Legal Documents. “Copies of legal documents required by the Development Review Board for dedication or reservation of public facilities, or for the creation of a non-profit homeowner’s association, shall also be submitted.”

B31. The required legal documents for review have been provided. See Section IIIC in the applicant’s notebook, Exhibit B1. This criterion is satisfied.

Subsection 4.125 (.18) I. PDP Approval Procedures.

“An application for PDP approval shall be reviewed using the following procedures:

- Notice of a public hearing before the Development Review Board regarding a proposed PDP shall be made in accordance with the procedures contained in Section 4.012.
- A public hearing shall be held on each such application as provided in Section 4.013.
- After such hearing, the Development Review Board shall determine whether the proposal conforms to the permit criteria set forth in this Code, and shall approve, conditionally approve, or disapprove the application.”

B32. This request is being reviewed according to this subsection. These criteria are satisfied.

Subsection 4.125 (.18) K. PDP Approval Criteria

Subsection 4.125 (.18) K. 1. a. PDP Approval Criteria: Consistent with Standards of Section 4.125

B33. As shown elsewhere in this request, the proposed Preliminary Development Plan is consistent with the standards of Section 4.125. These criteria are satisfied.

Subsection 4.125 (.18) K. 1. b. PDP Approval Criteria: Complies with the Planning and Land Development Ordinance. “Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3).”

B34. Findings are provided, showing compliance with applicable standards of the Planning and Land Development Ordinance. Specifically, findings have been submitted addressing Subsections 4.140(.09) J. 1 through 3. This criterion is satisfied.

Subsection 4.125 (.18) K. 1. c. PDP Approval Criteria: Consistent with Approved SAP. “Is consistent with the approved Specific Area Plan in which it is located.”

B35. The requested PDP is consistent with SAP Central, as requested to be refined. This criterion is satisfied.

Subsection 4.125 (.18) K. 1. d. PDP Approval Criteria: Consistent with Approved Pattern Book. “Is consistent with the approved Pattern Book and, where required, the approved Village Center Architectural Standards.”

B36. Seven (7) buildings are proposed with this Preliminary Development Plan. Review of the architecture of the proposed row houses is performed in the Final Development Plan application, Request F of this report, and will document compliance with the Village Center Architectural Standards (VCAS). The proposed lots are sized to accommodate proposed row house buildings in a manner consistent with the VCAS.

Subsection 4.125 (.18) K. 2. PDP Approval Criteria: Reasonable Phasing Schedule. : “If the PDP is to be phased, that the phasing schedule is reasonable and does not exceed two years between commencement of development of the first, and completion of the last phase, unless otherwise authorized by the Development Review Board.”

B37. The proposed PDP will be completed in one phase. This criterion is satisfied.

Subsection 4.125 (.18) K. 3. PDP Approval Criteria: Parks Concurrency. “Parks within each PDP or PDP Phase shall be constructed prior to occupancy of 50% of the dwelling units in the PDP or PDP phase, unless weather or other special circumstances prohibit completion, in which case bonding for such improvements shall be permitted.”

B38. In the Central SAP, parks shall be constructed within each PDP, or that pro rata portion of the estimated cost of Central SAP parks not within the PDP, calculated on a dwelling unit basis, shall be bonded or otherwise secured to the satisfaction of the City. While there are no parks proposed within the proposed development, Condition of Approval PDB 3 will ensure the required the parks within SAP Central are completed prior to occupancy of 50% of the housing units of this phase (PDP-6C), or bonding will be provided if special circumstances prevent completion. Specifically, park improvements within SAP Central must be completed prior to the granting of the building permit for the 16th dwelling unit.

Subsection 4.125 (.18) K. 5. PDP Approval Criteria: DRB Conditions. “The Development Review Board may require modifications to the PDP, or otherwise impose such conditions as it may deem necessary to ensure conformance with the approved SAP, the Villebois Village Master Plan, and compliance with applicable requirements and standards of the Planning and Land Development Ordinance, and the standards of this section.”

B39. No additional conditions of approval are recommended. This criterion is satisfied.

Subsection 4.140 (.09) J. Planned Development Permit Review Criteria

“A planned development permit may be granted by the Development Review Board only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140:”

Subsection 4.140 (.09) J. 1. Consistency with Comprehensive Plan and Other Plans, Ordinances. “The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.”

B40. The applicant’s findings demonstrate the location, design, size, and uses proposed with the proposed PDP are both separately and as a whole consistent with SAP Central as proposed to be amended and thus the Villebois Village Master Plan, the City’s Comprehensive Plan designation of Residential – Village for the area, and any other applicable ordinance of which staff is aware. These criteria are satisfied.

Subsection 4.140 (.09) J. 2. Meeting Traffic Level of Service D. “That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. Immediately planned arterial and collector streets are those listed in the City’s adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four year if they are an associated crossing, interchange, or approach street improvement to Interstate 5.”

B41. See Finding B27, above. These criteria are satisfied.

Subsection 4.140 (.09) J. 3. Concurrency for Other Facilities and Services. “That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services.”

B42. As shown on the Composite Utility Plan, Plan Sheet 6, existing or immediately planned facilities and services are sufficient to serve the planned row house development. These criteria are satisfied.

Section 4.178 Sidewalk and Pathway Standards.

- **Sidewalks.** All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.
- **Bicycle facilities** shall be provided using a bicycle lane as the preferred facility design. The other facility designs listed will only be used if the bike lane standard cannot be constructed due to physical or financial constraints. The alternative standards are listed in order of preference.
- **Bike lane.** This design includes 12-foot minimum travel lanes for autos and paved shoulders, 5-6 feet wide for bikes that are striped and marked as bicycle lanes. This shall be the basic standard applied to bike lanes on all arterial and collector streets in the City, with the exception of minor residential collectors with less than 1,500 (existing or anticipated) vehicle trips per day.”

B43. The proposed PDP matches the SAP Central approval, in this regard. These criteria are satisfied.

REQUEST C
ZONE MAP AMENDMENT

This request is for approval of a Zone Map Amendment from the Public Facility zone to the Village (V) zone for 1.52 acres involving Lot No. 83 of Villebois Village Center No. 3 subdivision. Because the service levels vary throughout the City, the zoning process allows for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions related to needed public facilities improvements. All land development proposals are reviewed for conformity with the Comprehensive Plan and specific standards set forth in the zoning ordinance.

As set forth in Subsection 4.197(.02) of the Wilsonville Code, in recommending approval or denial of a proposed zone map amendment, the Board must at a minimum, adopt findings addressing Criteria A-G, below.

Criterion ‘A’

“That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008 or, in the case of a Planned Development, Section 4.140.”

C1. The applicant has provided findings in Exhibit B1 addressing the Zone Map Amendment criteria, which are included in this staff report as findings for approval. Approval of the proposed Zoning Map Amendment is contingent on approval by the City Council by a City Ordinance.

Criterion ‘B’

“That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text.”

Proposed Comprehensive Plan Designation: Village

C2. The subject site is currently zoned Public Facility (PF). The applicant proposes to change the Public facility (PF) Zone to the Village (V) zone on 1.52 acres, including the adjacent public streets. On the basis of Section 4.125 the applicant is seeking the appropriate V zone based on the ‘Village’ Comprehensive Plan Map designation.

C3. The proposed Comprehensive Plan Map designation is ‘Village’. The gross site area is 1.52 acres. The proposed Preliminary Development Plan is reviewed in Request B of this staff report.

C4. The applicant’s zone change proposal would enable the development of the proposed row houses, which are located in the center of Villebois Village. The applicant’s response findings in Exhibit B1 speak to providing residential development in the City, meeting these measures.

Area of Special Concern

C5. The subject property is not located in an area of special concern by the Comprehensive Plan.

Criterion ‘D’ – Public Facilities: “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

C6. The Development Engineering Manager recommended Public Facility (PF) conditions which impose further performance upon the Preliminary Development Plan application, and requires the applicant to provide adequate water and storm sewer infrastructure to serve the subject property. As currently configured, the subject property with the proposed PF conditions of approval will satisfy all design requirements regarding needed infrastructure improvements.

Criterion ‘E’ – Significant Resource Overlay Zone: “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/or geologic hazard are located on or abut the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone.”

C7. The subject property is not designated as being within the Significant Resource Overlay Zone (SROZ).

Criterion ‘F’ “That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

C8. The applicant’s submittal documents indicate the intent to develop the subject property soon after final approvals are obtained from the City within years 2015 – 2016, meeting code.

Criterion ‘G’ “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.”

C9. The applicant’s proposal, together with the Preliminary Development Plan conditions of approval will bring it into compliance with all applicable development standards.

Subsection 4.197(.03) provides that “If affirmative findings cannot be made for all applicable criteria listed above the Planning Commission or Development Review Board shall recommend that the proposed text or map amendment, as the case may be, be denied.”

C10. The applicant has made affirmative findings in Exhibit B1 to Subsection 4.197(.02)(A)-(G), meeting Subsection 4.197(.03).

Subsection 4.197(.04) stipulates that the “City Council action approving a change in zoning shall be in the form of a Zoning Order.”

C11. Staff recommends approval of the proposed Zone Map Amendment with no conditions of approval being proposed. A City Council Zoning Order and Ordinance regarding the proposed Zone Map Amendment is required subsequent to contingent approval of the requested companion applications.

Subsection 4.197(.05) provides “In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.”

C12. Staff recommends adoption of these findings to the Development Review Board in review of the application to modify the Zone Map designation from PF to V. Upon recommendation of approval by the Board, these will be forwarded to the City Council for final action.

REQUEST D: TENTATIVE SUBDIVISION PLAT

The applicant’s findings in Section III of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone. This subsection lists the permitted uses in the Village Zone.

D1. The proposed Tentative Subdivision Plat is for uses including row houses which are permitted in the Village Zone. These criteria are satisfied.

**Subsection 4.125 (.05) Development Standards Applying to All Development in Village Zone
Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards. This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.**

D2. The proposed Tentative Subdivision Plat shows blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the proposed PDP. These criteria are satisfied.

Subsection 4.125 (.05) B. Access Standards “All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer.”

D3. The proposed row houses are designed with garage access at alleys so there is no need for a reservation strip on the street side of lots.

Table V-1: Development Standards in the Village Zone. This table shows the development standards, including setback for different uses in the Village Zone.

D4. The proposed lots facilitate row house construction that meets relevant standards of the Table V1. These criteria are satisfied.

Subsection 4.125 (.07) Off-Street Parking, Loading and Bicycle Parking. “Except as required by Subsections (A) through (D), below, the requirements of Section 4.155 shall apply within the Village zone.”

D5. Nothing concerning the proposed Tentative Subdivision Plat would prevent the required parking from being built. These criteria are satisfied.

Subsection 4.125 (.08) Open Space Requirements. This subsection establishes the open space requirements for the Village Zone.

D6. The proposed Tentative Subdivision Plat shows the open space consistent with the requirements of the Village Zone. Consistent with the requirements of Section 4.125(.08)(C), a proposed condition of approval requires the City Attorney to review and approve pertinent bylaws, covenants, or agreements prior to recordation. These criteria are satisfied or will be satisfied by Condition of Approval PDD 4.

Subsection 4.125 (.09) A. 1. Street and Improvement Standards: General Provisions. “Except as noted below, the provisions of Section 4.177 shall apply within the Village zone:

Review Criteria:

- **General Provisions:**
- **All street alignment and access improvements shall conform to Figures 7, 8, 9A, and 9B of the Villebois Village Master Plan, or as refined in an approved Specific Area Plan, Preliminary Development Plan, or Final Development Plan, and the following standards:**
- **All street improvements shall conform to the Public Works Standards and the Transportation Systems Plan, and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.**
- **All streets shall be developed according to the Master Plan.”**

D7. The proposed Tentative Subdivision Plat shows street alignments, improvements, and access improvements consistent with the approved SAP Central, with the Master Plan and Transportation Systems Plan. These criteria are satisfied.

Subsection 4.125 (.09) A. 2. Street and Improvement Standards: Intersection of Streets

Review Criteria:

“Intersections of streets:

- **Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.**
- **Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of a thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety 90 degrees shall require approval by the City Engineer after consultation with the Fire District.**
- **Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:**
 - **1000 ft. for major arterials**
 - **600 ft. for minor arterials**
 - **100 ft. for major collector**
 - **50 ft. for minor collector**
- **Curb Extensions:**
 - **Curb extensions at intersections shall be shown on the Specific Area Plans required in Subsection 4.125(.18)(C) through (F), below, and shall:
Not obstruct bicycle lanes on collector streets.**
 - **Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections, meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”**

D8. The proposed Tentative Subdivision Plat shows street intersections consistent with these standards. These criteria are satisfied.

Subsection 4.125 (.09) A. 4. Street and Improvement Standards: Centerline Radius Street Curves.

Review Criteria:

“The minimum centerline radius street curves shall be as follows:

- **Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by the City Engineer.**
- **Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.**
- **Local streets: 75 feet”**

D9. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsections 4.125 (.09) A. 5. and 4.177 (.01) C. Street and Improvement Standards: Rights-of-way

Review Criteria:

- **“Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the Street System Master Transportation Systems Plan. All dedications shall be recorded with the County Assessor's Office.**
- **The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder’s Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.**
- **In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.”**

D10. Public rights-of-ways are already dedicated to the city meeting the above criteria.

Subsections 4.125 (.09) A. 6. and 4.177 (.01) E. Street and Improvement Standards: Access Drives

Review Criteria:

- **Access drives are required to be 16 feet for two-way traffic.**
- **An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.**
- **Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.**
- **Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.**
- **Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.**
- **Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.**

D11. The proposed Tentative Subdivision Plat shows alleys of sufficient 16 foot width to meet the width standards. Easements for fire access will be dedicated as required. These criteria are satisfied.

Subsections 4.125 (.09) A. 7. and 4.177 (.01) F. Street and Improvement Standards: Clear Vision Areas. “A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:” Listed 1. a.-f.

D12. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsections 4.125 (.09) A. 8. and 4.177 (.01) G. Street and Improvement Standards: Vertical Clearance. “a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives.”

D13. Nothing is shown on the proposed Tentative Subdivision Plat that would preclude the required clearance from being provided. This criterion is satisfied.

Subsections 4.125 (.09) A. 9. and 4.177 (.01) H. Street and Improvement Standards: Interim Improvement Standards.

Review Criteria: “It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Planning Commission, the following interim standards shall apply.

- **Arterials - 24 foot paved, with standard sub-base.** Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.
- **Half-streets are generally considered unacceptable.** However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
- **When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a single asphalt lift.** However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

D14. The area covered by the proposed Tentative Subdivision Plat does not include any interim improvements addressed by this subsection. These criteria are satisfied.

Subsection 4.202 (.01) through (.03) Plats Reviewed by Planning Director or DRB

Review Criteria: “Pursuant to ORS Chapter 92, plans and plats must be approved by the Planning Director or Development Review Board (Board), as specified in Sections 4.030 and 4.031, before a plat for any land division may be filed in the county recording office for any

land within the boundaries of the City, except that the Planning Director shall have authority to approve a final plat that is found to be substantially consistent with the tentative plat approved by the Board.

The Development Review Board and Planning Director shall be given all the powers and duties with respect to procedures and action on tentative and final plans, plats and maps of land divisions specified in Oregon Revised Statutes and by this Code.

Approval by the Development Review Board or Planning Director of divisions of land within the boundaries of the City, other than statutory subdivisions, is hereby required by virtue of the authority granted to the City in ORS 92.”

D15. The proposed Tentative Subdivision Plat is being reviewed by the Development Review Board according to this subsection. The final plat will be reviewed by the Planning Division under the authority of the Planning Director to ensure compliance with the DRB review of the tentative subdivision plat. These criteria are satisfied.

Subsection 4.202 (.04) A. Lots must be Legally Created for Issuing Development Permit. “No person shall sell any lot or parcel in any condominium, subdivision, or land partition until a final condominium, subdivision or partition plat has been approved by the Planning Director as set forth in this Code and properly recorded with the appropriate county.”

D16. It is understood that no lots will be sold until the final plat has been approved by the Planning Director and recorded. This criterion is satisfied.

Subsection 4.202 (.04) B. Prohibition of Creating Undersized Lots. “It shall be a violation of this Code to divide a tract of land into a parcel smaller than the lot size required in the Zoning Sections of this Code unless specifically approved by the Development Review Board or City Council. No conveyance of any portion of a lot, for other than a public use, shall leave a structure on the remainder of the lot with less than the minimum lot size, width, depth, frontage, yard or setback requirements, unless specifically authorized through the Variance procedures of Section 4.196 or the waiver provisions of the Planned Development procedures of Section 4.118.”

D17. No lots will be divided into a size smaller than allowed by the proposed Village “V” zoning designation. This criterion is satisfied.

Subsection 4.210 (.01) Pre-Application Conference. “Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010.”

D18. A pre-application conference was held in March 19, 2015 in accordance with this subsection. This criterion is satisfied.

Subsection 4.210 (.01) A. Preparation of Tentative Plat. “The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal.”

D19. Plan Sheet 4 of Section IIB of Exhibit B1 is the proposed Tentative Subdivision Plat, prepared in accordance with this subsection. This criterion is satisfied.

Subsection 4.210 (.01) B. Tentative Plat Submission. “The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:”

D20. The proposed Tentative Subdivision Plat has been submitted with the required information. These criteria are satisfied.

Subsection 4.210 (.01) D. Land Division Phases to Be Shown. “Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.”

D21. The land is intended to be developed in a single phase. These criteria are satisfied.

Subsection 4.210 (.01) E. Remainder Tracts. “Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.”

D22. The affected property has been incorporated into the proposed Tentative Subdivision Plat. These criteria are satisfied.

Subsection 4.236 (.01) Conformity to the Master Plan or Map. “Land divisions shall conform to and be in harmony with the Transportation Master Plan (Transportation Systems Plan), the Bicycle and Pedestrian Master Plan, the Parks and Recreation Master Plan, the Official Plan or Map and especially to the Master Street Plan.”

D23. The proposed Tentative Subdivision Plat is consistent with applicable plans including the Transportation Systems Plan and Villebois Village Master Plan. These criteria are satisfied.

Subsection 4.236 (.02) Relation to Adjoining Street System

Review Criteria:

- A land division shall provide for the continuation of the principal streets existing in the adjoining area, or of their proper projection when adjoining property is not developed, and shall be of a width not less than the minimum requirements for streets set forth in these regulations. Where, in the opinion of the Planning Director or Development Review Board, topographic conditions make such continuation or conformity impractical, an exception may be made. In cases where the Board or Planning Commission has adopted a plan or plat of a neighborhood or area of which the proposed land division is a part, the subdivision shall conform to such adopted neighborhood or area plan.
- Where the plat submitted covers only a part of the applicant's tract, a sketch of the prospective future street system of the un-submitted part shall be furnished and the

street system of the part submitted shall be considered in the light of adjustments and connections with the street system of the part not submitted.

- At any time when an applicant proposes a land division and the Comprehensive Plan would allow for the proposed lots to be further divided, the city may require an arrangement of lots and streets such as to permit a later re-subdivision in conformity to the street plans and other requirements specified in these regulations.

D24. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsection 4.236 (.03) Streets: Conformity to Standards Elsewhere in the Code. “All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone.”

D25. The proposed Tentative Subdivision Plat shows streets consistent with the proposed PDP under Request B, which meets Section 4.177 and the block requirements of the zone. These criteria are satisfied.

Subsection 4.236 (.04) Creation of Easements. “The Planning Director or Development Review Board may approve an easement to be established without full compliance with these regulations, provided such an easement is the only reasonable method by which a portion of a lot large enough to allow partitioning into two (2) parcels may be provided with vehicular access and adequate utilities. If the proposed lot is large enough to divide into more than two (2) parcels, a street dedication may be required.”

D26. No specific easements are requested pursuant to this subsection. These criteria are satisfied.

Subsection 4.236 (.05) Topography. “The layout of streets shall give suitable recognition to surrounding topographical conditions in accordance with the purpose of these regulations.”

D27. The proposed Tentative Subdivision Plat shows street alignments recognizing topographic conditions. This criterion is satisfied.

Subsection 4.236 (.06) Reserve Strips. “The Planning Director or Development Review Board may require the applicant to create a reserve strip controlling the access to a street. Said strip is to be placed under the jurisdiction of the City Council, when the Director or Board determine that a strip is necessary:”

D28. No reserve strips are being required for the reasons listed in this subsection. These criteria are satisfied.

Subsection 4.236 (.07) Future Expansion of Street. “When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-end street may be approved without a turn-around. Reserve strips and street plums shall be required to preserve the objective of street extension.”

D29. SW Costa Circle West and SW Orleans Avenue were built with two previous phases of Villebois (PDP-2N and PDP-4C). SW Paris Avenue and SW Collina Lane will be extended as a part of this proposal. These criteria are satisfied.

Subsection 4.236 (.08) Additional Right-of-Way for Existing Streets. “Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall conform to the designated width in this Code or in the Transportation Systems Plan.”

D30. All necessary rights-of-ways abutting to the north and east were previously dedicated. The Engineering Division is requiring that additional right-of-way be dedicated and constructed along the west and south sides of the site. See Condition of Approval PFB 32. These criteria are satisfied.

Subsection 4.236 (.09) Street Names. “No street names will be used which will duplicate or be confused with the names of existing streets, except for extensions of existing streets. Street names and numbers shall conform to the established name system in the City, and shall be subject to the approval of the City Engineer.”

D31. Street names have been established. These criteria are satisfied.

Subsection 4.237 (.01) Blocks

Review Criteria:

- **The length, width, and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated, consideration of needs for convenient access, circulation, control, and safety of pedestrian, bicycle, and motor vehicle traffic, and recognition of limitations and opportunities of topography.**
- **Sizes: Blocks shall not exceed the sizes and lengths specified for the zone in which they are located unless topographical conditions or other physical constraints necessitate larger blocks. Larger blocks shall only be approved where specific findings are made justifying the size, shape, and configuration.**

D32. The proposed Tentative Subdivision Plat shows blocks consistent with those in the approved “Large Lot Subdivision”, Villebois Village Center No. 3 subdivision (DB13-0043). These criteria are satisfied.

Subsection 4.237 (.02) Easements

Review Criteria:

- **Utility lines. Easements for sanitary or storm sewers, drainage, water mains, electrical lines or other public utilities shall be dedicated wherever necessary. Easements shall be provided consistent with the City's Public Works Standards, as specified by the City Engineer or Planning Director. All of the public utility lines within and adjacent to the site shall be installed within the public right-of-way or easement; with underground services extending to the private parcel constructed in conformance to the City's Public Works Standards. All franchise utilities shall be installed within a public utility easement. All utilities shall have appropriate easements for construction and maintenance purposes.**
- **Water courses. Where a land division is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further width as will be adequate for the purposes of conveying storm water and allowing for**

maintenance of the facility or channel. Streets or parkways parallel to water courses may be required.

D33. Proposed PF Condition of Approvals ensures all easements dealing with utilities are on the final plat. These criteria are satisfied or will be satisfied by Conditions of Approval.

Subsection 4.237 (.03) Mid-block Pedestrian and Bicycle Pathways

Review Criteria: “An improved public pathway shall be required to transverse the block near its middle if that block exceeds the length standards of the zone in which it is located.

- **Pathways shall be required to connect to cul-de-sacs or to pass through unusually shaped blocks.**
- **Pathways required by this subsection shall have a minimum width of ten (10) feet unless they are found to be unnecessary for bicycle traffic, in which case they are to have a minimum width of six (6) feet.**

D34. Pathways are not proposed within the project. These criteria are satisfied.

Subsection 4.237 (.04) Tree Planting & Tree Access Easements. “Tree planting plans for a land division must be submitted to the Planning Director and receive the approval of the Director or Development Review Board before the planting is begun. Easements or other documents shall be provided, guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property.”

D35. Street trees are proposed public right-of-ways. See Request E of this staff report for a detailed analysis of the proposed street tree program.

Subsection 4.237 (.05) Lot Size and Shape. “The lot size, width, shape and orientation shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots shall meet the requirements of the zone where they are located.”

D36. Proposed lot sizes, widths, shapes and orientations are appropriate for the proposed row house development and are in conformance with the Village Zone requirements. These criteria are satisfied.

Subsection 4.237 (.06) Access. “The division of land shall be such that each lot shall have a minimum frontage on a street or private drive, as specified in the standards of the relative zoning districts. This minimum frontage requirement shall apply with the following exceptions:” Listed A. and B.

D37. Each lot has the minimum frontage on a street or greenbelt. These criteria are satisfied.

Subsection 4.237 (.07) Through Lots. “Through lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or adjacent non-residential activity or to overcome specific disadvantages of topography and orientation.”

D38. No through lots are proposed. These criteria are satisfied.

Subsection 4.237 (.08) Lot Side Lines. “The side lines of lots, as far as practicable for the purpose of the proposed development, shall run at right angles to the street or tract with a private drive upon which the lots face.”

D39. Proposed side lot lines are at right angles with the front lot line. These criteria are satisfied.

Subsection 4.237 (.09) Large Lot Land Divisions. “In dividing tracts which at some future time are likely to be re-divided, the location of lot lines and other details of the layout shall be such that re-division may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of buildings within future street locations shall be made a matter of record if the Development Review Board considers it necessary.”

D40. No future divisions of the lots included in the tentative subdivision plat are proposed or likely. These criteria are satisfied.

Subsection 4.237 (.10) and (.11) Building Line and Built-to Line

Review Criteria: The Planning Director or Development Review Board may establish special:

- **Building setbacks to allow for the future re-division or other development of the property or for other reasons specified in the findings supporting the decision. If special building setback lines are established for the land division, they shall be shown on the final plat.**
- **Build-to lines for the development, as specified in the findings and conditions of approval for the decision. If special build-to lines are established for the land division, they shall be shown on the final plat.**

D41. No building lines or built-to lines are proposed or recommended. These criteria are satisfied.

Subsection 4.237 (.12) Land for Public Purposes. “The Planning Director or Development Review Board may require property to be reserved for public acquisition, or irrevocably offered for dedication, for a specified period of time.”

D42. No property reservation is recommended as described in this subsection. This criterion is satisfied.

Subsection 4.237 (.13) Corner Lots. “Lots on street intersections shall have a corner radius of not less than ten (10) feet.”

D43. All proposed corner lots meet the minimum corner radius of ten (10) feet. This criterion is satisfied.

**REQUEST E
TYPE 'C' TREE PLAN**

Subsection 4.610.40 (.02) and Subsection 4.610.30 (.02) Submittal Requirements

E1. The Arborist Report was prepared by Morgan Holen, dated March 21, 2015. As indicated in the table below the applicant has submitted the required documentation under Subsection 4.610.40 (02). The requirements of these subsections are thus satisfied.

E2. Removal Evaluation Table:

Requirement	Submitted	Waiver Granted		Condition of Approval	Not Applicable	Additional findings/notes
		Info Already Available to City	Info Not Necessary for Review			
Statement why removal is necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Description of trees (common name, d.b.h.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name of person removing (if known)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Time of removal (if known)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Map showing location of tree(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Arborist's Report (health and condition, species, common name, d.b.h.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tree protection information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Replacement tree description (species, size, number, cost)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

This application has been reviewed according the standards and processes referenced in this subsection. This provision is satisfied.

Section 4.620.00 Tree Relocation, Mitigation, or Replacement
Subsection 4.620.00 (.01) Tree Replacement Required within One Year

E3. This subsection requires a Type ‘C’ Tree Removal Permit grantee to replace or relocate each removed tree having six inches (6”) or greater d.b.h. within one year of removal. Fifteen regulated trees are proposed for removal; two (2) trees are proposed to be retained. See Plan Sheet 8 of Section VC the submitted notebook, Exhibit B1.

Subsection 4.620.00 (.02) Basis for Determining Replacement

E4. This subsection requires that removed trees be replaced on a basis of one (1) tree replanted for each tree removed. It also requires all replacement trees measure two inches (2”) caliper. One (1) tree is being replaced for each tree removed, all of which will be two inch (2”) caliper. The provisions of this subsection will be satisfied through PDE 1.

Subsection 4.620.00 (.03) A. Replacement Tree Requirements-Comparable Characteristics

E5. This subsection identifies the requirements for replacement trees including: having characteristics similar to removed trees; being appropriately chosen for the site from an approved tree species list provided by the City, and being of state Department of Agriculture Nursery Grade No. 1 or better. The applicant proposes mitigating with trees that will be more appropriate for the site.

Subsections 4.620.00 (.03) B. and C. Replacement Tree Requirements-Tree Care and Guarantee

E6. These subsections require replacement trees be staked, fertilized and mulched, and be guaranteed by the permit grantee or the grantee’s successors-in-interest for two (2) years after the planting date. A “guaranteed” tree that dies or becomes diseased during the two (2) year period is required to be replaced. A condition of approval ensures the requirements of these subsections are met.

Subsection 4.620.00 (.3) D. Replacement Tree Requirements- Encouragement of Diversity of Species

E7. This subsection encourages a diversity of tree species to be planted. A variety of trees are being removed and a variety is being planted, maintaining substantially similar diversity of species on the property. See Condition of Approval PDE 2.

Subsection 4.620.00 (.04) Additional Requirements for Replacement Trees

E8. This subsection requires replacement trees consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade. Condition of Approval PDF 6 ensures the requirements of these subsections are met.

Subsection 4.620.00 (.05) Replacement Tree Location - Review Required

E7. The trees that are proposed to be removed will be replaced by the trees illustrated in the applicant's landscape plan (Plan Sheet L1 of Section VIB of Exhibit B1).

<p style="text-align: center;">REQUEST F: FINAL DEVELOPMENT PLAN (FDP) CONCLUSIONARY FINDINGS</p>
--

Section 4.125 V – Village Zone

(.02) Permitted Uses. Examples of principle uses that are typically permitted:

D. Row Houses

F1. All the proposed row house buildings are subject to Village Center Architectural Standards (VCAS). The row house buildings proposed along SW Costa Circle West, SW Paris Avenue, SW Orleans Avenue, and SW Collina Lane.

B. Access: All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer.

F2. Vehicular access to the proposed units is provided via public street and private alleys.

D. Fencing:

F3. Regarding the above criterion, the applicant is not proposing fencing for the row house buildings. Furthermore, the Land Development Ordinance of the Wilsonville Code does not regulate locations and screening of trash, yard debris and recyclables containers for single family residences. Republic Services provides containers for collection of trash, yard debris and recyclables.

F. Fire Protection:

1. All structures shall include a rated fire suppression system (i.e., sprinklers), as approved by the Fire Marshal.

F4. The proposed row houses in this FDP application (Request F) will have fire suppression sprinklers installed as approved by the Fire Marshall, thereby meeting this criterion. The Building Division will assure compliance with this provision through review of submitted plans at the time of application for Building Permits.

Table V-1: Development Standards

F5. The following is an analysis of the appropriate setbacks for row houses in the Village Center:

- a. Front (5 – foot minimum). Porches, stairs, stoops, decks, canopies, bay windows, chimneys, awnings, and other building projections may encroach up to the Public way. The submitted plans indicate that the row house buildings will be setback 5 feet to the porch and/or front building plane.
- b. Side: No setback required. Proposed is 0 feet typical.
- c. Rear: No setback required. Proposal varies at alleys.

B. Minimum and Maximum Off-Street Parking Requirements:

- 1. **Table V-2, Off-Street Parking Requirements, below, shall be used to determine the minimum and maximum parking standards for noted land uses. The minimum number of required parking spaces shown in Table V-2 shall be determined by rounding to the nearest whole parking space. For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required.**

Table V-2: Off Street Parking Requirements				
	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Permitted or Conditional Use				
Permitted Uses				
Single-Family Detached Dwellings	1.0/DU	NR	NR	NR
Single-Family Accessory Dwelling Units	1.0/DU	NR	NR	NR
Duplex	1.0/DU	NR	NR	NR
Row Houses	1.0/DU	NR	NR	NR

- 2. **Minimum parking requirements may be met by dedicated off-site parking, including surfaced parking areas and parking structures.**
- 3. **Except for detached single-family dwellings and duplexes, on-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking requirements.**
- 4. **Minimum parking requirements may be reduced under the following conditions:**
 - a. **When complimentary, shared parking availability can be demonstrated, or;**
 - b. **Bicycle parking may substitute for up to 25% of required Mixed-Use or Multi-Family Residential parking. For every five non-required bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement for compact spaces may be reduced by one space.**

F6. As indicated in the excerpt of Table V-2 above (emphasis added) the requirement for a row house is 1.0 space/dwelling unit. Proposed are thirty one (31) row houses. Based upon the requirement of 1.0 space/dwelling unit, the applicant is required to provide

minimum thirty one (31) parking spaces. In this case, each row house will have one-car garage. The proposed garage parking meets the requirements of Table V-2.

F7. Open Space Requirement: See the applicant's findings on page 6 of Section IIA of Exhibit B1 of the submittal notebook. Staff finds that this project meets the SAP approval and provides adequate open space.

(.09) Street and Access Improvement Standards

F8. Streets, sidewalks and access improvement standards are proposed as a part of the Preliminary Development Plan, Specific Area Plan – Central. Driveway intersections meet the clear vision requirements of Section 4.177.

(.11) Landscaping, Screening and Buffering

A. Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

1. Streets in the Village zone shall be developed with street trees as described in the Community Elements Book.

F9. See page 28 for a discussion about street trees.

(.13) Design Principles Applying to the Village Zone

A. The following design principles reflect the fundamental concepts, and support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities of the built environment within the Village zone.

F10. One of the three guiding design principles stated in the Villebois Village Master Plan is diversity. This diversity includes diversity of architectural style. The proposed row house buildings are French and English styles. The row houses have been designed by a licensed architect and were reviewed for consistency by the City consultant architect, Mr. Steve Coyle.

The proposed PDP and FDP comply with the form and function supported by the standards of this subsection. Staff finds that the proposed FDP does not affect the project's ability to comply with the design principles, but rather seeks to enhance it by providing architectural diversity and variety in its built form. This criterion is met.

(.14) Design Standards Applying to the Village Zone

A. The following Design Standards implement the Design Principles found in Section 4.125(.13), above, and enumerate the architectural details and design requirements applicable to buildings and other features within the Village (V) zone. The Design Standards are based primarily on the features, types, and details of the residential traditions in the Northwest, but are not intended to mandate a particular style or fashion. All development within the Village zone shall incorporate the following:

1. General Provisions:

- a. **Flag lots are not permitted.**
- F11.** The proposal does not include flag lots. This criterion is met.
- b. **The minimum lot depth for a single-family dwelling with an accessory dwelling unit shall be 70 feet.**
- F12.** This criterion is not applicable to row houses with no accessory dwelling units.
- c. **Village Center lots may have multiple front lot lines.**
- F13.** No lots in the FDP areas have multiple front lot lines. This criterion is therefore not applicable.
- d. **For Village Center lots facing two or more streets, two of the facades shall be subject to the minimum frontage width requirement. Where multiple buildings are located on one lot, the facades of all buildings shall be used to calculate the Minimum Building Frontage Width.**
- F14.** The proposed row house buildings are sited to their allowed setback lines and are in conformance with this standard.
- e. **Neighborhood Centers shall only be located within a Neighborhood Commons.**
 - f. **Commercial Recreation facilities shall be compatible with surrounding residential uses.**
 - g. **Convenience Stores within the Village zone shall not exceed 4,999 sq. ft., and shall provide pedestrian access.**
 - h. **Specialty Grocery Stores within the Village zone shall not be more 19,999 square feet in size.**
 - i. **A Grocery Store shall not be more than 40,000 square feet in size.**
- F15.** Mixed-use buildings are not part of this Final Development Plan review. These criteria are therefore not applicable.
- 2. **Building and site design shall include:**
 - a. **Proportions and massing of architectural elements consistent with those established in an approved Architectural Pattern Book or Village Center Architectural Standards.**
 - b. **Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.**
- F16.** A detailed discussion regarding the Community Elements Book and Village Center Architectural Standards can be found throughout this section of the staff report.
- c. **Protective overhangs or recesses at windows and doors.**
 - d. **Raised stoops, terraces or porches at single-family dwellings.**
 - e. **Exposed gutters, scuppers, and downspouts, or approved equivalent.**

F17. The proposed row house buildings must include protective overhangs, and recesses at windows and doors and exposed gutters and downspouts. The row house units each have a raised stoop at the front entrance. This criterion is met.

f. The protection of existing significant trees as identified in an approved Community Elements Book.

F18. See the detailed review in Request E of this staff report relative to the proposed Type 'C' Tree Plan. This criterion is met.

g. A landscape plan in compliance with Sections 4.125(.07) and (.11), above.

F19. The applicant has provided Planting Plans in compliance with Sections 4.125(.07) and (.11) [See Plan Sheets L1 and L2 of Section VB of Exhibit B1].

h. Building elevations of block complexes shall not repeat an elevation found on an adjacent block.

i. Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.

F20. Although the mix of styles have not yet been identified by the applicant, the proposed row house buildings along SW Costa Circle West and SW Collina Lane are allowed to provide building façades identical or similar in proportion and configuration, which would comply with this requirement.

j. A porch shall have no more than three walls.

F21. Porches are proposed to be in compliance with this requirement.

k. A garage shall provide enclosure for the storage of no more than three motor vehicles, as described in the definition of Parking Space.

F22. Each garage will provide space for one motor vehicle. This criterion is met.

3. Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards.

F23. See Finding B15, beginning on page 29 of this report.

4. Building systems, as noted in Tables V-3 and V-4 (Permitted Materials and Configurations), below, shall comply with the materials, applications and configurations required therein. Design creativity is encouraged. The LEED Building Certification Program of the U.S. Green Building Council may be used as a guide in this regard.

F24. The row house building systems of the FDP comply with the materials, applications, and configurations as required in Tables V-3 and V-4. This criterion is met.

(.15) Village Center Design Principles

A. In addition to the design principles found in Section 4.125(.13), above, the following principles reflect the fundamental concepts, support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities within the Village Center:

- 1. The buildings, streets and open spaces of the Village Center are intended to relate in such a way as to create an identifiable and related series of public and private spaces.**

F25. Staff finds that through coordinated planting plans the applicant has provided formal design that creates private open space. (Plan Sheets L1 and L2 of Section VB of Exhibit B1). This criterion is met.

(.16) Village Center Design Standards

A. In addition to the design standards found in Section 4.125(.14), above, the following Design Standards are applicable to the Village Center, exclusive of single-family detached dwellings and row houses.

F26. The proposal is for attached row houses. This criterion is not applicable.

(.18) Village Zone Development Permit Process. Except as noted below, the provision of Sections 4.140(.02) through (.06) shall apply to development in the Village zone.

B. Unique Features and Processes of the Village (V) Zone: To be developed, there are three (3) phases of project approval. Some of these phases may be combined, but generally the approvals move from the conceptual stage through to detailed architectural, landscape and site plan review in stages. All development within the Village zone shall be subject to the following processes:

- 2. Preliminary Development Plan (PDP) approval by the Development Review Board, as set forth in Sections 4.125(.18)(G) through (K) (Stage II equivalent), below. Following SAP approval, an applicant may file applications for Preliminary Development Plan approval (Stage II equivalent) for an approved phase in accordance with the approved SAP, and any conditions attached thereto. Land divisions may also be preliminarily approved at this stage. Except for land within the Central SAP or multi-family dwellings outside the Central SAP, application for a Zone Change and Final Development Plan (FDP) shall be made concurrently with an application for PDP approval. The SAP and PDP/FDP may be reviewed simultaneously when a common ownership exists. Final Development Plan (FDP) approval by the Development Review Board or the Planning Director, as set forth in Sections 4.125(.18)(L) through (P) (Site Design Review equivalent), below, may occur as a separate phase for lands in the Central SAP or multi-family dwellings outside the Central SAP.**

F27. The applicant is seeking Preliminary and Final Development Plan approvals for the proposed row house buildings. Pursuant to Section 4.125 (.20) the proposed FDP is being processed subject to the same procedural requirements.

L. Final Development Plan Approval Procedures (Equivalent to Site Design Review):

- 1. Unless an extension has been granted by the Development Review Board as enabled by Section 4.023, an application for FDP approval on lands within the Central SAP or multi-family dwellings outside of the Central SAP shall be filed within two (2) years after the approval of a PDP. All applications for approval of a FDP shall:**
 - a. Be filed with the City Planning Division for the entire FDP, or when submission of the PDP in phases has been authorized by the Development Review Board, for a phase in the approved sequence.**
 - b. Be made by the owner of all affected property or the owner's authorized agent.**
 - c. Be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution.**
 - d. Set forth the professional coordinator and professional design team for the project. [Section 4.125(.18)(L) amended by Ord. No. 587, 5/16/05]**

F28. The subject property is located in Phase 6 area of SAP Central. The applicant has provided an application submitted by the property owner's authorized agent. Included in this application package is the required application form and FDP application fees. Also included in the submittal package are the names and contact information of the professional coordinator and design team for the proposed project. This provision is therefore satisfied.

M. FDP Application Submittal Requirements:

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.034.**

F29. Section 4.034(.08) requires that applications for development approvals within the Village zone be reviewed in accordance with the standards and procedures of Section 4.125.

N. FDP Approval Procedures

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.125.**

F30. A detailed discussion of Section 4.125 can be found throughout this staff report.

O. FDP Refinements to an Approved Preliminary Development Plan

- 1. In the process of reviewing a FDP for consistency with the underlying Preliminary Development Plan, the DRB may approve refinements, but not amendments, to the PDP. Refinements to the PDP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section 4.125(.18)(O)(2), below.**
 - a. Refinements to the PDP are defined as:**

- i. Changes to the street network or functional classification of streets that do not significantly reduce circulation system function or connectivity for vehicles, bicycles or pedestrians.
 - ii. Changes to the nature or location of park type, trails, or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the PDP.
 - iii. Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.
 - iv. Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the affected PDP. For purposes of this subsection, “land uses” or “uses” are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another.
[Section 4.125(.18)(O)(1)(a)(iv) amended by Ord. No. 587, 5/16/05.]
 - v. Changes that are significant under the above definitions, but necessary to protect an important community resource or substantially improve the functioning of collector or minor arterial roadways.
- b. As used herein, “significant” means:
- i. More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(O)(1)(a), above, or,
 - ii. That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(F)(1)(a), above.

F31. For purposes of this subsection, “land use” is defined in the aggregate as specialty condos, mixed use condos, urban apartments, condos village apartments, neighborhood apartments and row houses. The applicant does propose to refine the land use housing category in Request A, in order to develop 31 row house units within seven (7) buildings. Except for the SAP refinements discussed in Request A, the nature or location of utilities is not changed with the FDP.

P. FDP Approval Criteria

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.421.

F32. A detailed discussion regarding Section 4.421 can be found beginning on page 74 of this staff report.

- 2. An application for an FDP shall demonstrate that the proposal conforms to the applicable Architectural Pattern Book, Community Elements Book, Village Center Architectural Standards and any conditions of a previously approved PDP. [Section 4.125(.18)(P)(2) amended by Ord. No. 595, 9/19/05.]

F33. Findings for conformance regarding the Community Elements Book begin on page 28, and the check list *Village Center Architectural Standards* can be found beginning on page 63 of this staff report.

Village Center Architectural Standards – All Row House Buildings Within This Project

F34. A detailed discussion of the *Village Center Architectural Standards* can be found can be found beginning on page 63 of this staff report.

Rainwater Management Program

F35. The proposed PDP requires a system of rainwater swales and components throughout the project. Rainwater swales and facilities are approved stormwater/rainwater components in the approved Specific Area Plan – Central Rainwater Management Program. A refinement to the Rainwater Management Plan is proposed as a part of this application. The applicant has provided two (2) swales and four (4) facilities. This criterion is met.

F36. Pursuant to Section 4.125(.18)(B)(2), a FDP application is the equivalent of Site Design Review. Staff finds that the applicant has submitted the required documents (See Exhibit B1). This provision is therefore satisfied.

F37. Section 4.420(.01) Jurisdiction and Powers of the Board. Section 4.420(.01) exempts row houses in the Village zone from Site Design Review in Sections 4.400 – 4.450 WC.

Sections 4.154 – 4.199, General Development Regulations

Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.

F38. Section 4.155 provides requirements for parking lots and loading areas. There are no off-street parking lots or loading areas associated with the proposed development. Provisions specific to the design of parking lots and loading areas are therefore not applicable.

F39. In addition to requirements for parking lot and loading area design, Section 4.155 provides parking requirements specific to use, however, within the Village zone Section 4.125(.07), specifically Table V-2, shall be used to determine the minimum and maximum parking standards for noted land uses. The required parking for row houses is 1.0/dwelling unit. The applicant is proposing to build 31 attached row houses in seven (7) buildings. Based upon the requirement of 1.0/dwelling unit, the applicant is required to provide 31 parking spaces. The applicant has submitted plans to demonstrate that each row home includes a one-car garage, which provides one off-street parking spaces per dwelling. With no expressed maximum number of spaces for detached row houses, the proposed parking meets the requirements of Table V-2.

Section 4.176. Landscaping, Screening, and Buffering.

(.02) Landscaping and Screening Standards.

A. Subsections “C” through “I,” below, state the different landscaping and screening standards to be applied throughout the City. The locations where the landscaping

and screening are required and the depth of the landscaping and screening is stated in various places in the Code.

- B.** All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length (e.g., a landscaped area of between 800 and 1600 square feet shall have two trees if the standard calls for one tree per 800 square feet.
- C. General Landscaping Standard.**
- 1. Intent.** The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.
 - 2. Required materials.** Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:
 - a.** Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.
 - b.** Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.
- F40.** As demonstrated in the submitted plans (See Section IIB of Exhibit B1), the proposed row house units will have zero (0) feet side yard building lines, meeting code. Landscaping is proposed in common areas within the project.
- (.03) Landscape Area.** Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable.
- F41.** The applicant has provided graphic representation that more than 15% of the common open space property will be landscaped. Approximately 0.15 acres is proposed as open space, or 9.8% of PDP-6C. In addition, the Parks Master Plan for Villebois states that there are 57.87 acres of parks and 101.46 acres of open space for a total 159.33 acres within Villebois, approximately 33%, exceeding the 15% landscaping requirement. This criterion is satisfied.

(.04) Buffering and Screening. Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

- A. All intensive or higher density developments shall be screened and buffered from less intense or lower density developments.
- B. Activity areas on commercial and industrial sites shall be buffered and screened from adjacent residential areas. Multi-family developments shall be screened and buffered from single-family areas.

F42. Additional buffering and screening is not required. Private yards are not proposed for additional screening. This criterion is therefore not applicable.

- C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.
- D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.
- E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.
- F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fenceline shall require Development Review Board approval.

F43. All exterior, roof, and ground mounted equipment will be screened from ground level off-site views. No outdoor storage areas exist in the subject areas, nor do any loading areas, docks, truck parking or fences over six (6) feet in height. Staff finds this criterion to be met.

(.06) Plant Materials.

A. Shrubs and Ground Cover.

F44. The applicant has provided graphic representation showing proposed trees, shrubs and ground covers (See , Plan Sheets L1 and L2 of Section VIB of Exhibit B1). All shrubs must be well branched and typical of their type as described in current AAN standards. All shrubs will be equal to or better than two-gallon size with a 10- to 12-inch spread and all ground cover will be at least one-gallon containers and spaced appropriately.

B. Trees.

F45. As shown on Plan Sheet L1, proposed tree species has been selected from the Villebois Plant List in the Community Elements Book. All proposed street trees must meet the minimum 2” caliper code requirement for primary trees. Any small deciduous ornamental or flowering trees must meet the minimum 1¾” caliper code requirement for secondary or accent trees.

- C. Where a proposed development includes buildings larger than twenty-four (24) feet in height or greater than 50,000 square feet in footprint area, the Development Review Board may require larger or more mature plant materials:

1. At maturity, proposed trees shall be at least one-half the height of the building to which they are closest, and building walls longer than 50 feet shall require tree groups located no more than fifty (50) feet on center, to break up the length and height of the façade.
2. Either fully branched deciduous or evergreen trees may be specified depending upon the desired results. Where solar access is to be preserved, only solar-friendly deciduous trees are to be used. Where year-round sight obscuring is the highest priority, evergreen trees are to be used.
3. The following standards are to be applied:
 - a. Deciduous trees:
 - i. Minimum height of ten (10) feet; and
 - ii. Minimum trunk diameter (caliper) of 2 inches (measured at four and one-half [4 1/2] feet above grade).
 - b. Evergreen trees: Minimum height of twelve (12) feet.

F46. The structures are proposed to be approximately 32 feet tall. The largest proposed row house buildings would be approximately 10,800 sq. ft. in total floor area, far below 50,000 sq. ft. These requirements are not applicable, as a result.

D. Street Trees.

F47. See Finding F45, above.

(.08) Landscaping on Corner Lots.

All landscaping on corner lots shall meet the vision clearance standards of Section 4.177. If high screening would ordinarily be required by this Code, low screening shall be substituted within vision clearance areas. Taller screening may be required outside of the vision clearance area to mitigate for the reduced height within it.

F48. Condition of approval PDF 9 requires that all landscaping on corner lots meet the vision clearance standards of Section 4.177.

Section 4.177. Street Improvement Standards.

(.01) Except as specifically approved by the Development Review Board, all street and access improvements shall conform to the Transportation Systems Plan and the Public Works Standards, together with the following standards:

E. Access drives and travel lanes.

1. An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
2. Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
3. Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
4. Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
5. Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.

F49. SW Costa Circle West and SW Orleans Avenue were built during previous phases of SAP North and SAP Central. SW Paris Avenue, and SW Collina Lane, fronting the subject lots for three row house buildings, must each be built to public street standards. Garages will have vehicle access from private alleys (Tract KKK), according to Preliminary Plat, Plan Sheet 4. The alleys are 20 feet wide, with 16-foot-wide travel lanes to accommodate two-way traffic. These criteria are met.

F. Corner or clear vision area.

- 1. A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:**
 - a. Light and utility poles with a diameter less than 12 inches.**
 - b. Trees less than 6" d.b.h., approved as a part of the Stage II Site Design, or administrative review.**
 - c. Except as allowed by b., above, an existing tree, trimmed to the trunk, 10 feet above the curb.**
 - d. Official warning or street sign.**
 - e. Natural contours where the natural elevations are such that there can be no cross-visibility at the intersection and necessary excavation would result in an unreasonable hardship on the property owner or deteriorate the quality of the site.**

F50. Condition of Approval PDF 9 will require that corner or clear vision areas are maintained consistent with this provision and the Public Works Standards.

Section 4.178. Sidewalk and Pathway Standards.

(.01) Sidewalks. All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.

F51. Sidewalks must be concrete and at least 5 feet wide. See Condition of Approval PFB 5.

(.03) Bicycle and pedestrian paths shall be located to provide a reasonably direct connection between likely destinations. A reasonably direct connection is a route which minimizes out-of-direction travel considering terrain, physical barriers, and safety. The objective of this standard is to achieve the equivalent of a 1/4 mile grid of routes.

F52. The proposal does not seek to amend the bicycle and pedestrian network. This criterion is therefore not applicable.

(.04) Pathway Clearance.

- A. Vertical and horizontal clearance for bicycle and pedestrian paths is specified in the Public Works Standards. The clearance above equestrian trails shall be a minimum of ten feet.**

- F53.** As shown in the submitted plans, all potential obstructions are at least one foot from the edge of the pathway surfaces, and vertical clearance will be maintained. This criterion is met.

Village Center Standards Applying to All Buildings

A: Standards Applying to All Buildings

1.1 Building Types

The Building Type, as per Table V-1: Development Standards (Village Zone) sets the building height and setback requirements. Additionally, the character of each Address is derived, in part, from assumptions about the types of products that will be developed. Therefore, this document establishes the appropriate Building Type(s) for each Address. For example, the Architectural Standards for The Courtyard Address assumes that a Row House building type is most appropriate to the intended character of the space. Whether the dwelling units are apartments, condominiums, or fee-simple is beyond the scope of this document.

All buildings outside the Address overlays shall meet the development standards of the Village Zone per the proposed Building Type. Row houses outside of an Address overlay may be detached or attached and are subject to ‘Row Houses – Village Center’ in Table V-1: Development Standards (Village Zone).

- F54.** The separation of the proposed row house buildings allows for breaks in roof forms which further articulate the vertical proportion of the facades. This criterion is met.

1.2 Building Height and Roof Form

Intent: Strengthen the perception of streets and open spaces as public rooms by establishing a consistency of façade heights and roof forms.

Required Standards:

- 1. Maximum Building Height shall be as required by Table V-1: Development Standards (Village Zone).**

- F55.** The maximum building height for row house buildings in the Village Center, as required by Table V-1, is 45 feet. The maximum building height as measured from finished grade to midpoint of highest pitched roof of the proposed three-story, row house buildings is approximately 34 feet. This proposed height does not exceed the allowed maximum; therefore, this criterion is met.

- 2. See Address for other height limitations, such as number of stories or Average Façade Height.**

- F56.** The proposed row houses are not located within any of the Addresses found within SAP Central. This criterion is not applicable to the request.

3. Building Height measurement is defined in Section 4.001 Definitions (Village Zone).

F57. The maximum building height was measured from finished grade to midpoint of highest pitched roof per the definition of building or structure height. This is consistent with Section 4.001; therefore, this criterion is met.

4. Rooftop equipment shall be screened from view of taller buildings, whether existing or future, to the extent feasible.

F58. No rooftop equipment is proposed on the subject row house buildings. This criterion is therefore not applicable.

5. At least two roof gardens within SAP Central shall be provided where appropriate to desired roof from (i.e. flat roofs)

F59. The subject property is within SAP-Central. The proposal is for row houses with pitched roofs. Roof gardens are not appropriate for the proposed row house buildings.

Optional:

- **Buildings are encouraged to approach the maximum allowable height or number of stories.**
- **Building design should minimize the impact of shading of public and private outdoor areas from mid-morning and mid-afternoon hours.**

F60. Proposed row house buildings are three (3) stories high, meeting code.

1.3 Horizontal Façade Articulation

Intent: Reduce the apparent bulk of large buildings by breaking them down into smaller components. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.

Required Standards:

- 1. Horizontal articulation: Horizontal facades shall be articulated into smaller units. Appropriate methods of horizontal façade articulation include two or more of the following elements: change of facade materials, change of color, facade planes that are vertical in proportion, bays and recesses, breaks in roof elevation, or other methods as approved. (See individual Address for allowed and encouraged methods of horizontal articulation.)**

F61. Row houses are typically vertical in nature. Horizontal articulation is achieved by creating 15 to 24' wide facade planes that are vertical in proportion. The brick veneer exteriors reinforces the vertical proportion of the facades. Staff also finds that the use front door stoops, wide window and door trim further define the façade. This criterion is met.

- 2. Building facades should incorporate design features such as offsets, projections, reveals, and/or similar elements to preclude large expanses of uninterrupted building surfaces.**

F62. The proposed row house buildings are in groups of four to five attached row house units, which serve to prevent large expanses of building surfaces. The use front door stoops, wide window and door trim further define each façade. This criterion is met.

Optional:

- Articulation should extend to the roof. The purpose is not to create a regular rigid solution but rather to break up the mass in creative ways.**

F63. The proposed row house buildings allow for breaks in the roof form, which further articulate the vertical proportion of the façades. This criterion is met.

1.1 Vertical Façade Articulation for All Mixed Use Buildings

F64. The PDP proposal is for 31 row house units. This criterion is not applicable to the proposal.

3.1 Exterior Building Materials and Color

Intent: Ensure a standard of quality that will be easily maintained and cared for over time. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.

Required Standards:

- 1. When multiple materials are used on a façade, visually heavier and more massive materials shall occur at the building base, with lighter materials above the base. A second story, for example, shall not appear heavier or demonstrate greater mass than the portion of the building supporting it. Generally, masonry products and concrete are considered “heavier” than other façade materials.**

F65. The applicant is proposing combinations of brick or stone veneer, lap or stucco siding and wood trim. This criterion is met.

- 2. Bright, intense colors shall be reserved for accent trim. However, a color palette that includes more intense color may be considered upon review of a fully colored depiction of the building.**

F66. Most of the building façades will have brick or stone veneer, lap or stucco siding and wood trim. The proposed color palettes are limited to window and door trim in dark, earthen colors. This criterion is met.

- 3. Bright colors shall not be used for commercial purposes to draw attention to a building.**

F67. The proposal is for residential use in the form of 31 row houses in seven (7) buildings. This criterion is not applicable.

4. Concrete block shall be split-faced, ground-faced, or scored where facing a street or public way. Concrete block is discouraged around the plaza.

F68. The proposal does not include the use of concrete block; therefore, this criterion is not applicable.

5. Exteriors shall be constructed of durable and maintainable materials that have texture, pattern, or lend themselves to quality detailing.

F69. The applicant is proposing brick or stone veneer, lap or stucco siding and wood trim. These materials have proven to be durable and maintainable materials that have texture, pattern and can be utilized in varying patterns to provide quality detailing. This criterion is met.

Optional:

- **Exterior materials should have an integral color, patterning, and/or texture.**
- **Sustainable building materials and practices are strongly encouraged. Programs such as the Portland General Electric Earth Advantage and the LEED Building Certification Program of the U.S. Green Building Council may be used as guides in this regard.**

F70. At building permit review, the applicant will coordinate with the Building Division about sustainable construction techniques.

3.2 Architectural Character

Intent: Encourage creative expression through diversity of architectural character. Ensure consistency and accuracy of architectural styles.

Required Standards:

1. Each building shall have a definitive, consistent Architectural character (see glossary). All primary facades of a building (those facades that face a public street) shall be designed with building components and detail features consistent with the architectural character of the building.

F71. The front elevations of the proposed row house buildings including materials and architectural details, have been designed by a licensed architect. Colors are appropriate for the two respective architectural styles. Landscaping meets the Community Elements Book.

F72. “Architectural Character” is the combination of qualities that distinguish one design from another. Architectural character is intentionally open-ended to allow for contemporary interpretations of historic character. A row house in and of itself is a row of identical, or nearly identical, houses, situated side by side. Staff finds that through the use of similar materials and massing the proposed architecture meets this criterion.

- 2. Mixing of various Architectural Styles (see glossary) on the same building dilutes the character and is therefore not allowed. If a historic architectural style is selected, then all detail and trim features must be consistent with the architectural style.**
- F73.** “Architectural Style” is the combination of distinct features particular to a person, school, or era of architecture. The two (2) proposed Architectural Styles for the project are met by the applicant.
- 3. Secondary facades attached to a primary façade (such as a side wall not facing a public street) shall wrap around the building by incorporating building material features to the primary façade for a minimum of 25 percent of the overall wall length measured from the primary façade.**
- F74.** The side elevations of the row houses incorporate siding and detailing similar to the front elevation. Staff finds that the applicant has satisfactorily continued the use of stucco, and brick or stone veneer on each proposed side elevation. This criterion is met.
- 4. All visible sides of buildings should display a similar level of quality and visual interest. The majority of a building’s architectural features and treatments should not be restricted to a single façade.**
- F75.** As stated previously, the sides of the seven (7) row house buildings will face streets, requiring stucco siding, brick or rock veneer, and wood trim. In addition to the building materials, the applicant will continue detailed trim and window patterns on all elevations facing public view sheds. This criterion is met.
- 5. Accessory buildings should be designed and integrated with the primary building. Exterior facades of an accessory building should employ architectural, site, and landscaping design elements that are integrated with and common to those used on the primary structure.**
- F76.** Accessory buildings are not proposed as a part of this application. This criterion is therefore not applicable.
- 6. Applicants are encouraged to consult an architect or architectural historian regarding appropriate elements of architectural style.**
- F77.** The Elevations and Floor Plans (Section VIC of Exhibit B1) lists the name of architectural designer. This criterion is met.
- 7. In areas not within an address, building elevations of block complexes shall not repeat an elevation found on an adjacent block.**
- F78.** The site of the proposed row houses is not within an affected address. Therefore, this criterion is not applicable.

3.3 Ground Level Building Components

Intent: Provide an appropriate buffer between private zones and the public right-of-way. Encourage interaction between neighbors and between residents and pedestrians. Ensure that all ground floors reinforce the streetscape character.

Section 4.125 Table V-1 Row Houses Required Standards:

1. **Building setbacks and frontage widths shall be as required by Table V-1: Development Standards unless specifically noted otherwise by an Address requirement. Detached row houses shall not be separated at front façade by more than 10 feet, except as necessary to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, open space requirements, or as otherwise approved by the Development Review Board.**
- F79.** The proposed side yard between the row house units is 0 feet, meeting the Village Zone code requirements.
2. **Retail shall be oriented toward the adjacent street or public way and have direct access from sidewalks through storefront entries. Secondary entry from the parking lot side is allowed, however the street side shall have the primary entrance.**
- F80.** The proposal is for 31 row house units. No retail use is proposed.
3. **Mixed use buildings: residential entries, where opening to streets and public ways, shall be differentiated from adjacent retail entries and provide secure access through elevator lobbies, stairwells, and/or corridors.**
- F81.** The proposal is for 31 row house units. Mixed use is not proposed.
4. **All entries, whether retail or residential, shall have a weatherproof roof covering, appropriate to the size and importance of the entry but at least 4 feet deep and 4 feet wide.**
- D82.** The proposal includes provisions for covered stoops on all row house units at least four feet deep and four feet wide. This criterion is met.
- Building lighting, when provided, shall be indirect or shielded.**
- F83.** All exterior building lighting will include shielded fixtures, where required.
- F84.** The proposed architecture for the row house buildings in groups serves to reduce large expanses of building surfaces. Entry stoops and door pilaster projections serve to further break down the scale of the row house buildings. This criterion is met.
5. **Parking structures shall be screened from streets using at least two of the following methods:**
 - a) **Residential or commercial uses, where appropriate;**

- b) **Decorative grillwork (plain vertical or horizontal bars are not acceptable);**
- c) **Decorative artwork, such as metal panels, murals, or mosaics; and/or**
- d) **Vegetation, such as trees, shrubs, ground cover and/or vines, adjacent to the wall surface.**

F85. The proposal does not include a request for parking structures; therefore, this criterion is not applicable.

- 6. For mixed-use buildings, within the plaza address every storefront window shall have a canopy or awning.**

F86. The proposal is for 31 row house units. Mixed use is not proposed. This criterion is not applicable.

- 7. Reflective, heavily tinted, or other sight-obscuring glass is strongly discouraged in commercial spaces and on windows larger than four square feet.**

F87. The proposal is for 31 row house units. Reflective, tinted or sight-obscuring glass is not proposed.

- 9. Landscaping or other form of screening shall be provided when parking occurs between buildings and the street.**

F88. The proposal does not include parking between the buildings and street. The submitted drawings indicate that all garages will be alley-loaded. This criterion is therefore not applicable.

Optional:

- **Create indoor/outdoor relationships by opening interior spaces onto walkways and plazas and bring the “outdoors” into the building by opening interior spaces to air and light. Overhead garage doors, telescoping window walls, and low window sill heights are good strategies for creating indoor/outdoor relationships.**
- **The primary function of canopies and awnings is weather protection. Signage requirements are found in the Signage and Wayfinding Plan.**

F89. While these provisions are optional, all of the proposed row house buildings include front stoops off the front living spaces with window and doors to bring the outdoors in to the living spaces. In addition to providing entry stoops the applicant is proposing low window sill heights to further enhance the indoor/outdoor relationships. No canopies, awnings or signage is proposed. This criterion is met.

4.1 Façade Components

Intent: **Maintain a lively and active street face. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.**

Required Standards:

1. **Windows and doors shall be recessed 3 inches (i.e., into the façade) to provide shadowing. Windows and doors recessed less than 3 inches are allowed, provided they also incorporate at least one of the following:**
 - a. **Shutters, appearing operable and sized for the window opening;**
 - b. **Railing, where required at operable doors and windows (i.e. French balcony); and/or**
 - c. **Visible and substantial trim. Trim is considered visible and substantial when it is of a contrasting material, color, or it creates shadowing. Stucco trim on a stucco façade is not acceptable.**
- F90.** The applicant has provided drawings to support that all windows and doors incorporate visible and substantial trim of a uniform color. Should the windows and doors be recessed less than 3 inches, this provision can still be met through the incorporation of substantial trim.
2. **Balconies shall extend no more than 36 inches beyond the furthest adjacent building face. Balconies are encouraged to extend into the building façade to achieve greater depth than 36 inches.**
- F91.** The proposal does not include plans for balconies on primary or secondary elevations, in compliance with the requirement.
3. **Shutters, where provided, shall be sized to appear operable at window or door openings.**
- F92.** Shutters are proposed on several elevations, in compliance with the requirement.
4. **Except in the Plaza Address, balconies shall be at least 5 feet deep. Porches shall have a minimum four foot covered depth and provide a usable area a minimum of six feet by six feet.**
- F93.** The proposal includes plans for porches. The applicant has provided graphic representation that the row houses include covered stoops in compliance with the requirement for porches. Balconies are not proposed on primary or secondary elevations, in compliance with this requirement.

Optional:

- **Individual residential windows should be square or vertical in proportion. An assembly of windows, however, may have an overall horizontal proportion.**
- **Material changes should occur at a horizontal line or at an inside corner of two vertical planes.**
- **Every residential unit is encouraged to have some type of outdoor living space: balcony, deck, terrace, stoop, etc.**
- **Expression of the rainwater path (conveyance or rainwater from the building roof to the ground) should be expressed at street-facing facades. Expression of the rainwater path includes the use of scuppers and exposed gutters and downspouts. Some of the Village Center streets feature surface rainwater drainage; where applicable, buildings shall have downspouts connected to the drainage system.**

- Building fronts are encouraged to take on uneven angles as they accommodate the shape of the street.
- Encourage wide opening windows. Install small window panes where the style of the architecture dictates.
- The use of high window sill is discouraged.
- The use of finishing touches and ornament is encouraged on buildings.

F94. The applicant is proposing several optional items. All windows are either square or vertical in proportion. All row house units have front stoops off main front living spaces. Balconies are not proposed on primary or secondary elevations. These criteria are met.

5.1 Fencing

Intent: Ensure that fencing is compatible with the building design and consistent throughout the Village Center.

F95. Fencing is not proposed as a part of this project.

Village Center Architectural Standards – Compliance Checklist, Standards Applying to All Buildings:

Standard	Compliant	Notes
A1.2 Building Height & Roof Form		
Required Standards		
0.1 Max. building height according to Table V-1	<input checked="" type="checkbox"/>	Row house buildings at 3 stories or approx. 32 feet high are below 45’ maximum height meeting Table V-1.
0.2 Other height limitations	<input checked="" type="checkbox"/>	Row house buildings are below 45’ maximum height meeting Table V-1.
0.3 Check building height measurement method – V Zone 4.001.	<input checked="" type="checkbox"/>	Row house buildings are measured correctly.
0.4 Rooftop equipment screening	<input checked="" type="checkbox"/>	No rooftop equipment proposed.
0.5 Roof gardens	<input checked="" type="checkbox"/>	No rooftop garden areas are proposed.
Optional		
0.6 Maximum allowable height encouraged	<input checked="" type="checkbox"/>	The row house buildings are not designed to exceed the allowable height.
0.7 Minimize shading of outdoor areas	<input checked="" type="checkbox"/>	Except on end walls, there is no private open space between the row house units as they are attached with 0 foot setbacks.
A1.3 Horizontal Façade Articulation		
Required Standards		
0.1 Horizontal Facades articulated into smaller units	<input checked="" type="checkbox"/>	Row houses uses change of materials, change of brick or stone veneer, vertical façade planes, stoops, recesses, and breaks in roof elevations to articulate the horizontal façade.

0.2 Incorporate offsets, projections, reveals, and/or similar elements	<input checked="" type="checkbox"/>	Offsets, covered stoops, and other elements are used to prevent a large expanse of uninterrupted building surfaces.
Optional		
0.3 Articulation extended to the roof	<input checked="" type="checkbox"/>	The articulation of the row house buildings does extend to the roof.
A2.1 Vertical Façade Articulation for All Mixed Use Buildings	N/A	Not applicable. The row houses are not mixed use buildings.
A3.1 Exterior Building Materials & Color		
Required Standards		
0.1 Heavier and more massive materials at the building base	<input checked="" type="checkbox"/>	Brick or stone veneer are considered a heavier material, is applied at the base of the row houses.
0.2 Bright, intense colors reserved for accent trim	<input checked="" type="checkbox"/>	Bright, intense colors are not proposed.
0.3 Bright colors not used for commercial purposes	N/A	Commercial purposes are not proposed.
0.4 Acceptable concrete block at a public way	<input checked="" type="checkbox"/>	Concrete block is not proposed.
0.5 Exteriors constructed of durable and maintainable materials	<input checked="" type="checkbox"/>	Brick or stone veneers, stucco and lap siding are all durable materials with texture.
Optional		
0.1 Exterior materials with integral color, patterning, and/or texture	<input checked="" type="checkbox"/>	The exterior materials have integral color, patterning, or texture.
0.2 Sustainable building materials and practices are strongly encouraged	<input checked="" type="checkbox"/>	The proposed brick or stone veneers and stucco or lap siding materials could be considered sustainable to different extents.
3.2 Architectural Character		
Required		
0.1 Definitive, consistent architectural character	<input checked="" type="checkbox"/>	The row house buildings have two defined and consistent architectural styles.
0.2 Detail and trim features consistent with the architectural style	<input checked="" type="checkbox"/>	The row house buildings are consistently in the French or English styles.
0.3 Secondary façade design includes min. 25% of wall length of primary façade details and materials	<input checked="" type="checkbox"/>	All facades full integrate the respective, designed architectural styles.
0.4 All visible sides of buildings display a similar level of quality and visual interest	<input checked="" type="checkbox"/>	All visible sides of the row houses maintain a consistent and similar level of quality and visual interest.
0.5 Accessory buildings designed and integrated into primary building	<input checked="" type="checkbox"/>	No accessory buildings are proposed.
0.6 Architect consultation regarding architectural style	<input checked="" type="checkbox"/>	The row house buildings have been professionally designed by a licensed architect.

0.7 Building elevations not repeated on adjacent blocks.	<input checked="" type="checkbox"/>	The row house buildings will not repeat other elevations on adjacent blocks.
A3.3 Ground Level Building Components		
Required Standards		
0.1 Building setbacks and horizontal widths per Table V-1. Detached row house max. 10' separation at front.	<input checked="" type="checkbox"/>	Standards of Table V-1 are met for setback and frontage widths.
0.2 Retail orientated toward street or public way	N/A	Not proposed.
0.3 Mixed use buildings: residential entries differentiated from adjacent retail entries	N/A	Not proposed.
0.4 Weatherproof roof covering at entries	<input checked="" type="checkbox"/>	Appropriately sized covered stoops are provided.
0.5 Indirect or shielded building lighting	<input checked="" type="checkbox"/>	Lighting will be indirect or shielded.
0.6 Parking structures screened from street.	<input checked="" type="checkbox"/>	Garages are proposed at alleys which are partially visible to public view.
0.7 Storefront windows with a canopy or awning	N/A	Not applicable.
0.8 Discourage use of sight obscuring glass	<input checked="" type="checkbox"/>	Proposed glass is not sight obscuring.
0.9 Landscaping or screening of parking between buildings and the street	N/A	Not proposed.
Optional		
0.10 Create indoor/outdoor relationships	<input checked="" type="checkbox"/>	Doors and windows bring light and air and the outdoors into the individual living spaces.
0.11 Canopies and Awnings for weather protection	N/A	Not proposed.
A4.1 Façade Components		
Required		
0.1 Windows and doors recessed 3 inches	<input checked="" type="checkbox"/>	Windows and doors include substantial and visible trim.
0.2 Balconies 36" max. projection	N/A	Balconies are not proposed on primary or secondary elevations.
0.3 Shutters sized for operable appearance	<input checked="" type="checkbox"/>	Shutters are proposed on French Revival units, meeting this requirement..
0.4 Balconies and porches at least 5 feet deep. Porches min. 4 feet deep. Covered depth and min. useable area 6' x 6'	N/A	Balconies are not proposed on primary or secondary elevations. Illustrated railings on some units are decorative, only. Porches meet these requirements.
Optional		
0.4 (<i>Note: Duplicate numbers in published VCAS</i>) Windows square or vertical in proportion.	<input checked="" type="checkbox"/>	All visible individual windows are square or vertical in proportion.

0.5 Materials changes at a horizontal line or inside corner of two vertical planes.	<input checked="" type="checkbox"/>	Materials change at horizontal lines or corners.
0.6 Residential units with outdoor living space.	<input checked="" type="checkbox"/>	Balconies are proposed on rear elevations.
0.7 Expression of rainwater path	N/A	Not proposed.
0.8 Building fronts taking on uneven angles to accommodate street	<input checked="" type="checkbox"/>	Streets are straight along frontage; no angles needed.
0.9 Encourage wide opening windows	<input checked="" type="checkbox"/>	The applicant has indicated details of window opening.
a. Discourage use of high window sills	<input checked="" type="checkbox"/>	High window sills are not proposed.
b. Finishing touches and ornament	<input checked="" type="checkbox"/>	The applicant is providing some level of finishing touch and ornamentation.
A5.1 Fencing		
Required Standards		
0.1 See applicable sections of the Village Zone	<input checked="" type="checkbox"/>	

F96. All of the applicable requirements of the VCAS are satisfied by the applicant's proposal.

Community Elements Book:

Applicable Requirement	Compliant	Notes
Street Lighting	<input checked="" type="checkbox"/>	See Conditions PDB 2 and PFB 36.
Curb Extensions	<input checked="" type="checkbox"/>	None proposed.
Street Trees	<input checked="" type="checkbox"/>	Street trees to be the preferred variety for each street as listed on page of the approved SAP Central Community Elements Book.
Landscape Elements - Site Furnishings	<input checked="" type="checkbox"/>	Listed site furnishings required are shown on Plan Sheets L1 and L2.
Tree Protection	<input checked="" type="checkbox"/>	See Request E for the Type 'C' Tree Plan
Plant List	<input checked="" type="checkbox"/>	All plant materials listed on Planting Plans. No prohibited plants are proposed

F97. All of the applicable requirements of the Community Elements Book are satisfied by the applicant's proposal.

Section 4.421. Criteria and Application of Design Standards.

- (.01) **The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural**

styles is not included in these standards. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)

A. Preservation of Landscape.

F98. Staff finds that the subject site for the proposed row houses is part of the approved Central Specific Area Plan (SAP). The project site has fairly level terrain. Numerous trees in poor to good condition will be removed.

B. Relation of Proposed Buildings to Environment.

F99. The project site is not within a Significant Resource Overlay Zone or next to any other natural feature. This criterion is not applicable.

C. Drives, Parking and Circulation.

F100. Driveways and circulation are proposed and designed to serve the site adequately.

D. Surface Water Drainage.

F101. At permit review, the City will require that the applicant provide storm water calculations to ensure the downstream capacity of the public storm drainage system, and to not adversely affect neighboring properties.

E. Utility Service.

F102. All utilities will be extended to the project site, meeting code. Engineering review of construction documents will ensure compliance with this provision.

F. Advertising Features.

F103. New signs would need to comply with the approved Villebois Center Wayfinding Plan.

G. Special Features.

F104. There will be no special features associated with the proposed buildings.

Sign off accepting Conditions of Approval

Project Name: Villebois SAP Central PDP 6 Rowhomes

Case Files	Request A:	DB15-0011	Villebois SAP Central Refinement
	Request B:	DB15-0012	Preliminary Development Plan (PDP-6C Row Homes)
	Request C:	DB15-0013	Zone Map Amendment
	Request D:	DB15-0014	Tentative Subdivision Plat
	Request E:	DB15-0015	Type 'C' Tree Plan
	Request F:	DB15-0016	PDP-6C Final Development Plan

The Conditions of Approval rendered in the above case files have been received and accepted by:

Signature

Title

Date

Signature

Title

Date

This decision is not effective unless this form is signed and returned to the planning office as required by WC Section 4.140(.09)(L).

Adherence to Approved Plan and Modification Thereof: The applicant shall agree in writing to be bound, for her/himself and her/his successors in interest, by the conditions prescribed for approval of a development.

Please sign and return to:
Shelley White
Planning Administrative Assistant
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville OR 97070



CITY COUNCIL MEETING INFORMATION ITEM

Ordinance No. 772

Meeting Date: August 17, 2015
Report Date: August 6, 2015
Source of Item: Planning Division

Contact: Blaise Edmonds
Contact Telephone Number: 503-570-1573
Contact E-Mail: edmonds@ci.wilsonville.or.us

THERE IS NO RECOMMENDATION, THIS IS AN INFORMATION ITEM.

BACKGROUND: At the first reading of Ordinance No. 772 for the Zone Map Amendment for Villebois PDP-7 Central the Council requested planning staff to return to the second reading with clarification of the July 27th Development Review Board (DRB) public hearing. The verbatim minutes labeled Exhibit A3 of Exhibit B address the DRB discussion about the street design for SW Villebois Drive North.

ANALYSIS: The City Council requested additional information about the Development Review Board's legislative record that created Condition PFA50 regarding SW Villebois Drive North.

Condition PFA50 "The Applicant and Staff will work together to create an 8-ft sidewalk by proportionally reducing the planter strip and that per the submitted plan on Sheet 7, Section H4 has been revised to Section HI."

The DRB voted to approve the staff report, as presented by staff, including the extension of the pavers recommended by Blaise Edmonds and agreed to by the applicant. The only modification requested by two DRB members was to widen the street by narrowing the planter strip, to allow more space for people, bikes and cars. The applicant agreed to these revisions and the above PFA50 condition prior to passage by the DRB. Staff requested the applicant to prepare a concept design of SW Villebois Drive North which is illustrated in Exhibit A4 of Exhibit B. The City Development Engineering Manager and the Manger of Current Planning have reviewed the concept road design and in our professional opinion the concept design required in Condition PFA50 is consistent with what the DRB approved and the applicant agreed to construct.

New exhibits to the Zone Map Amendment Staff Report labeled Exhibit B:

- A3. Verbatim minutes of the July 27th Development Review Board's discussion about the proposed SW Villebois Drive North roadway design.
- A4. Patrick Espinosa (applicant's engineer) Plan Sheet 7, concept design of SW Villebois Drive North, submitted by applicant..

Ronald Heberlein moved to approve Resolution No. 306. Lenka Keith seconded the motion, which was unanimously approved.

Chair Fierros Bower read the rules of appeal into the record.

- B. Resolution No. 307. Villebois PDP-7 Central Row Homes: Polygon WLH, LLC– Applicant.** The applicant is requesting approval of a Zone Map Amendment from Public Facility (PF) Zone to Village (V) Zone, Specific Area Plan – Central refinements, Preliminary Development Plan, Tentative Subdivision Plat, Final Development Plan and Type ‘C’ Tree Removal and Preservation Plan for the development of row houses in Phase 7 of SAP-Central. The subject property is located on Tax Lot 2700 of Section 15AC, T3S, R1W, Clackamas County, Oregon. Staff: Blaise Edmonds

Case Files:	DB15-0029	Villebois SAP Central Preliminary Development Plan (PDP-7C Row Homes)
	DB15-0030	Zone Map Amendment
	DB15-0031	Tentative Subdivision Plat
	DB15-0033	PDP-7C Final Development Plan
	DB15-0034	SAP Refinements
	DB15-0035	Type ‘C’ Tree Plan

The DRB action on the Zone Map Amendment is a recommendation to the City Council.

Chair Fierros Bower called the public hearing to order at 7:27 p.m. and read the conduct of hearing format into the record. All Board members declared for the record that they had visited the site. No board member, however, declared a conflict of interest, bias, or conclusion from a site visit. No board member participation was challenged by any member of the audience.

Blaise Edmonds, Manager of Current Planning, announced that the criteria applicable to the application were stated on page 5 of the Staff report, which was entered into the record. Copies of the report were made available to the side of the room.

Mr. Edmonds stated he had emailed a revised Staff report that included minor edits to the Board members last week. He distributed paper copies to the Board and reviewed the revisions in Revised Exhibit A1, which was entered into the record. He presented the Staff report via PowerPoint, noting the project’s location, its proposed streets and surrounding features, and describing the proposed applications with these key comments:

- He believed Preliminary Development Plan (PDP) 7 Central was the most exciting part of Villebois, and noted it had application requests very similar to what was just presented for PDP 6 Central. The Board would be considering a Villebois Central PDP for 68 row homes, and one parcel not part of the Final Development Plan (FDP) or PDP that was located in the southwest corner and planned for a future mixed-use building, which would come under a separate application.
- An aerial photograph was displayed showing the Piazza in the heart of the Village Center that had unique textures, pervious paver bricks, and was designed for events. Over time, there would be a more critical mass of development around the Piazza with a lot of energy being generated from the Piazza and people spilling out onto SW Mont Blanc, Villebois Dr North, and the other streets, making the location of the subject property unique.
- The Zone Map Amendment would change the Public Facilities Zone to a Village Zone, because the approximately 3.4 gross acre site used to be part of the old Dammasch Hospital facilities.

- The Site Land Use Plan (Slide 7) illustrated the location of the Brownstone units along the Woonerf, as well as the location of the London style units, which were also located in the core area of Villebois.
- The Applicant proposed a refinement to replace part of Ravenna St with a linear park that would be wide enough for pedestrians and bicycles with concrete panels, benches, and some landscaping. The linear park was intended to be a pedestrian corridor so bollards would be placed at its entrances from the alleys and public streets to prevent cars from driving on it.
 - He understood that once built, the remaining part of SW Ravenna Lp would be renamed SW Paris Street.
 - Mont Blanc St was a private street that would have paver bricks as part of the Woonerf design.
- The Circulation Plan and Street Sections (Sheet 7, Slide 8) identified the different street profiles, which were all approved under the Circulation Plan for SAP Central.
- The Preliminary Plat (Slide 9) showed the lots of varying widths. The 68 units were for sale units, not rentals, and would be in nine buildings.
- The FDP (Slide 10) showed the Address Streets extending off the Piazza, previously named The Plaza. The Woonerf and Villebois Drive were the two Address Streets being considered tonight. He noted the Courtyard had not been seen yet, but some of the Barber Residential had been reviewed, including the Seville and other row houses built along Barber Street. The Linear Green included the offices and row houses under construction. Each Address Street had a different set of design criteria that determined the design outcome of that site plan.
 - He read the definition of a Woonerf which was intended to make people first and cars second. Driving through the area would be slow and gentle. (Slide 11)
 - The displayed image would be similar to what would be seen in Villebois. Though no towers were in Villebois, there would be curbless sidewalks and room to spill out on to the street if there was a big event at the Piazza, as well as bollards, brick, street furniture, lighting, benches, all of which followed the Community Elements Book approved in the SAP. It would be a really exciting place and the architecture had to reflect that street in terms of the building design and how to compress close to the street to give that energy.
 - He reviewed the building elevations of the Brownstone units proposed along the Woonerf, as well as the London style homes, noting the truly unique designs might be seen in the older areas of Boston and Philadelphia. Features included steps up to the unit, planter boxes, and courtyards in front of double doors big enough for a café table and a couple of chairs.
 - The facades of the buildings would face the street. The public space where people could congregate along the Woonerf would transition to the semi-public space of the little courtyards, and then ultimately to the private realm of houses. These elements made older neighborhoods so unique and were also captured in this particular project.
 - The rear elevations had balconies to provide some private, outdoor recreation space.
 - The Applicant worked hard with the consulting architect, Steve Coyle, who reviewed the designs of the homes in great detail and the Applicant had achieved an excellent design.
 - A number of the buildings would be in close proximity to each other, so the enhanced side elevations included grid in the windows, window trim, and wrapping the brick around the building to reflect the brick in front. Brick was not generally required on all sides of the buildings, but that was the architectural standards for the Woonerf and SW Villibois Drive North.
 - The Applicant had carefully thought out how Mont Blanc, the Woonerf Street, would be constructed. The Layout Plan (Slide 18) detailed the pavers that would be used for the Woonerf block
- He displayed the Landscape Plan and the cut sheet from the Community Elements Book (Slide 20) that showed the waste paper baskets, bicycle racks, bollards, benches, light poles, etc. that would be incorporated into the street.
- The proposal included five SAP Refinements, which he described with these key comments.

- Street Network. As mentioned, a segment of SW Ravenna Lp would be replaced with the linear bicycle/pedestrian park, which Staff supported.
- Parks, Trails and Open Space. The Applicant was creating a park, which was different from the original SAP Plan. The green areas shown on Slide 23 were open space, hardscape, and landscape which denoted a common area.
- Location and Mix of Land Uses. Proposed was replacing 24 urban apartments with for sale units, for a total of 68 row houses, which was acceptable for that residential group in SAP Central.
- Housing Density. This density number had fluctuated back and forth over time, dropping and increasing by one or two units. The proposed refinement would slightly increase the housing density by 1.3 percent.
- Rainwater – Removal of Pervious Pavers on Villebois Dr North. The Rainwater Management Plan Figure A for SAP Central showed Villebois Dr North as a public street with the existing pervious pavers next to the Piazza continued all the way up to Paris St. The Applicant proposed replacing the pervious brick street with more rainwater management facilities along the street. With the Applicant’s revised Rainwater Management Plan, 80 percent of the water from the site would be handled by rainwater components.
 - Staff proposed that not all of the area shown in blue be replaced, but that a segment still continue up through the frontage of Lot 42, which was the proposed future mixed use lot. Reading the intent of the Villebois Address, it made sense for those houses along the street because it was a transitional area of residential to the urban feel of the Piazza.
 - He noted where residential flanked both sides of Villebois Dr N, adding he agreed replacing that portion would be a logical refinement, but once the street reached the frontage of a mixed-use type of building, it made sense that the subject portion should be a continuance of the Piazza to frame that corner and make the transition to the urban street of the Piazza.
 - Current photos of the corner of Villebois Dr N and Mont Blanc were displayed. (Slides 28 and 29) He noted the Pin Oak was proposed to be retained on the corner, and indicated how Mont Blanc St, the Woonerf, would veer off and where the Piazza treatment could continue on a bit of frontage. Staff recommended that maintaining that paver brick appearance in front of Lot 42 seemed to be the logical terminus of that type of street treatment.
 - Staff recommended approval of the entire application, noting the Zone Map Amendment would be forwarded to City Council for approval, upon which the companion applications were contingent. The application was scheduled for City Council on August 3, 2015.

Kristin Akervall asked why not take the pavers clear to Ravenna Loop.

Mr. Edmonds referenced Page 4 of 88 of Revised Exhibit A1, stating it was the tone of a more urban experience and vision by the Villebois Drive Address. He believed the tone was the frontage of Lot 42 while the balance of Villebois Dr North appeared to be more residential in character and was uniquely different. He indicated an alley that made that break from Lot 42 to the actual row houses, which made a nice finish point for that street.

Ms. Akervall added that at the seam, the Applicant might put large, concrete areas similar to when the pavers were started.

Mr. Edmonds responded the Applicant had not submitted a design as he had thrown them a curve ball, but some fine transition would make sense so it did not look like too much of a break.

Ronald Heberlein stated there was no crosswalk there, it was just an alley and not a continuation of anything that seemed logical to have the pavers stop there, whereas if it was continued up to what would

now be Paris St, at least presumably, there would be a crosswalk or a good break point for the pavers to transition to standard asphalt.

Mr. Edmonds noted the Rainwater Management Plan showed the pavers extending all the way up SW Villebois Drive North, but the SAP Central Map showed it ending short of proposed Lot 42. Thus, these are conflicting maps in SAP Central. The SAP Central Map showed the pavers stopping where he believed the Applicant wanted them to stop, which was where it was currently built.

- He clarified that he was proposing that the pavers extend the width of the street, although the blue highlight on the Rainwater Management Plan (Slide 26) only indicated pavers on half of the street.
- He indicated where the Brownstone and London style homes were proposed along the streets. (Slide 7) and confirmed that currently, vacant land sat across the street from the London style homes on Villebois Dr. The vacant land was for future development but had not yet been designed. There were apartments to the south of the site, but he could not recall what was on the east side.
- He displayed the SAP Central Phasing Plan (Sheet 9, Slide 5), noting that specialty condominiums, urban apartments, and mixed use buildings, which would potentially have lower floor commercial and upper floor residential, were proposed for the areas north of the site, across Villebois Dr. He also noted the location of Montague Park, previously called Hilltop Park.

Chair Fierros Bower suggested extending the pavers to the division line of PDP-14, because that was also mixed use, and then Lot 42 of Phase 7 should align with PDP-14.

Mr. Edmonds added PDP-8 was subject to change. It was a developing master plan that depended on the marketplace and conditions in one to four years. He believed once the subject row houses were built and infill occurred, it would create synergy. If the marketplace was good, the area would build out faster.

Mr. Heberlein asked if PDP-10 could possibly be changed from condos to mixed use in the future.

Mr. Edmonds replied Mr. Kadlub, the original master planner for Villebois, might have some insight on that, but from his discussions with the Applicant, it had been difficult to get people to develop in the Village Center. People had been looking at different kinds of product types and uses, so there was the potential for a change to the master plan.

James Frinell confirmed vehicles could drive on the Woonerf and asked how vehicle speeds would be managed.

Mr. Edmonds replied people would drive slower through there due to the narrower street. It would be a very unique street; it was not a wide street that would encourage faster driving, but compressed, so people would move at a very slow pace. Parking would be restricted and there would be no bike lanes. Bicyclists and pedestrians could walk down the middle of it if they chose. This particular street was a unique concept that was currently nowhere in Wilsonville. The concept had been successful in the Netherlands and other places, so he believed it was a good solution for traffic calming and making Mont Blanc a pedestrian street.

- He confirmed the Woonerf concept would extend from Orleans Ave west to Villebois Dr North.
- The discussion this evening was it was a bit wider, a public street, and so the discussion was whether that should the pavers extend all the way up or should it be as it is currently constructed...or maybe just up to the mixed use building on the corner.
- The Applicant presented strong engineering evidence that the proposed Stormwater Management Plan would handle 80 percent of the site without the pavers on Villebois Dr North. However, he did not believe it was just an engineering exercise, but also an aesthetic/urban feel exercise as well; both exercises had to be combined.

Mr. Heberlein stated that on the Circulation Plan & Street Sections (Sheet 7, Slide 8), Sections H2 and H1 on the west side of Villebois Dr North indicated parking but no bike lanes. Once beyond Paris St, Villebois Dr North transitioned to H4, which had bike lanes on both sides. He asked why there were no bike lanes on the west side of the street and then transitioned to bike lanes at Paris St.

Ms. Akervall inquired if it was because of the linear green.

Steve Adams, Development Engineering Manager, stated that the piece of Villebois Dr adjacent to the Piazza did not have bike lanes, but did have parking. There were pavers from building front through the Piazza Park with different colored pavers designating whether it was a walking lane, drive lane, or parking. Extending it north, where the pavers were originally; it was just a central area so bikes could be on the street. It was a shared bike and street connect, which was the intent when the street was developed nine years ago.

- On the original plan, Section H1 was a paver stone street all the way up, so there was no need for bike lanes. He deferred to the Applicant, as far as the design and whether it would go to asphalt, and once north of Paris St, Villebois Dr North would look like Villebois Dr, which was already constructed clear out to Boeckman Rd currently.

Chair Fierros Bower called for the Applicant's testimony.

Fred Gast, Polygon Northwest, 109 East 13th St, Vancouver, WA 98660 stated Mr. Edmonds did a great job presenting the details of the plans and he had reviewed the Polygon's history during the first hearing, so he had a couple of slides to present, later entered into the record as Exhibit B3, and was more than happy to take any questions.

- He displayed the site map of Villebois PDP 7C showing the location of the London and Brownstone row home housing types, noting the map represented the two different price points, as the London style was not as high end as the Brownstone due to what was happening on the street as well as in the building itself with a lot of outdoor living up front, which would hopefully allow for some enterprising entrepreneur to figure out how to operate a business out of their home. Over time allowing for a mixed use environment was a good step in advancing the central core of Villebois.
- He also displayed the elevations of both building designs, reiterating that they had a look that might be found in London versus Boston, perhaps, or other areas, such as East Georgetown. The idea was to have different looks with different price points, and that variety in the community was important and was what Polygon was responding to.
- With regard to the pavers, he responded that one great aspect of Villebois was that the plan was put together after a lot of extensive work by everybody involved at the time, from the development community to the community at large, and public commissions, like the DRB, and it became a very prescriptive plan. There were not a lot of things that could be adjusted, which was different from the developer's point of view, who usually had a blank canvas and had to make the pitch, but this time, that creativity was already built into the plan. Polygon's job was really to execute the vision, which they were happy to do. It came down to where to draw the line and you draw the line where the plan said to draw the line, and that was how they came about with the proposal.
- The Woonerf was a significant investment. It was not a normal street, which Polygon knew going in; that was part of the expectation and part of the plan: if the property was to be developed, the Woonerf would be built.
 - That was not so much the case at Villebois Dr North, where the line stopped short of the extension of the mixed use, and that was the expectation Polygon had. As Mr. Edmonds commented, if they were going to develop some kind of a mixed use in the future, why not have it also have a nice door and that same kind of urban context.

- Certainly, there was an expense to it, but Polygon signed on for it because it was a good place to draw a line in their view and there would be a mixed use building there at some point, so, that was where the Applicant ended up in discussions with Staff.

Ms. Akervall asked about the lack of bike lanes for that segment between the mixed use, where there would no longer be the paver feel, and where the bike lanes actually start east of the linear green. She asked if the pavers would go all the way to the linear green, so there would be no bike lane issue.

Mr. Gast replied that was part of the discussion. There were a couple of options. One question was why have bike lanes for such a short distance. He understood the question was why not extend the pavers to another defining place. In an effort to demonstrate what Polygon had been doing for five years, he was okay if the Board wanted to extend the paver component clear to the next intersection, and then have that as the intersection. He believed that would provide a clear line as well as options for what happened on Paris St. However, as a public street, the City would have to weigh in also because consideration would have to be made for utilities and other things before ripping up the very expensive pavers to develop adjacent properties.

Lenka Keith asked if the paver street was more expensive to maintain.

Mr. Gast replied it was anticipated to be more expensive to maintain than a normal private street. Polygon had built a lot of private and public streets, but did not have a lot of experience with this and were anticipating it would be an expensive maintenance deal compared to a typical asphalt street, which could be ground down to add more asphalt. Although privately owned, the paver street was more like a public amenity or park improvement, and would absolutely cost like a very nice park.

Mr. Heberlein confirmed the future plans for PDP-14 was mixed use and condos.

Jim Lange, Pacific Community Design, added that the SAP anticipated that this whole side; this was what the applicant tested for one of their changes, so while there was a broad range of uses, as long as they were in that bucket, that was kind of the test.

Chair Fierros Bower confirmed the use could shift around within that area, so there could be mixed use there.

Mr. Lange replied it was similar to what was seen when comparing the original SAP Central Master Plan for the block to what was actually built and/or under construction, which was different. (Slide 1, Exhibit B3)

Ms. Akervall said she was curious what the City would say about having pavers extend farther in case there was more mixed use.

Mr. Lange understood from the Applicant's initial consultations that the original paver section was quite an arduous thing, and that the City's Engineering Department supported their request to do what was on the application.

Ms. Akervall noted that in the floor plans for the Brownstone, the middle units with single-car garages had refrigerators far away from counter space or a stove. She inquired if that layout was common or successful in other units that had been built.

Mr. Gast said that he had built about 2,400 such homes and this was the first time he had ever gotten the question. He clarified that the floor plans were more representative of concepts that had been done before

but the reality was that there would be some adjustments to the interior spaces. He noted the peninsula, adding they have had it as a u-shape the other way with caps going under the window, but that did not work with the door. They have also had an island in that kitchen.

Ms. Akervall agreed an island could act as a landing point.

Mr. Gast said he had not spent a lot of time on this one, because it was not his favorite, but it could be executed as a pantry and/or countertop. However, they were moving more toward an island kitchen.

Ms. Akervall agreed it would be nice to have an island since the Brownstone was at a higher price point.

Mr. Gast added they would move around the cook tops, vents, etc., depending on what Polygon was after, but they would want different in Brownstone, which would be at the higher price point.

Ms. Keith asked what the shading meant in the lower level plans in the garage.

Mr. Gast replied the shading was mechanical, so it was a drop ceiling.

Mr. Edmonds suggested the Board ask Mr. Adams about his experiences in building and maintaining paver streets.

Mr. Adams stated the first paving stone street built on the southeast side of the Piazza would become a public street under City ownership and maintenance this summer because the five-year maintenance period had expired. Ten years ago, there was a huge story about the street's design, who would maintain it, etc. and it took about six months to design.

- He did not know if paver stone streets were more costly to maintain than regular streets, but they did require annual maintenance with a machine to go over them to vacuum up the fall leaves. Paver streets could not be pressure-washed or have a spinning-brush used on them because it would push mulch into the paver which would ruin the effectiveness of the water draining through them. The leaf debris needed to be sucked up out of the paver and then light sand was scattered back over the pavers that would settle back into the cracks and grooves.
 - The City was not keen on maintaining the pavers, but that was part of the Villebois Plan, and he was confident the City would learn and love to maintain pavers. The paving stone street in Villebois was the first paving stone street built in the City of Wilsonville, so Staff went through a crash course on what they were, their various design aspects, and how to build them, etc. Since then, the City had implemented them in other areas, such as in parking lots and parking areas of streets, so they had learned quite a bit about them.
- As far as the undeveloped lots on the far side, the City had recently gone through this experience when Rudy Kadlub developed the Carvalho Row Homes, which happened to front a paving stone linear park. To make the new utility connections, the paving stones had to be lifted up to do the utility work, then the sand bedding layer was laid back down with the pavers back on top and packed down. The pavers were made to be lifted up for maintenance work to be done, and put back down, which avoided the street cuts seen in asphalt or concrete streets. Theoretically, pavers created a better-looking surface once maintenance was done.
- Here, they could switch to paving stones all the way up to Paris St, which was only a half a block more, and whatever developed on the other side would just lift the pavers up, make the connections, and put the pavers back down. He did not foresee that being a problem if the Board chose to make that decision.

Mr. Heberlein noted there appeared to be pavers in the area around the intersection in the development with Target and Costco. He asked if they were actually pavers and if they had any maintenance problems other than the painting.

Mr. Adams understood those were not pavers, but painted, stamped concrete made to look like pavers. When the pavers were down, they were an 8,000 psi concrete, so they were very durable, twice the strength of what was seen on curbs and 2½ times the strength of City sidewalks on concrete streets.

- The transition included bands of concrete used to block the pavers in, so there would be a concrete band across where the pavers met the asphalt, with asphalt on one side and the pavers abutting the other side of the concrete band. A lot of the pavers were held in place by concrete bands, which minimizes problems because they did not spread. As far as the strength of the pavers, these were the thickest possible pavers at 100 millimeters because transit planned to run buses down this street.
- He noted he had not discussed the design of the paver street with the Applicant, but confirmed with Mr. Lange that the Applicant that the proposed design and standards would match what currently existed with the previous AC underneath.
- When the paver street was designed, there was a huge debate on whether buses could run on pavers or stop and idle on pavers. The vibration of the buses' tires tend to create settlement in the pavers, so the existing street was 100 millimeter paving stone, two inches of bedding sand, three inches of a porous asphalt, so water could drain through the pavers, bedding sand, and porous asphalt. Below the porous asphalt was the rock that actually held the water, and it was the only known street in Oregon that had pervious asphalt underneath the pavers, which was done to prevent settlement when buses or heavy truck traffic ran on the street.

Ms. Keith appreciated the explanation as she was wondering how paver streets were structured. She asked the difference in cost between the paver street just described and a regular asphalt street.

Mr. Adams understood that standard paving stone streets were about 25 percent more expensive. This collector level street, with the extra asphalt layer and other things done, would be substantially more expensive. The street was meant to carry heavier truck traffic, more vehicle counts, and buses.

Chair Fierros Bower called for public testimony in favor of, opposed and neutral to the application.

Rudy Kadlub, Costa Pacific Communities, 11422 SW Barber Street, Wilsonville, OR, said he was very pleased with both applications tonight in terms of respecting what was intended in the master plan created about 13 years ago. The Village Center Architectural Standards (VCAS) had been followed and he was excited to see how the Woonerf would turn out. It was intended to be a very quiet, shared street. He believed it would be the most social street in the neighborhood with the architecture presented, especially the Brownstone stairs. Costa Pacific did a similar product in Orenco Station early on and those steps seemed to be where cocktail hour still took place, where people sit as others walk by. The parking area was actually in between the trees on the street as it was originally designed.

- He was okay with the termination of Ravenna Lp for a couple of reasons.
 - As homeowners would probably attest, there had been accidents with people coming quickly up through Ravenna Lp into Barber St, so limiting the number of streets that intersect Barber St was a better idea, in retrospect.
 - Also, not having traffic crossing the Woonerf and having that as more of a pedestrian area was ideal. There would still be the connectivity desired, but there would be better safety and better execution of the Woonerf.
- He noted the pavers cost a lot more than 25 percent more because two roads actually had to be built. Pervious pavement was built underneath on the rock bed and then the 100-millimeter pavers. He was not sure they would even be able to find pavers to match because they could only find one

manufacturer that made the 100-millimeter pavers. The pavers in the Piazza and surrounding sidewalks were 60 millimeters.

- He was okay with stopping the pavers as proposed. He did not necessarily think it would be better or worse if the pavers were not extended to Paris St or whatever the next cross street was.
- Regarding the bike lanes, the Villebois Master Plan was based on the theory of the construct where the density was lowest at the edges and got denser closer to the middle with the highest density in the center, where the mixed use would be developed in the final phases. In this case, having the bike lanes start at the next loop road, which was Orleans Lp, made sense as people came in from the outskirts of the community where a bike was needed to get across Boeckman Rd to work, for example. Coming in, the roads narrow and the bikes share the road with cars and traffic would slow down. It made more sense to start the bike lane at the park rather than in the middle of Villebois Dr North due to the traffic patterns coming from the northeast to the southwest. Traffic would slow down and the street would become a shared street with no need for bike lanes at that point.

Ms. Akervall asked if it would make sense to have a bike lane going toward the linear green to encourage walking and bike traffic on the linear green or paseo, the feature replacing a section Ravenna Lp.

Mr. Kadlub explained the linear green actually extended from Barber St to the south with a rainwater element in between a double alley of trees that went for two blocks and extended down to Sophia Park. He clarified they did not want to encourage bikes to be ripping through the pedestrian space either. From a design standpoint, it did not make sense to start a bike lane in the middle of the street. It was best to start it where the two larger streets came together, where Orleans Lp and Villebois Dr widened and headed down to the traffic circle and out toward job centers.

Chair Fierros Bower asked if the paseo was strictly for pedestrians and bicycles, would the bollards be on each end.

Mr. Kadlub replied that was the idea, adding they would prohibit somebody from driving their vehicle down there.

Chair Fierros Bower called for the Applicant's rebuttal.

Mr. Gast stated it was an expensive investment. Polygon would follow the plan that was in place. As to where to draw the line, Mr. Edmonds had a good comment, so they extended the pavers, and Polygon would extend it more if the Board chose to do so.

Mr. Heberlein asked if there were any issues with changing the street section from a bike lane identified as H4 to H1, where it was just street and parking.

Mr. Gast responded that Mr. Kadlub had made some good points. The Applicant was always trying to advance the notion of multi-modal transportation, but in that part of the community, the long-term was better served by not having the bike lane there and skinning up the street.

Mr. Heberlein asked if Staff had any issues or concerns with changing Street Section H4 to H1.

Mr. Adams confirmed Mr. Adams had answered no from the audience.

Chair Fierros Bower confirmed there was no further public testimony and closed the public hearing at 8:34 pm.

Mr. Heberlein said he was unsure how to initiate the discussion regarding where the pavers end and what H4 did. He would propose that the pavers extend up to Paris St and that H4 be changed to H1.

Mr. Edmonds noted Condition PDA 5 on Page 7 of 88 required that the pavers be extended up to Lot 42 and could be modified, depending on the Board's discussion. Additionally, Mr. Adams' Condition PFA 34 on Page 12 of 88 would need to be modified concurrently with Condition PDA5.

Mr. Heberlein asked if a new condition should be added for the change of street type or would Conditions PDA 5 and PFA 34 have to be amended, though he was not sure they went together.

Mr. Adams believed some language should be added to change the street section because the plan currently showed a different street type.

Mr. Edmonds added it would be helpful when modifying the street section to support any condition with a finding of why the street section should change.

Ms. Akervall agreed with Mr. Edmonds' comments about extending the pavers for the mixed-use buildings and asked if the proposed change was because there might be more mixed use buildings developed across the street.

Mr. Heberlein replied that was part of the reason. It also seemed to be a more logical transition to go from pavers to asphalt because of the crosswalk there and a more natural transition between one and the other.

Mr. Adams noted the paving stone street ended in a 10-ft wide concrete crosswalk on the south side of Villebois Dr. Adding a concrete crosswalk at the southwest leg of the Villebois Dr and Paris St intersection would mimic what had already been done and make that transition look best. Other crosswalks that go across pavers were 10-ft wide concrete crosswalks that were scored with pavers abutting them and asphalt on the other side, which made a nice clean look.

Chair Fierros Bower believed that since London style homes were along that side, rather than Brownstone homes, it seemed more appropriate to stop the pavers as proposed by Staff.

Mr. Frinell agreed.

Mr. Heberlein asked what the transition would look like in the current configuration.

Mr. Adams reiterated the pavers had to be held in place by a flush concrete band, otherwise they risk moving. One could not pave up against pavers, so a one or two foot wide concrete band would have to be installed, though Mr Lange would have to decide what he wanted there, and then the pavers would abut on one side and asphalt would abut on the north side. He confirmed a concrete band would run across the street at that point.

Chair Fierros Bower stated her earlier concern with PDP-14 was that it looked like the proposed line for the termination of the pavers was further east of the proposed mixed use area on the opposite side of the street, although if it stayed mixed use, it looked like it would be covered with pavers to the proposed cutoff line.

Mr. Heberlein said he was concerned about the one to two foot transition being misconstrued as a crosswalk.

Mr. Adams did not believe that would occur because crosswalks were always 8 ft to 10 ft wide.

Mr. Edmonds displayed the Site Land Use Plan (Sheet 3, Slide 7) and pointed out Lot 42 and the alley. According to the testimony, the current SAP plan showed potentially some mixed use in the area opposite Lot 42 with different kinds of housing from that point on.

Ms. Akervall understood from the Applicant’s slides that mixed use, shown in blue tones, would be across Villebois Dr from the site in the area closest to the Piazza, though she understood those things could change.

Mr. Edmonds displayed the SAP Central Phasing Plan (Sheet 9, Slide 5), and pointed out mixed use... and condos opposite Lot 42 in the corner on PDP-14. The mixed use did not go all the way up, but stopped short of the Lot 42 boundary.

Mr. Heberlein asked to see the other presentation with the colors as he believed there might be some possible conflicts.

Mr. Edmonds entered the Applicant’s PowerPoint into the record as Exhibit B3; A paper copy of the PowerPoint was also provided for the record.

- He displayed the SAP Central Comparison – Land Use slide from the Applicant’s presentation and confirmed that Lot 42 was shown in green and was mixed use, as was PDP-14 across the street. Mixed-use condos typically had retail on the bottom floor and condos on the upper floors.
- He confirmed that a post office kiosk was located in the vicinity, but noted that was not the permanent location. Once PDP-14 was developed, it would be moved into one of the mixed use buildings.

Chair Fierros Bower asked where Staff’s proposed transition line would be for the termination of the pavers.

Mr. Edmonds replied the transition from asphalt to paver would probably be at the alley.

Ms. Keith believed that made sense considering it was uncertain what would be developed on the site to the north, so why add any additional expense based on speculation.

Chair Fierros Bower agreed.

VERBATIM PORTION BEGINS:

Mr. Heberlein	What about changing H4 to H1? Essentially removing the dedicated bike lanes on the section between Paris St and Orleans Lp on Villebois Dr North.
Ms. Akervall	I really like having a bike lane. I’ve got a four year old. A four year old on a bike is a dangerous thing, so I really like having a bike lane, but also having a bike lane that dumps you out in the middle where you don’t know all of a sudden “where did my bike lane go?” is concerning, too.
Mr. Edmonds	Steve can check what I’m saying. There are still sidewalks in front of the residential- you have the sidewalk, just minus the bike lanes. Typically bike lanes are where the serious, adult riders ride. If kids are real small they would be riding on the sidewalk.
Mr. Adams	That’s what we thought all along in Villebois. Wherever kids might ride bikes in Villebois we have tended to put in a wider sidewalk. Graham’s Ferry Road is an excellent example - it has a 10-ft sidewalk and a bike lane. I’m gonna ride my bike in the bike lane. A family going out for a gentle bike ride or parents

	<p>are walking and the kids biking, they are going to be on the 10-ft wide sidewalk because you don't want, even up to a certain age, you don't want that person in the bike lane.</p> <p>I'm not sure if we take H2 down to H1, I don't know if, with everything closed, you can ask the Applicant, but I don't know if we're going to widen the sidewalk there in response to having no bike lane. We didn't ever discuss that at an open hearing.</p>
Chair Fierros Bower (?)	Right now it's at 10 feet? What is the sidewalk there right now?
Mr. Adams	Right now it's hard to say because right now it is a paving stone sidewalk that goes from front of building across the street and stops where the parking is. The sidewalk right now is 10-ft or 12-ft or 14-ft wide in front of the existing building. Having not seen the Final Development Plans, so I'm not really sure what they have in mind for the sidewalk adjacent to Villebois Dr, especially once you get past the paving stone street. The paving stone street sidewalk is going to look the same as everything else – it will be sidewalk all the way across until the street and then it's just paving stone. And north of that I don't know...
Mr. Heberlein	It looks like from H1 that it's a 5.5 ft sidewalk. On the Circulation Plan and Street Sections on the Preliminary Development Plan?
Mr. Adams	Yes so right now H2 and H1 both show a 5.5 ft sidewalk.
Mr. Edmonds	For the record, the slide we're looking at is SAP Central Comparison – Land Use provided by the Applicant.
Ms. Akervall	So you're saying to replace H4 with H1 - we still have H2 where it stands. So there is no bike lane then. There is a 5-ft sidewalk.
Mr. Heberlein	Which is what we already have at H1.
Ms. Akervall	The H2 would be the area that has the pavers, essentially. And when you have that paver seal, in my understanding it's like the rest of the pavers already in place. When you're driving on pavers you do want to slow down because it all feels very different.
Mr. Heberlein	Blaise, was there a discussion on the transition with the pavers on H2 and what that would look like?
Mr. Edmonds	I don't know if we would be able to design those details tonight. You could leave the condition somewhat open for our engineering staff to work with their engineers to figure it out. It's just a little too much to try to figure that out. I think the intent was to try to formulate a condition that there is a reasonable transition between the streets.
Ms. Akervall	Both for aesthetics and a safe feeling.
Mr. Heberlein	I'm just not sure makes sense to continue a bike lane for 200 ft.
Ms. Akervall	And if in place they decide to add wider sidewalks that would be nice. When I say "and if they decide to make a wider sidewalk" – is that something that they could talk with Staff about?
Barbara Jacobson, Assistant City Attorney	They could talk with Staff about that, but that's not something that's been on the record, so that's not a condition that I would recommend without giving the Applicant a chance to discuss it. If you want to do something like that, you will need to reopen; otherwise you just need to stick with what was in the Staff report.
Mr. Heberlein	What I would say, since H2 and the existing H1 already have a 5.5 ft sidewalk, we would just continue that to the rest of the street.
Mr. Adams	However if you want to get rid of the bike lane and make the sidewalk safer for

	pedestrians and for four year olds to ride, you would want a minimum 8-ft wide sidewalk to allow plenty of space so the little kids don't run into people's ankles and stuff. It makes it a more comfortable feeling if you have a wider sidewalk if you're going to expect children to ride bikes, skateboards, and adults to walk, and dogs to walk and all that. Eight (8) foot is really the minimum you'll want to see.
Ms. Jacobson	Is that without, but if you've got the bike lane you don't need that...
Mr. Adams	With a bike lane, you typically don't look at that. A 5-ft sidewalk without a bike lane would not mesh as well in my opinion.
Mr. Heberlein	So then you'd be actually looking at changing H1 and H2....
Ms. Akervall	Well, H2 is the pavers area. It's H1 and H4.
Mr. Heberlein	Yeah, but right now H2 is showing a 5.5 ft sidewalk.
Ms. Akervall	I don't think the 5 sidewalk – I mean, maybe it's a sidewalk, but it's pavers like the whole thing so there's not really an edge to the sidewalk?
Mr. Adams	The existing Villebois Dr out there is all flush, so the sidewalk is one type of pavers with the different color and a different look, then there is a different paver that is a truncated dome, so allows a blind person to know they are walking from a pedestrian area to a street area, there's another paver that is for the parking area and another paver that is for the street. It just changes paver style, and look, and type as you go across the street. I would imagine that H2 would mimic that same look as what we see on Villebois Dr right now.
Ms. Akervall (?)	But there's no poured concrete sidewalk around in the middle of the pavers.
Mr. Adams	No. It's paving stone from building front all the way across the street....
Mr. Edmonds	Except for tree grates.
Mr. Adams	Tree grates are the only break in the pavers.
Chair Fierros Bower	Sounds like what we want to do is revise H1 and H4 to an 8-ft sidewalk to a 5.6-ft, is that right?
Ms. Jacobson	Again, I think if you're going to do something like that, you didn't have any discussion with the Applicant with that, so if you're not going to go with Staff's recommendation then you need to reopen the hearing and talk with the Applicant about that.
Chair Fierros Bower	Is that what the rest of the Board members want to do or what are your thoughts about that?
Ms. Akervall	I would like to hear. I mean if that's something that we're considering, then I'd like to hear their response. I don't know if there is room in H1 to do that so.... You would think that with the elimination of the bike lane in the H4 area that maybe there is area to make it wider but I don't know if that is possible in H1 so I would like to hear their thoughts on that.
Chair Fierros Bower	Barbara, do I just, again, like I'm starting the hearing is there a separate way to reopen the hearing or should I have....?
Ms. Jacobson	You'll need a motion to reopen the hearing in a second and then if you don't get that that then you just need to make a motion based on what you have.
Chair Fierros Bower	Do we have a motion to reopen the hearing?
Mr. Heberlein	I'll motion to reopen the hearing.
Ms. Akervall	I second.
Chair Fierros Bower	All in favor?
Mr. Heberlein	Aye.
Ms. Akervall	Aye.
Chair Fierros Bower	Aye. All opposed?
Ms. Keith	I'm opposed.

Mr. Frinell	Opposed
Chair Fierros Bower	All neutral – 0. The motion passes to reopen the hearing 3 to 2 to 0.
Ms. Jacobson	You're reopened so just call the Applicant up if that's what you want to do.
Chair Fierros Bower	Will the Applicant please come forward? State your name and address for us please...
Mr. Gast	<p>For the record, Fred Gast of Polygon. I believe you have my address, thank you. I was listening to the discussion and what it reminds me of is all the discussions we have over conference tables and design tables for weeks and months before we even come up with a proposal trying is "can we come up with a better idea?" That's why the prescriptive plan, in some ways, is very nice.</p> <p>So the notion of no bike lane but with parking and then to go with the wider sidewalks and therefore changing the H1 section – I understand the wider sidewalk because frankly in this part of the neighborhood I think it would be beneficial. But to change that H1 section to include wider sidewalks would take more real estate outside of the planned driveway to accommodate the wider sidewalk, which would then push back the buildings that are along that section and probably compromise the plan. It's a great goal, but it would have unintended consequences that would be negative.</p> <p>There is a simplistic way of looking at it and going "Okay, we'll just stay with what the plan called for" and that's one way to approach it. Or it would be to have a condition would allow some flexibility in determining what happens to the H4 section with Staff. I'm happy to look at that. Or to take the H4 and make it the H1 section. And that's probably the simplistic way of looking at it.</p>
Mr. Adams	Might I add a suggestion that could help? In talking to Blaise here, we would not be opposed to taking that 4.5-ft landscape area down to 2 ft or something so it would give you area for either a planter box or we could just do tree grates every so often and just do sidewalk from curb all the way back with tree grates. That would be acceptable to us on the H1 Section.
Mr. Gast	<p>That would be acceptable, but as far as laying out the details, I think if there was a condition that gave some flexibility in trying to find an 8-ft walk.... Either we get really definitive or we get really flexible. It's a personality flaw, maybe, but I like to be definitive so that I know what I'm executing and that way everybody understands what's happening.</p> <p>If the condition is specific to say "We're going to do an H1 section from the curb cut to the alley, or wherever the pavers stop, we're going to do H1 section all the way up and to accommodate a planter strip in transition to accommodate an 8-ft sidewalk..." I'd be okay with that. And that way we can work out a transition in that right-of-way.</p>
Mr. Adams	(Inaudible)
Mr. Gast	I think it what it'd allow us do is it'd allow us to work with the planter strip to come up with an urban form of sidewalk versus a suburban form, so that we have more tree well kind of a proposition, although with more money and more concrete, but I think that that's you're trying to get at.
Ms. Knight	Thank you. I think that is what...
Mr. Gast	We've been doing this for a while.
Mr. Edmonds	Do we have to close...?
Ms. Jacobson	No, don't close it yet. Because I don't want to reopen it a second time so...

	So the Applicant put another option, so that's on the table or what you have in the staff report already is what's on the table. If you want to deviate from either one of those, then I think you need to keep going. Otherwise, if you're satisfied with one or the other of those options, and you're ready to vote on one or the other of those options, then go ahead and close. But let's not close and then reopen again.
Mr. Heberlein	I personally like what the Applicant has proposed. It's a question of how we word it. So, in a way that I don't have to necessarily word it as well as he did and it works for Staff as well.
Mr. Adams	Well, if I was to take a stab at it, and feel free to change my words, I would say change the, add a condition saying that H4 section is eliminated between the Paris Avenue and SW Orleans Ave, and then between the alley connection at the north edge of H2 up to SW Orleans Ave, H1 will be the section with the change of the profile that the, what's shown now as a 10.5 ft combined landscape sidewalk area shall contain a minimum 8-ft wide sidewalk.
Mr. Gast	I think to make it more simple, I would just say that from the terminus of pavers as identified in the Staff report along Villebois Dr North to the intersection of Orleans Ave, we'll implement Section H1 with direction that Staff work with the Applicant on the sidewalk planter strip reconfiguration.
Mr. Adams	Doesn't that leave it kind of open-ended?
Ms. Jacobson	I think that's good. I would just say "work with Staff to enlarge the sidewalk and reduce the planter strip configuration."
Mr. Gast	Perfect. Did somebody write that down?
Paula Pinyerd, Transcriptionist	Paraphrasing: "The Applicant to work with Staff to enlarge the sidewalk and reconfigure the sidewalk planter strip configuration?"
Ms. Jacobson	I would say that "The Applicant and Staff will work together to be able to create an 8-ft sidewalk by proportionally reducing the planter strip.
Mr. Edmonds	This condition that we're composing would replace PDA5?
Mr. Heberlein (?)	Would it replace PDA5 or would it be in addition to? Because PDA5 is really talking about where the pavers stop. This is talking about the reconfiguring of the street.
Mr. Edmonds	Oh I see. Well this would be a new PDA.
Mr. Adams	I think it would be a new PF condition.
Mr. Edmonds	PF Condition. Which would it be? PF what?
Mr. Adams	It would be the next number in line. It's not modifying a condition, it is adding a condition so it would be PFA50.
Chair Fierros Bower	Alright, now that we have the verbage figured out, is there any other questions for the Applicant before we close the hearing?
Ms. Jacobson	Paula, do you have that good enough in the record?
Ms. Pinyerd	Yes, I believe I do.
Mr. Gast	Thank you.
Chair Fierros Bower	Thank you. Is everybody comfortable with closing the hearing?
Ms. Pinyerd	I do have one more question: In all of the other reiterations of that condition we were mentioning street sections – H1, H2, H4, back and forth. Do we need to include that within that or just keep it as general possible with default to whatever "H" is being discussed?
Mr. Adams	What I would say is that "per the submitted plan on Sheet 7, Section H4 has been revised to Section H1."
Chair Fierros Bower	Any additional discussion items before I close the hearing? I declare the public hearing closed at 9:11 pm. Any additional questions for City Staff or



POLYGON INK COMPANY



GEODESIGN, INC.

REVISIONS	DESCRIPTION
DATE	

PDP 7C
VILLEBOIS
ROW HOMES

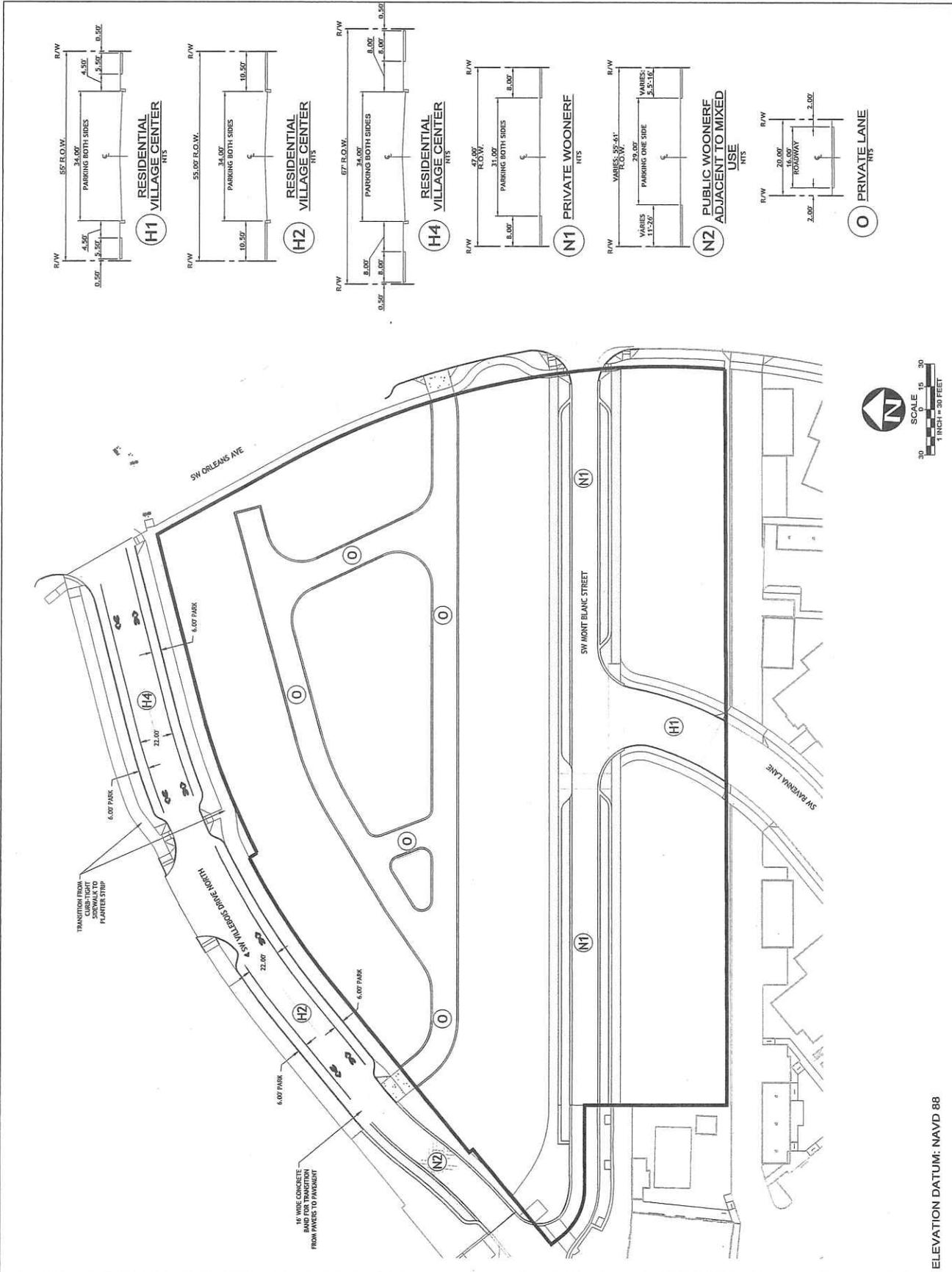
Preliminary
Development
Plan

CIRCULATION
PLAN &
STREET
SECTIONS

1ST SUBMITTAL DATE	4/29/2015
2ND SUBMITTAL DATE	5/29/2015
3RD SUBMITTAL DATE	8/5/2015

7

City of Wilsonville
EXHIBIT A4 DB15-0020 et seq



\\p01\3954527\09 Drawings\03 Planning\Submittals\39555\7\PC\CDWG - SHEET_2344_A4_15 - 899 AM.rvt



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 17, 2015	Subject: Ordinance No. 772 Zone Map Amendment from PF (Public Facility) to V (Village), Villebois – Preliminary Development Plan 7 Central for 68 row houses. Staff Members: Blaise Edmonds, Manager of Current Planning Department: Community Development, Planning Division	
Action Required	Development Review Board Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: August 3, 2015 <input checked="" type="checkbox"/> Ordinance 1 st Reading Date: August 3, 2015. <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: August 17, 2015 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comment: Following their review at the July 13 th meeting, the Development Review Board, Panel A recommends approval of the Zone Map Amendment.	
Staff Recommendation: Staff recommends that the City Council adopt Ordinance No. 772.		
Recommended Language for Motion: I move to approve Ordinance No. 772 on second reading.		
PROJECT / ISSUE RELATES TO: Comprehensive Plan, Zone Code and Villebois Master Plan.		
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) Villebois Master Plan	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL: Approve, modify, or deny Ordinance No. 772 for a Zone Map Amendment from the Public Facility (PF) zone to Village (V) zone on approximately 4.124 acres including adjacent street right-of ways which is southeast of SW Villebois Drive North.

EXECUTIVE SUMMARY: The Zone Map Amendment will enable development of 68 attached row house units within 9 buildings. Preliminary Development Plan 7 Central is within the Villebois Drive Address and the Woonerf Address, which have very high architectural

standards. The proposed V zone is consistent with the Comprehensive Plan designation of Residential-Village.

Development Review Board Panel A recommended that Council approve the Zone Map Amendment.

EXPECTED RESULTS: Adoption of Ordinance No. 772.

TIMELINE: The Zone Map Amendment will be in effect 30 days after the ordinance is adopted.

CURRENT YEAR BUDGET IMPACTS: None.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: SCole Date: 7/22/15

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 7/23/15

The Ordinance is approved as to form.

COMMUNITY INVOLVEMENT PROCESS:

The required public hearing notices have been sent. The application and proposed ordinance have gone through a duly noticed and conducted public hearing before the DRB.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

Ordinance No. 772 will support the continued build out of Villebois Center consistent with the Villebois Village Master Plan.

ALTERNATIVES: Not approve the Zone Map Amendment preventing development of the project as planned. Testimony could lead to condition modifications, but staff is unaware of any such proposed testimony.

CITY MANAGER COMMENT:

EXHIBITS and ATTACHMENTS:

Exhibit A – Zoning Order DB15-0030

Attachment 1: Map depicting Zone Map Amendment

Attachment 2: Legal Description and Survey Map

Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council

Exhibit C – DRB Panel A, Notice of Decision and Resolution No. 307.

Exhibit D – Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 13, 2015 and the application on compact disk.

Exhibit E – July 13, 2015 DRB Minutes

ORDINANCE NO. 772

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM PUBLIC FACILITY (PF) ZONE TO VILLAGE (V) ZONE ON APPROXIMATELY 4.124 ACRES COMPRISING TAX LOT 2700 OF SECTION 15AC, T3S, R1W, CLACKAMAS COUNTY, OREGON. POLYGON WLH, LLC, APPLICANT.

RECITIALS

WHEREAS, POLYGON WLH, LLC, (Applicant), of the real property legally described and shown on Attachment 2 Legal Description, attached hereto and incorporated by reference herein (“Property”) has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the request and prepared a staff report, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, which staff report was presented to the Development Review Board on July 13, 2015;

DB15-0029 Villebois SAP Central Preliminary Development Plan (PDP-7C Row Houses)
DB15-0030 Zone Map Amendment
DB15-0031 Tentative Subdivision Plat
DB15-0033 FDP-7C Final Development Plan
DB15-0034 SAP Refinements
DB15-0035 Type ‘C’ Tree Plan

WHEREAS, the Development Review Board Panel A held a public hearing on the application for a Zone Map Amendment (DB15-0030) and other related development applications (DB15-0029, DB15-0031 – DB15-0035) on July 13, 2015, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 307, attached hereto as Exhibit C and incorporated by reference herein, which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB15-0030); approves all other related applications; adopts the staff report with findings and recommendation, all as placed on the record at the hearing; and contingent upon City Council approval of the Zone Map Amendment, authorizes the Planning Director to issue approvals to the Applicant consistent with the staff report, as adopted by DRB Panel A; and

Tim Knapp, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Fitzgerald
Councilor Lehan

Exhibits and Attachments:

Exhibit A - Zoning Order DB15-0030

Attachment 1: Map depicting Zone Map Amendment

Attachment 2: Legal Description and Survey Map

Exhibit B – Planning Staff Report, Zone Change Findings, and Recommendation to City Council

Exhibit C - DRB Panel A, Notice of Decision and Resolution No. 307.

Exhibit D - Adopted Staff Report and DRB Recommendation (Exhibit A1), dated July 13, 2015 and the application on compact disk.

Exhibit E – July 13, 2015 DRB Minutes

Exhibit A

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILSONVILLE, OREGON
Zone Map Amendment for Villebois Phase 7 Central**

In the Matter of the Application of)	
Ms. Stacy Connery, Pacific Community)	
Design, Inc.,)	
Agent for the Applicant,)	
Polygon WLH, LLC., for)	ZONING ORDER DB15-0030
Rezoning of Land and Amendment)	
of the City of Wilsonville)	
Zoning Map Incorporated in Section 4.102)	
of the Wilsonville Code.)	

The above-entitled matter is before the Council to consider the application of DB15-0030, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on Attachment 2, has heretofore appeared on the City of Wilsonville Zoning Map as Public Facility (PF).

The Council having heard and considered all matters relevant to the application for a Zone Map Amendment, including the Development Review Board record and recommendation finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of 4.14 acres of Tax Lot 2700, Section 15AC, T3S, R1W as more particularly shown in the Zone Map Amendment Map, Attachment 1 and described in Attachment 2 is hereby rezoned to Village (V), subject to conditions detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This 17th day of August, 2015.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

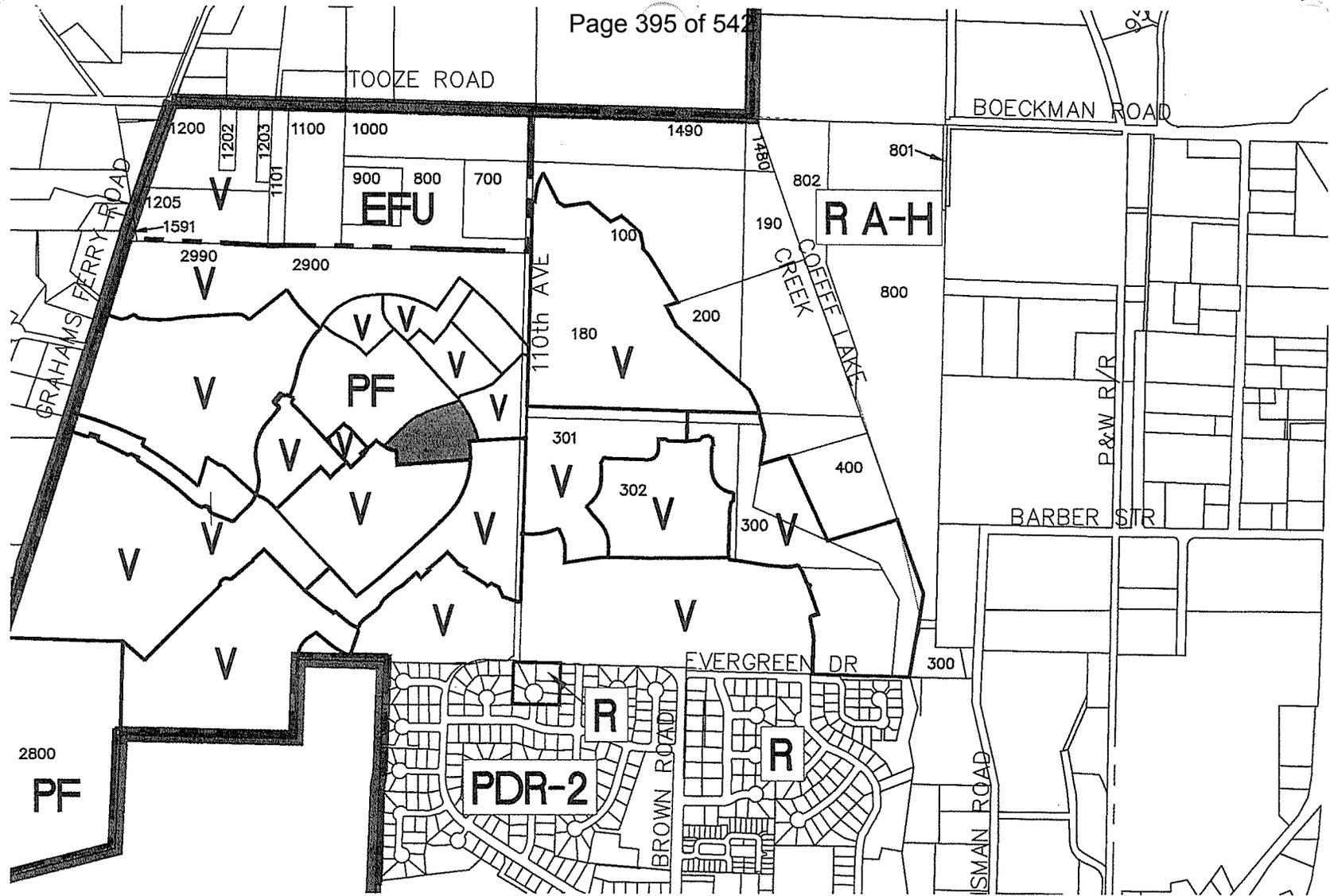
Michael E. Kohlhoff, City Attorney

ATTEST:

Sandra C. King, MMC, City Recorder

Exhibits and Attachments:

Exhibit A: Zone Order
Attachment 1, Map depicting Zone Map Amendment
Attachment 2, Legal Description and Survey Map



LEGEND

-  SUBJECT AREA - PROPOSED VILLAGE (V) ZONE (4.124 AC)
-  ZONE LINE
-  EXISTING UGB
-  EXISTING CITY BOUNDARY
- PF** EXISTING ZONING DESIGNATION



1" = 1000'

PROPOSED ZONE MAP AMENDMENT



EXHIBIT A

April 22, 2015

LEGAL DESCRIPTION

Job No. 395-057

A tract of land being Lot 75, plat of "Villebois Village Center No. 3", Clackamas County Plat Records, and public Right-of-Way, in the Northeast Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, State of Oregon, more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 75;

thence along the westerly property line of said Lot 75, North $03^{\circ}48'41''$ West, a distance of 93.50 feet to an angle point;

thence continuing along said westerly property line, South $86^{\circ}17'06''$ West, a distance of 15.25 feet to a point of tangential curvature;

thence continuing along said westerly property line, along a 40.00 foot radius tangential curve to the right, arc length of 35.45 feet, central angle of $50^{\circ}46'17''$, chord distance of 34.30 feet, and chord bearing of North $68^{\circ}19'42''$ West to a point of tangency;

thence continuing along said westerly property line and its extension, North $42^{\circ}56'36''$ West, a distance of 39.36 feet to a point on the centerline of SW Villebois Drive North;

thence along said centerline, North $47^{\circ}03'23''$ East, a distance of 222.74 feet to a point of tangential curvature;

thence continuing along said centerline, along a 500.50 foot radius tangential curve to the right, arc length of 218.25 feet, central angle of $24^{\circ}59'06''$, chord distance of 216.53 feet, and chord bearing of North $59^{\circ}32'56''$ East to a point of tangency;

thence continuing along said centerline, North $72^{\circ}02'29''$ East, a distance of 140.05 feet to a point on the extension of the westerly plat line of Partition Plat No. 2010-046, Clackamas County Plat Records;

thence along said westerly plat line and its extension, South $32^{\circ}57'13''$ East, a distance of 122.07 feet to a point of tangential curvature;

thence continuing along said westerly plat line, along a 535.50 foot radius tangential curve to the right, arc length of 315.80 feet, central angle of $33^{\circ}47'19''$, chord distance of 311.24 feet, and chord bearing of South $16^{\circ}03'34''$ East to a point on the northerly plat line of "Villebois Village Center", Clackamas County Plat Records;

thence along said northerly plat line, South 86°11'19" West, a distance of 516.54 feet to the POINT OF BEGINNING.

Containing 4.124 acres, more or less.

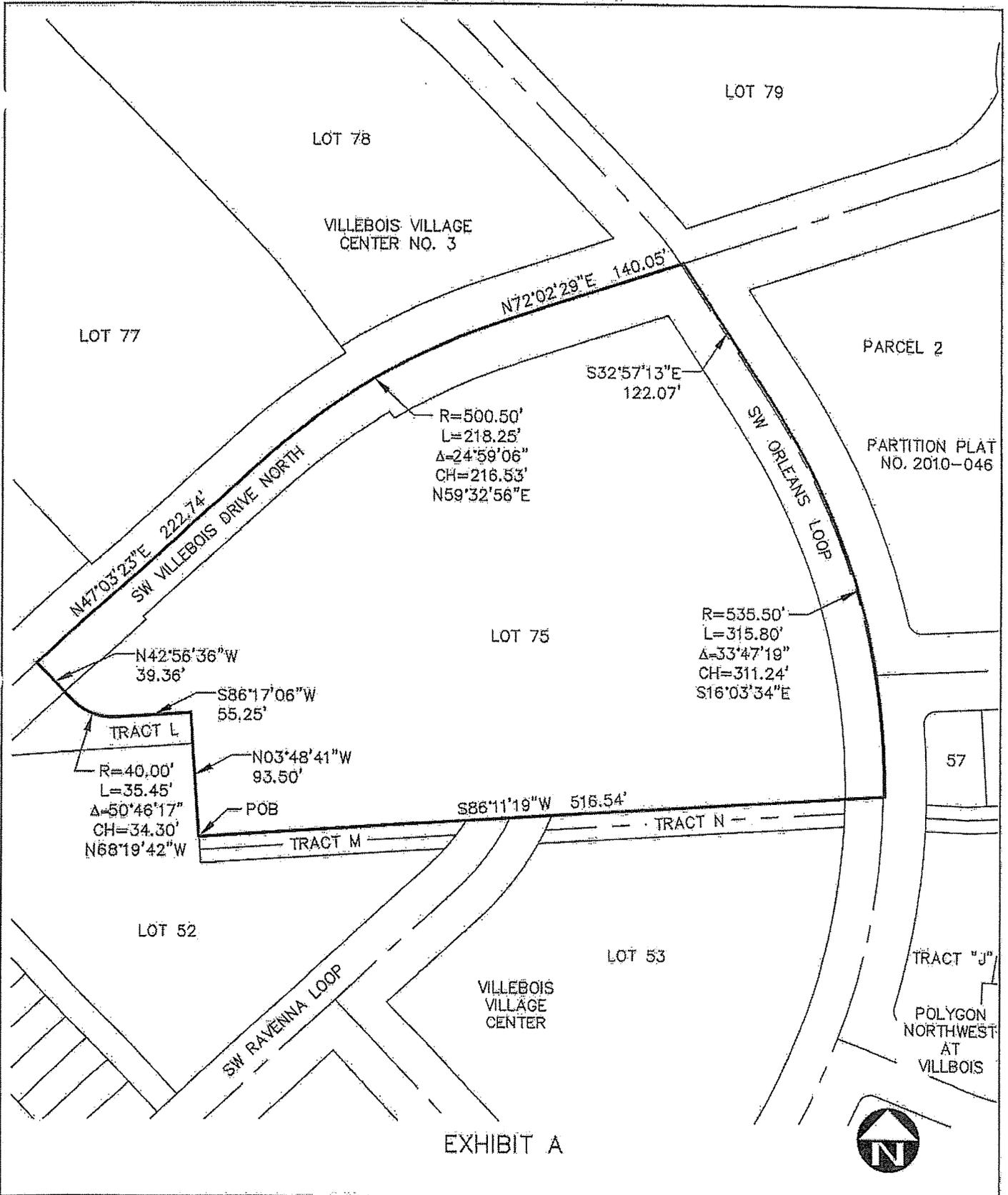
Basis of bearings being plat of "Villebois Village Center No. 3", Clackamas County Plat Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2015



I:\proj\395-0... drawings\06-Survey\Legal\395057-ZoneChange.dwg - SHEET: Legal - Apr. 22, 15 - 12:07 PM 15

DRAWN BY: TCJ DATE: 4/22/15
 REVIEWED BY: TCJ DATE: 4/22/15
 PROJECT NO.: 395-057
 SCALE: 1"=100'
 PAGE 3 OF 3



12564 SW Main St
 Tigard, OR 97223
 [T] 503-941-9484
 [F] 503-941-9485



29799 SW Town Center Loop E
Wilsonville, Oregon 97070
(503) 682-1011
(503) 682-1015 Fax Administration
(503) 682-7025 Fax Community Development

VIA: Certified Mail, Return Receipt Requested

July 14, 2015

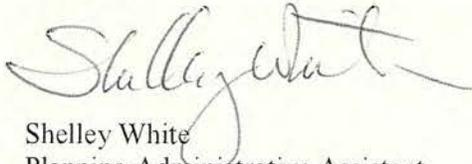
Brian Paul
RCS- Villebois Development LLC
371 Centennial Pkwy.
Louisville, CO 80027

Re: Villebois SAP Central PDP 7 Rowhomes 'Mont Blanc'

Case Files:	Request A:	DB15-0029	Villebois SAP Central Preliminary Development Plan (PDP-7C Row Homes)
	Request B:	DB15-0030	Zone Map Amendment
	Request C:	DB15-0031	Tentative Subdivision Plat
	Request D:	DB15-0033	PDP-7C Final Development Plan
	Request E:	DB15-0034	SAP Refinements
	Request F:	DB15-0035	Type 'C' Tree Plan

Two copies of the Development Review Board's decision on your referenced project, including conditions of approval rendered are attached. *Please note that these approvals are contingent upon the City Council's approval of the Zone Map Amendment, which is scheduled for a hearing on August 3, 2015.*

Please note that your signature acknowledging receipt and acceptance of the Conditions of Approval is required to be returned to the Planning Office before the decision is effective. One copy is provided for this purpose. Please sign and return to the undersigned. Thank you.


Shelley White
Planning Administrative Assistant

CC: Fred Gast – Polygon WLH, LLC
Stacy Connery – Pacific Community Design
Rudy Kadlub – Costa Pacific Communities



July 14, 2015

DEVELOPMENT REVIEW BOARD PANEL A

**DEVELOPMENT REVIEW BOARD NOTICE OF DECISION AND
RECOMMENDATION TO CITY COUNCIL**

Project Name: Villebois PDP 7 Central Rowhomes 'Mont Blanc'

Case Files:

Request A:	DB15-0029	Villebois SAP Central Preliminary Development Plan (PDP-7C Row Homes)
Request B:	DB15-0030	Zone Map Amendment
Request C:	DB15-0031	Tentative Subdivision Plat
Request D:	DB15-0033	PDP-7C Final Development Plan
Request E:	DB15-0034	SAP Refinements
Request F:	DB15-0035	Type 'C' Tree Plan

Owner: RCS – Villebois Development LLC

Applicant: Fred Gast – Polygon WLH LLC

Applicant's Representative: Stacy Connery – Pacific Community Design

Property Description: Tax Lot 2700 in Section 15AC; T3S R1W; Clackamas County; Wilsonville, Oregon.

Location: Phase 7 of SAP-Central, Villebois

On July 13, 2015, at the meeting of the Development Review Board Panel A, the following action was taken on the above-referenced proposed development applications:

Request B: The DRB has forwarded a recommendation of approval to the City Council. ***A Council hearing date is scheduled for Monday, August 3, 2015 to hear this item.***

Requests A, C, D, E, and F:
Approved with conditions of approval.
These approvals are contingent upon City Council's approval of Request B.

An appeal of Requests A, C, D, E, and F to the City Council by anyone who is adversely affected or aggrieved, and who has participated in this hearing, orally or in writing, must be filed with the City Recorder within fourteen (14) calendar days of the mailing of this Notice of Decision. *WC Sec. 4.022(.02)*. A person who has been mailed this written notice of decision cannot appeal the decision directly to the Land Use Board of Appeals under *ORS 197.830*.

This decision has been finalized in written form and placed on file in the City records at the Wilsonville City Hall this 14th day of July 2015 and is available for public inspection. The decision regarding Requests A, C, D, E, and F shall become final and effective on the fifteenth (15th) calendar day after the postmarked date of this written Notice of Decision, unless appealed or called up for review by the Council in accordance with *WC Sec. 4.022(.09)*.

Written decision is attached

For further information, please contact the Wilsonville Planning Division at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon 97070 or phone 503-682-4960

Attachments: DRB Resolution No. 307, including adopted staff report with conditions of approval.

**DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 307**

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF A ZONE MAP AMENDMENT FROM PUBLIC FACILITY (PF) ZONE TO VILLAGE (V) ZONE, AND ADOPTING FINDINGS AND CONDITIONS APPROVING SPECIFIC AREA PLAN – CENTRAL REFINEMENTS, PRELIMINARY DEVELOPMENT PLAN, TENTATIVE SUBDIVISION PLAT, FINAL DEVELOPMENT PLAN AND TYPE ‘C’ TREE REMOVAL AND PRESERVATION PLAN FOR THE DEVELOPMENT OF ROW HOUSES IN PHASE 7 OF SAP-CENTRAL. THE SUBJECT PROPERTY IS LOCATED ON TAX LOT 2700 OF SECTION 15AC, T3S, R1W, CLACKAMAS COUNTY, OREGON. POLYGON WLH, LLC, APPLICANT.

RECITALS

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared a staff report on the above-captioned subject dated July 6, 2015, and

WHEREAS, said planning exhibits and staff reports were duly considered by the Development Review Board at a regularly scheduled meeting conducted on July 13, 2015, at which time exhibits, together with findings and public testimony were entered into the public record, and

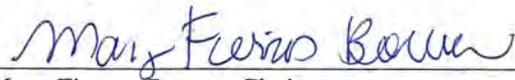
WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated July 6, 2015, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations, subject to, as applicable, City Council approval of the Zone Map Amendment (DB15-0030) for:

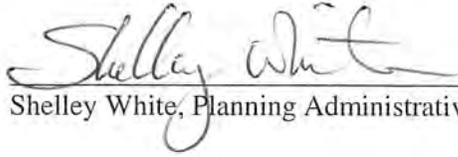
DB15-0029 Villebois SAP Central Preliminary Development Plan (PDP-7C Row Houses)
DB15-0031 Tentative Subdivision Plat
DB15-0033 FDP-7C Final Development Plan
DB15-0034 SAP Refinements
DB15-0035 Type ‘C’ Tree Plan

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 13th day of July 2015 and filed with the Planning Administrative Assistant on July 14, 2015. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.



Mary Fierros Bower, Chair
Development Review Board, Panel A

Attest:



Shelley White, Planning Administrative Assistant

Exhibit A1

Revised STAFF REPORT
WILSONVILLE PLANNING DIVISION
Mont Blanc
PDP-7C, 68 Row House Units and Future Development on Lot 42
DEVELOPMENT REVIEW BOARD
Quasi-judicial Hearing
(Amended and Adopted July 13, 2015)

Strike-through = Deleted words
Bold/Italic = New words

Public Hearing Date: July 13, 2015
Date of Report: July 6, 2015
Revised: July 9, 2015

Applicant: Polygon WHL, LLC
Property Owner: RCS – Villebois Development, LLC

Applicant’s Representative: Stacy Connery, AICP, Pacific Community Design, Inc.

Request: Pacific Community Design Inc., acting as applicant for Polygon WLH, LLC proposes the development of 68 row house units within 9 buildings, and Lot No. 42 for future mixed-use development.

Request A: DB15-0029 Villebois SAP Central Preliminary Development Plan (PDP-7C Row Houses)

Request B: DB15-0030 Zone Map Amendment

Request C: DB15-0031 Tentative Subdivision Plat

Request D: DB15-0033 ~~P~~ FDP-7C Final Development Plan

Request E: DB15-0034 SAP Refinements

Request F: DB15-0035 Type ‘C’ Tree Plan

Staff Reviewers: Blaise Edmonds, Manager of Current Planning; Steve Adams, Development Engineering Manager and Kerry Rappold, Natural Resources Program Manager.

Applicant’s Project Narrative is found on pages 4 through 7, Section IA of Exhibit B1.

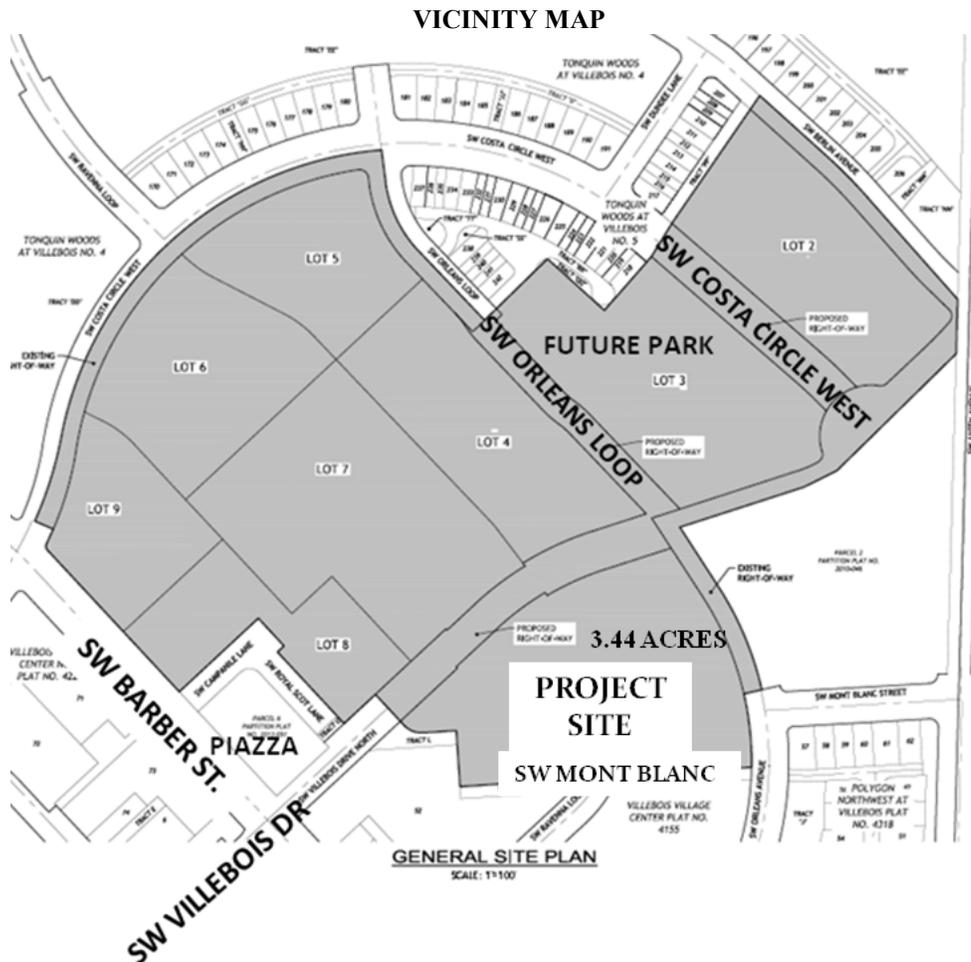
Comprehensive Plan Designation: Residential-Village (R-V)

Zone Map Designation: Public Facility (PF) proposed re-zoning to Village (V)

Size: 3.44 gross acres. *4.124 acres including adjacent street right-of-ways for Zone Map Amendment.*

Recommended Action: Approve Requests A through F with proposed conditions of approval beginning on page 6. Recommend approval of the requested Zone Map Amendment to City Council.

Legal Description: The project site is specifically described as being Tax Lot 2700 in Section 15AC, 1S, 3W, Wilsonville, Clackamas County, Oregon.



SUMMARY:

Request A – Preliminary Development Plan (PDP-7 Central):

The proposed Preliminary Development Plan for Specific Area Plan Central (PDP 7 Central) comprises 3.44 gross acres. The applicant proposes 68 row house units within 9 buildings, and a future mixed-use development on Lot 42 (.11 acres); .32 acres of linear green space; .10 acres of public streets; 2.32 acres in lots and alleys and .59 acres in private streets and associated infrastructure improvements.

Traffic Impact: The proposed project meets the city concurrency criteria in Subsection

4.140.09(J)(2) for traffic.

Public Utilities: The proposed project with Engineering Division PF conditions of approval referenced therein, meets the City’s public works standards for public utilities for streets, water, sanitary sewer and storm drainage.

As demonstrated in findings A1 through A43, the proposed Preliminary Development Plan meets all applicable requirements in Section 4.125.01 through .07 and of Specific Area Plan – Central.

Request B – Zone Map Amendment:

The proposal is to change the Public Facility (PF) zone to the Village (V) zone. The proposed row house residential use is permitted under Wilsonville Code Section 4.125. The proposed Zone Map Amendment would enable the development permitting process.

As demonstrated in findings B1 through B12, the proposed Zone Map Amendment meets all applicable requirements in Section 4.197 subject to compliance with proposed conditions of approval.

Request C - Tentative Subdivision Plat:

The applicant is proposing the subdivision of property into 68 residential lots for attached row houses, one future development lot (Lot 42), along with alleys, open space, and street rights-of-way. The name of the proposed subdivision is “PDP-7C Villebois Row Homes.”

As demonstrated in findings C1 through C43, Staff is recommending that the proposed Tentative Subdivision Plat be approved and it meets the City criteria in Section 4.200 4.270 and 4.300 through 4.320 Land Division Standards.

Request D – Final Development Plan (FDP):

The row house buildings proposed along SW Villebois Drive North and SW Orleans Avenue are subject to Village Center Architectural Standards (VCAS).The row house buildings proposed along SW Mont Blanc Street are subject to Village Center Architectural Standards (VCAS) and with the Woonerf Address standards, and the row houses proposed along SW Villebois Drive North are subject to the VCAS standards and the Villebois Drive Address standards. All the other row houses are subject to the VCAS standards. The primary intent of the Address approach is to establish unique to its location within Villebois.

As demonstrated in findings D1 through D97, with conditions of approval referenced therein, the proposed Final Development Plan should be approved subject to compliance with proposed conditions of approval.

Request E - SAP Refinements:

Except for the request to delete pervious pavers along SW Villebois Drive North, as demonstrated in findings E1 through E21, the proposed SAP refinements meet all applicable requirements in Section 4.197 subject to compliance with proposed conditions of approval.

Proposed refinements:

1. Street network – SW Ravenna Loop
2. Parks, trails and open space
3. Location and mix of land uses
4. Housing density
5. Rainwater Management Plan - pervious pavers

See the discussion under “Discussion Topics” regarding the proposed refinement to the Rainwater Management Plan.

Request F – Type ‘C’ Tree Plan:

As demonstrated in findings F1 through F7, with conditions of approval referenced therein, the proposed Type ‘C’ Tree Plan should be approved subject to compliance with proposed conditions of approval.

DISCUSSION TOPICS:

Refinement: Pervious Pavers at SW Villebois Drive. The applicant is proposing to construct bio retention cells along SW Villebois Drive North from SW Mont Blanc Street to SW Orleans Avenue. A revised rainwater memorandum is included in Exhibit B1 which details the percentage of treatment achieved as shown on Plan Sheet 6, Composite Utility Plan. The project engineer indicates that the proposed rainwater management program will treat 80% of the impervious area created on site. However, the applicant is proposing to not install pervious pavers along SW Villebois Drive North between SW Mont Blanc Street and SW Paris Avenue. Thus the applicant is proposing a refinement from the Rainwater Management Plan, shown in Figure A, of Section IIC, Exhibit B1 to remove the pervious paver roadway with impervious pavement. In the professional opinion of staff this refinement does not set the “tone for a more urban experience” envisioned in the Villebois Drive Address. Villebois Area Plan – Central. Village Center Architectural Standards (VCAS) Narrative 1.1. VCAS Narrative 1.1 states:

“Villebois Drive is a front door to the Village Center. Though predominantly residential, it sets the tone for a more urban experience. The architectural components of this address, therefore, are similar to that of the Plaza.”

Staff is recommending that the refinement to not construct pervious pavers on the public street, SW Villebois Drive North located between SW Mont Blanc Street and SW Paris Avenue be modified to require pervious pavers up through the frontage of proposed Lot 42 (future site of mixed use development). In the professional opinion of staff this would be the logical transition for street surface types between the “urban experience” commercial and residential along SW Villebois Drive North. Staff further points out that on Final Development Plan Sheet L1 of Section VIB of Exhibit B1 “Permeable Concrete Pavers” are proposed for street surface, street parking and sidewalks on the private street, SW Mont Blanc. Plan Sheet note 12/15 of Plan Sheet L1 specifies the manufacture, model, color, finish and size of the paver units. This is consistent with the Rainwater Management Plan. “Pervious pavement” (underline emphasis added by staff)

referenced by the project engineer in his May 19th memorandum, Section IIC of Exhibit B1 must not be allowed.

Applicable Review Criteria: Planning and Land Development Ordinance:

Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.113	Residential Development in Any Zone
Section 4.125	V-Village Zone
Section 4.154	Bicycle, Pedestrian, and Transit Facilities
Section 4.155	Parking, Loading, and Bicycle Parking
Section 4.167	Access, Ingress, and Egress
Section 4.175	Public Safety and Crime Prevention
Section 4.176	Landscaping
Section 4.177	Street Improvement Standards
Section 4.179	Multi-Unit Residential and Non-Residential Buildings.
Section 4.197	Zone Map Amendment
Sections 4.200 through 4.220	Land Divisions
Section 4.121	Site Design Review
Sections 4.236 through 4.270	Land Division Standards
Sections 4.300 through 4.320	Underground Utilities
Sections 4.600 through 4.640.20 as applicable	Tree Preservation and Protection
OTHER CITY PLANNING DOCUMENTS:	
Villebois Village Master Plan	
Villebois Rainwater Management Plan	
VCAS standards and including The Villebois Drive Address and Woonerf Address.	
SAP Central Approval Documents	
Comprehensive Plan	

PROPOSED CONDITIONS OF APPROVAL FOR DB15-0029 – DB15-0031 and DB15-0033 – DB15-0034:

Based on the applicant’s findings, findings of fact, analysis and conclusionary findings, staff recommends that the Development Review Board approve the application with the following conditions of approval:

<p>PD = Planning Division conditions BD – Building Division Conditions PF = Engineering Conditions. NR = Natural Resources Conditions TR = SMART/Transit Conditions FD = Tualatin Valley Fire and Rescue Conditions PW = Public Works</p>
--

The following Conditions of Approval are provided by the Engineering, Natural Resources, or Building Divisions of the City’s Community Development Department or Tualatin Valley Fire and Rescue, all of which have authority over development approval. A number of these conditions of approval are not related to land use regulations under the authority of the Development Review Board or Planning Director. Only those conditions of approval related to criteria in Chapter 4 of Wilsonville Code and the Comprehensive Plan, including but not limited to those related to traffic level of service, site vision clearance, recording of plats, and concurrency, are subject to the Land Use review and appeal process defined in Wilsonville Code and Oregon Revised Statutes and Administrative Rules. Other conditions of approval are based on City Code chapters other than Chapter 4, state law, federal law, or other agency rules and regulations. Questions or requests about the applicability, appeal, exemption or non-compliance related to these other conditions of approval should be directed to the City Department, Division, or non-City agency with authority over the relevant portion of the development approval.

REQUEST A: PRELIMINARY DEVELOPMENT PLAN – PDP 7C

PDA1.	Approval of the Preliminary Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).
PDA2.	Street lighting types and spacing shall be as shown in the Community Elements Book and as approved by the Engineering Division during the Public Works permitting process. See Finding A15.
PDA3.	All park and open space improvements approved by the Development Review Board, including associated improvements, shall be completed prior the issuance of the thirty-fifth (35th) house permit for PDP 7 Central. If weather or other special circumstances prohibit completion, bonding for the improvements will be permitted. See Finding A38.
PDA4.	The Applicant/ Owner shall waive the right of remonstrance against any local improvement district that may be formed to provide public improvements serve the subject site. Before the start of construction, a waiver of right to remonstrance shall be submitted to the City Attorney.

PDA5.	The Applicant/Owner shall install pervious pavers within the street, street parking and sidewalks on SW Villebois Drive North between SW Mont Blanc Street and up to the alley driveway of proposed Lot 42. The City Engineering Division will review the street design during the public works permit review. See Finding E13.
PDA6.	In the Central SAP, parks shall be constructed within each PDP and that pro rata portion of the estimated cost of Central SAP parks not within the PDP, calculated on a dwelling unit basis, shall be bonded or otherwise secured to the satisfaction of the City

BDA1. RETAINING WALLS. As part of the grading permit submittal any retaining walls shown shall be clearly identified as requiring or not requiring a building permit from the Building Division.

A permit from the Building Division is required for retaining walls that:

- Retain material which in turn supports a regulated building, accessory parking, a required accessible route or the means of egress.
- Retain materials which, if not restrained, could impact buildings, accessory parking, a required accessible route or the means of egress.

No permit is required for retaining walls that:

- Retain materials solely for landscaping purposes.

The Engineering Division may require a permit for a retaining wall that affects work within the scope of their jurisdiction.

Standard Comments:																					
PFA 1.	All construction or improvements to public works facilities shall be in conformance to the City of Wilsonville Public Works Standards - 2014.																				
PFA 2.	Applicant shall submit insurance requirements to the City of Wilsonville in the following amounts: <table style="margin-left: 40px; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Coverage (Aggregate, accept where noted)</i></th> <th style="text-align: right;"><i>Limit</i></th> </tr> </thead> <tbody> <tr> <td>Commercial General Liability</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">General Aggregate (per project)</td> <td style="text-align: right;">\$ 3,000,000</td> </tr> <tr> <td style="padding-left: 20px;">General Aggregate (per occurrence)</td> <td style="text-align: right;">\$ 2,000,000</td> </tr> <tr> <td style="padding-left: 20px;">Fire Damage (any one fire)</td> <td style="text-align: right;">\$ 50,000</td> </tr> <tr> <td style="padding-left: 20px;">Medical Expense (any one person)</td> <td style="text-align: right;">\$ 10,000</td> </tr> <tr> <td>Business Automobile Liability Insurance</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Each Occurrence</td> <td style="text-align: right;">\$ 1,000,000</td> </tr> <tr> <td style="padding-left: 20px;">Aggregate</td> <td style="text-align: right;">\$ 2,000,000</td> </tr> <tr> <td>Workers Compensation Insurance</td> <td style="text-align: right;">\$ 500,000</td> </tr> </tbody> </table>	<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>	Commercial General Liability		General Aggregate (per project)	\$ 3,000,000	General Aggregate (per occurrence)	\$ 2,000,000	Fire Damage (any one fire)	\$ 50,000	Medical Expense (any one person)	\$ 10,000	Business Automobile Liability Insurance		Each Occurrence	\$ 1,000,000	Aggregate	\$ 2,000,000	Workers Compensation Insurance	\$ 500,000
<i>Coverage (Aggregate, accept where noted)</i>	<i>Limit</i>																				
Commercial General Liability																					
General Aggregate (per project)	\$ 3,000,000																				
General Aggregate (per occurrence)	\$ 2,000,000																				
Fire Damage (any one fire)	\$ 50,000																				
Medical Expense (any one person)	\$ 10,000																				
Business Automobile Liability Insurance																					
Each Occurrence	\$ 1,000,000																				
Aggregate	\$ 2,000,000																				
Workers Compensation Insurance	\$ 500,000																				
PFA 3.	No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, right-of-way and easements have been obtained and Staff is notified a minimum of 24 hours in advance.																				
PFA 4.	All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Wilsonville Public Work's Standards.																				

PFA 5. Plans submitted for review shall meet the following general criteria:

- a. Utility improvements that shall be maintained by the public and are not contained within a public right-of-way shall be provided a maintenance access acceptable to the City. The public utility improvements shall be centered in a minimum 15-ft. wide public easement for single utilities and a minimum 20-ft wide public easement for two parallel utilities and shall be conveyed to the City on its dedication forms.
- b. Design of any public utility improvements shall be approved at the time of the issuance of a Public Works Permit. Private utility improvements are subject to review and approval by the City Building Department.
- c. In the plan set for the PW Permit, existing utilities and features, and proposed new private utilities shall be shown in a lighter, grey print. Proposed public improvements shall be shown in bolder, black print.
- d. All elevations on design plans and record drawings shall be based on NAVD 88 Datum.
- e. All proposed on and off-site public/private utility improvements shall comply with the State of Oregon and the City of Wilsonville requirements and any other applicable codes.
- f. Design plans shall identify locations for street lighting, gas service, power lines, telephone poles, cable television, mailboxes and any other public or private utility within the general construction area.
- g. As per City of Wilsonville Ordinance No. 615, all new gas, telephone, cable, fiber-optic and electric improvements etc. shall be installed underground. Existing overhead utilities shall be undergrounded wherever reasonably possible.
- h. Any final site landscaping and signing shall not impede any proposed or existing driveway or interior maneuvering sight distance.
- i. Erosion Control Plan that conforms to City of Wilsonville Ordinance No. 482.
- j. Existing/proposed right-of-way, easements and adjacent driveways shall be identified.
- k. All engineering plans shall be printed to PDF, combined to a single file, stamped and digitally signed by a Professional Engineer registered in the State of Oregon.
- l. All plans submitted for review shall be in sets of a digitally signed PDF and three printed sets.

PFA 6. Submit plans in the following general format and order for all public works construction to be maintained by the City:

- a. Cover sheet
- b. City of Wilsonville construction note sheet
- c. General construction note sheet
- d. Existing conditions plan.
- e. Erosion control and tree protection plan.
- f. Site plan. Include property line boundaries, water quality pond boundaries, sidewalk improvements, right-of-way (existing/proposed), easements (existing/proposed), and sidewalk and road connections to adjoining properties.
- g. Grading plan, with 1-foot contours.
- h. Composite utility plan; identify storm, sanitary, and water lines; identify storm and sanitary manholes.
- i. Detailed plans; show plan view and either profile view or provide i.e's at all utility crossings; include laterals in profile view or provide table with i.e's at crossings; vertical scale 1"= 5', horizontal scale 1"= 20' or 1"= 30'.

	<ul style="list-style-type: none"> j. Street plans. k. Storm sewer/drainage plans; number all lines, manholes, catch basins, and cleanouts for easier reference l. Water and sanitary sewer plans; plan; number all lines, manholes, and cleanouts for easier reference. m. Detailed plan for storm water detention facility (both plan and profile views), including water quality orifice diameter and manhole rim elevations. Provide detail of inlet structure and energy dissipation device. Provide details of drain inlets, structures, and piping for outfall structure. Note that although storm water detention facilities are typically privately maintained they will be inspected by engineering, and the plans must be part of the Public Works Permit set. n. Detailed plan for water quality facility (both plan and profile views). Note that although storm water quality facilities are typically privately maintained they will be inspected by Natural Resources, and the plans must be part of the Public Works Permit set. o. Composite franchise utility plan. p. City of Wilsonville detail drawings. q. Illumination plan. r. Striping and signage plan. s. Landscape plan.
PFA 7.	Design engineer shall coordinate with the City in numbering the sanitary and stormwater sewer systems to reflect the City’s numbering system. Video testing and sanitary manhole testing will refer to City’s numbering system.
PFA 8.	The applicant shall install, operate and maintain adequate erosion control measures in conformance with the standards adopted by the City of Wilsonville Ordinance No. 482 during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed.
PFA 9.	Applicant shall work with City’s Natural Resources office before disturbing any soil on the respective site. If 5 or more acres of the site will be disturbed applicant shall obtain a 1200-C permit from the Oregon Department of Environmental Quality. If 1 to less than 5 acres of the site will be disturbed a 1200-CN permit from the City of Wilsonville is required.
PFA 10.	A storm water analysis prepared by a Professional Engineer registered in the State of Oregon shall be submitted for review and approval by the City.
PFA 11.	The applicant shall be in conformance with all water quality requirements for the proposed development per the Public Works Standards. If a mechanical water quality system is used, prior to City acceptance of the project the applicant shall provide a letter from the system manufacturer stating that the system was installed per specifications and is functioning as designed.
PFA 12.	Storm water quality facilities shall have approved landscape planted and/or some other erosion control method installed and approved by the City of Wilsonville prior to streets and/or alleys being paved.
PFA 13.	The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with

	applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards.
PFA 14.	All survey monuments on the subject site or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
PFA 15.	Sidewalks, crosswalks and pedestrian linkages in the public right-of-way shall be in compliance with the requirements of the U.S. Access Board.
PFA 16.	No surcharging of sanitary or storm water manholes is allowed.
PFA 17.	The project shall connect to an existing manhole or install a manhole at each connection point to the public storm system and sanitary sewer system.
PFA 18.	A City approved energy dissipation device shall be installed at all proposed storm system outfalls. Storm outfall facilities shall be designed and constructed in conformance with the Public Works Standards.
PFA 19.	The applicant shall provide a ‘stamped’ engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways.
PFA 20.	All required pavement markings, in conformance with the Transportation Systems Plan and the Bike and Pedestrian Master Plan, shall be completed in conjunction with any conditioned street improvements.
PFA 21.	Street and traffic signs shall have a hi-intensity prismatic finish meeting ASTM 4956 Spec Type 4 standards.
PFA 22.	The applicant shall provide adequate sight distance at all project driveways by driveway placement or vegetation control. Specific designs to be submitted and approved by the City Engineer. Coordinate and align proposed driveways with driveways on the opposite side of the proposed project site.
PFA 23.	Access requirements, including sight distance, shall conform to the City's Transportation Systems Plan (TSP) or as approved by the City Engineer. Landscaping plantings shall be low enough to provide adequate sight distance at all street intersections and alley/street intersections.
PFA 24.	Applicant shall design interior streets and alleys to meet specifications of Tualatin Valley Fire & Rescue and Allied Waste Management (United Disposal) for access and use of their vehicles.
PFA 25.	The applicant shall provide the City with a Stormwater Maintenance and Access Easement (on City approved forms) for City inspection of those portions of the storm system to be privately maintained. Stormwater or rainwater LID facilities may be located within the public right-of-way upon approval of the City Engineer. Applicant shall maintain all LID storm water components and private conventional

	storm water facilities; maintenance shall transfer to the respective homeowners association when it is formed.				
PFA 26.	The applicant shall “loop” proposed waterlines by connecting to the existing City waterlines where applicable.				
PFA 27.	All water lines that are to be temporary dead-end lines due to the phasing of construction shall have a valved tee with fire-hydrant assembly installed at the end of the line.				
PFA 28.	Applicant shall provide a minimum 6-foot Public Utility Easement on lot frontages to all public right-of-ways. An 8-foot PUE shall be provided along Collectors. A 10-ft PUE shall be provided along Minor and Major Arterials.				
PFA 29.	For any new public easements created with the project the Applicant shall be required to produce the specific survey exhibits establishing the easement and shall provide the City with the appropriate Easement document (on City approved forms).				
PFA 30.	<p>Mylar Record Drawings:</p> <p>At the completion of the installation of any required public improvements, and before a 'punch list' inspection is scheduled, the Engineer shall perform a record survey. Said survey shall be the basis for the preparation of 'record drawings' which will serve as the physical record of those changes made to the plans and/or specifications, originally approved by Staff, that occurred during construction. Using the record survey as a guide, the appropriate changes will be made to the construction plans and/or specifications and a complete revised 'set' shall be submitted. The 'set' shall consist of drawings on 3 mil. Mylar and an electronic copy in AutoCAD, current version, and a digitally signed PDF.</p>				
Specific Comments:					
PFA 31.	<p>At the request of Staff, DKS Associates completed a Transportation Study, dated May 28, 2015. The project is hereby limited to no more than the following impacts.</p> <table border="0"> <tr> <td>Estimated New PM Peak Hour Trips</td> <td>35</td> </tr> <tr> <td>Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area</td> <td>8</td> </tr> </table>	Estimated New PM Peak Hour Trips	35	Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	8
Estimated New PM Peak Hour Trips	35				
Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	8				
PFA 32.	<p>The initial approval of SAP Central consisted of 9 single family units, 500 townhome/condo units, and 501 apartment units for a total of 1,010 residential units, along with 20,000 sq. ft. of commercial space. Based on assumed trip generation rates, these land uses were estimated to generate 616 p.m. peak hour trips.</p> <p>Previous changes to housing types in SAP Central created a land use that included 74 single family units, 392 townhome/condo units, and 533 apartment units for a total of 999 residential units, along with 33,000 of commercial space. Based on these counts, it is estimated that SAP Central will generate 670 p.m. peak hour trips. This is 54 p.m. peak hour trips above what was initially approved for SAP Central.</p> <p>The currently proposed land use includes 74 single family units, 423</p>				

townhome/condo units, and 515 apartment units for a total of 1,012 residential units, along with 33,000 of commercial space. Based on these counts, it is estimated that SAP Central will generate 675 p.m. peak hour trips. This is 5 P.M. peak hour trips above what was previously expected and 59 p.m. peak hour trips above what was initially approved for SAP Central.

Many of the changes from townhome/condo units to single family units occur with this proposed development. The applicant may be required to pay Street SDC fees for these additional 5 PM Peak Hour Trips, unless applicant can show evidence of other arrangements with the City having been made.

- PFA 33.** Consistent with other development within Villebois Village, the applicant shall be required to complete design and construction for full street improvements through the far curb and gutter for the extension of Villebois Drive North northwest of the proposed development. Design and improvements shall include street lighting on both sides of the streets. Note that the configuration of the Paris Avenue connection to Villebois Drive North is likely to change from the off-set roundabout circle shown on Villebois Village Master Plans. Applicant shall work with City engineering to determine a preferred alignment of Paris Ave. and connection to Villebois Drive North.
- PFA 34.** Engineering supports City Planning staff's alternative of constructing Villebois Drive North as a full width paver stone street only adjacent to proposed mixed use Lot 42. Northeast of this area Villebois Drive North can be constructed with Asphaltic Pavement
- PFA 35.** Development of the land northwest of Villebois Drive North is unknown at this time. Therefore this segment of Villebois Drive North (northeast of the paver stone section) will be allowed to be designed for a 5" section of asphalt and shall be paved with a single 3" base lift; 2" top lift to be completed by adjacent development when it occurs. Streets shall be designed in conformance to the applicable street type as shown in the Villebois Village Master Plan.
- PFA 36.** The Villebois Master Plan shows Ravenna Loop bisecting the proposed development connecting Mont Blanc to Villebois Drive North. City Engineering views this connection as redundant with traffic being able to use Orleans Avenue through Villebois Central. Engineering has already worked with the developer in eliminating this street connection and renaming Ravenna Loop north of the development to Paris Avenue; the name change has been recorded with Clackamas County and new street signs have been installed. Ravenna Loop south of the proposed development shall be renamed Ravenna Lane. City staff will handle the paperwork and notification to citizens of the name change, applicant shall purchase and install new street signage for Ravenna Lane after the name change has been authorized.
- PFA 37.** To maintain pedestrian and bicycle north/south connectivity with the removal of Ravenna Loop, the applicant shall construct a minimum 12-foot wide multi-use path between Mont Blanc Street and Villebois Drive North and provide a public ingress/egress easement over the pathway. Applicant shall align this multi-use path with the ADA ramp across Villebois Drive North as best possible. Note that the

	configuration of the Paris Avenue connection to Villebois Drive North is likely to change from the off-set roundabout circle shown on Villebois Village Master Plans. Applicant shall align this ADA ramp as best possible to be opposite the future ADA ramp on the north side of Villebois Drive North.
PFA 38.	Mont Blanc Street is shown as a privately owned and maintained street in the Villebois Village Master Plan. Applicant shall provide easements for public storm lines, sanitary lines and water lines, and for public ingress and egress for vehicles, pedestrians and bicyclists.
PFA 39.	Alleyways shall connect to the public right-of-way at as near 90° as possible, per the 2014 Public Works Standards.
PFA 40.	Pedestrian Links - sidewalk connections shall be provided between alleys and roadways where alleys do not intersect with the local road network. City of Wilsonville guidelines recommend that the distance between pedestrian access points along a roadway not exceed 300 feet.
PFA 41.	At the northwest corner of Orleans Avenue and Mont Blanc Street, the applicant is allowed to meander the public sidewalk to limit impact to the existing tree that is to be saved.
PFA 42.	The applicant shall provide a ‘stamped’ engineering plan and supporting information that shows the proposed street light locations meet the appropriate AASHTO lighting standards for all proposed streets and pedestrian alleyways. Secondly, the street lighting style shall be in conformance to the current edition of the Villebois SAP Central Community Elements Book Lighting Master Plan.
PFA 43.	Per the Villebois Village SAP Central Master Signage and Wayfinding plan all regulatory traffic signage in Villebois Central shall be finished black on the back sides.
PFA 44.	The proposed subdivision lies within two storm drainage basins – Coffee Lake and Arrowhead Creek. The split lies on what was the approximate alignment of Ravenna Loop through the site. Those portions of the subdivision lying within the Coffee Lake basin are exempt from stormwater detention requirements as established per City Ordinance No. 608; however applicant shall be in conformance with water quality requirements. For those portions of the subdivision lying within Arrowhead Creek basin, Pond F has been sized to provide required storm water quality and detention requirements are presently. No net interbasin transfer of stormwater is allowed.
PFA 45.	Applicant shall install a looped water system in Villebois Drive North and Mont Blanc Street by connecting to the existing water lines in Orleans Avenue, Ravenna Lane and Villebois Drive North. The water system in Villebois Drive North has been changed from the Villebois Village Master Plan. Applicant shall install a 12” water line in Villebois Drive North.
PFA 46.	The Villebois Sanitary Sewer (SS) Master Plan shows the proposed development serviced by the south SS trunk line. Applicant shall connect the proposed development to existing SS line(s) that are part of the south SS trunk line service area.

PFA 47.	Applicant shall provide sufficient mail box units for the proposed phasing plan; applicant shall construct mail kiosk at locations coordinated with City staff and the Wilsonville U.S. Postmaster.
PFA 48.	All construction traffic shall access the site via Grahams Ferry Road to Barber Street to Costa Circle or via Tooze Road to Villebois Drive N. No construction traffic will be allowed on Brown Road or Barber Street east of Costa Circle West, or on other residential roads.
PFA 49.	SAP Central PDP 6 consists of 68 lots. All construction work in association with the Public Works Permit and Project Corrections List shall be completed prior to the City Building Division issuing a certificate of occupancy, or a building permit for the housing unit(s) in excess of 50% of total (35 th lot).
PFA 50.	<i>Condition PFA50 “The Applicant and Staff will work together to create an 8-ft sidewalk by proportionally reducing the planter strip and that per the submitted plan on Sheet 7, Section H4 has been revised to Section H1.”</i>

This memorandum includes staff conditions of approval. The conditions are based on the Preliminary and Final Development Plans for PDP 7C. The conditions of approval apply to the applicant’s submittal of construction plans (i.e., engineering drawings).

Rainwater Management

- NR1.** All rainwater management components and associated infrastructure located in public areas shall be designed to the Public Works Standards.
- NR2.** All rainwater management components in private areas shall comply with the plumbing code.
- NR3.** Pursuant to the City of Wilsonville Public Works Standards, access shall be provided to all areas of the proposed rainwater management components. At a minimum, at least one access shall be provided for maintenance and inspection.
- NR4.** Plantings in rainwater management components located in public areas shall comply with the Public Works Standards.
- NR5.** Plantings in rainwater management components located in private areas shall comply with the Plant List in the Rainwater Management Program or Community Elements Plan.
- NR6.** The rainwater management components shall comply with the requirements of the Oregon DEQ UIC (Underground Injection Control) Program.

Other

- NR7.** The applicant shall comply with all applicable state and federal requirements for the proposed construction activities and proposed facilities (e.g., DEQ NPDES #1200–CN permit).

Tualatin Valley Fire & Rescue Condition:

FD1. TURNING RADIUS: The inside turning radius and outside turning radius shall be not less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & D103.3)

REQUEST B: ZONE MAP AMENDMENT:

On the basis of findings B1 through B12 this action approves the Zone Map Amendment from Public Facility (PF) to Village (V), and forwards this recommendation to the City Council with no proposed conditions of approval.

REQUEST C: TENTATIVE SUBDIVISION PLAT – PDP 7C

PDC1. Approval of the Tentative Subdivision Plat is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).

PDC2. Assure that construction and site development shall be carried out in substantial conformance with the Tentative Subdivision Plat as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or with minor revisions approved by the Planning Director under a Class I administrative review process.

PDC3. Alleyways shall remain in private ownership and be maintained by the Homeowner’s Association established by the subdivision’s CC&Rs. The CC&Rs shall be reviewed and approved by the City Attorney prior to recordation.

PDC4. All tracts shall include a public access easement across their entirety.

PDC5. The Applicant/Owner shall submit subdivision bylaws, covenants, and agreements to the City Attorney prior to recordation. See Finding C6.

PDC6. Prior to approval of the Final Subdivision Re-Plat, the Applicant/Owner shall:

- a. Assure that the parcels shall not be sold or conveyed until such time as the final plat is recorded with Clackamas County.
- b. Submit an application for Final Plat review and approval on the Planning Division Site Development Application and Permit form. In this case, the County Surveyor may require up to three (3) separate final plats to record which would require up to three (3) Final Plat applications to the Planning Division. The Applicants/Owner shall also provide materials for review by the City’s Planning Division in accordance with Section 4.220 of City’s Development Code. Prepare the Final Plat in substantial accord with the Tentative Partition Plat as approved by the Development Review Board, and as amended by these conditions, except as may be subsequently altered by Board approval, or by minor revisions approved by the Planning Director.
- c. Submit final construction plans, to be reviewed and approved by the Planning Director, the Engineering Division, the Tualatin Valley Fire and Rescue District, Natural Resources Manager, and the City Building Official, prior to the project's construction.
- d. Submit final drawings and construction plans for the water quality/detention

	facilities and their outfalls for review and approval of the City Engineer, the Natural Resources Manager and the Environmental Services Division.
e.	Supply the City with a performance bond, or other security acceptable to the Community Development Director, for any capital improvement required by the project.
f.	Illustrate existing and proposed easements, on the Final Plat.
g.	Dedicate all rights-of-way and easements necessary to construct all private and public improvements required for the project.
h.	Provide the City with a recordable instrument guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property.
i.	The Final Subdivision Plat shall indicate dimensions of all lots, lot area, minimum lot size, easements, proposed lot and block numbers, and any other information that may be required as a result of the hearing process.
PDC7. The Applicant/Owner shall enter into an Operations and Maintenance Agreement for the subdivision that clearly identifies ownership and maintenance where applicable for parks, open space, and paths. Such agreements shall ensure maintenance in perpetuity and shall be recorded with the subdivision re-plats. Such agreement shall be reviewed and approved by the City Attorney prior to recordation.	

<u>Engineering Division Conditions:</u>	
PFB 1.	Paper copies of all proposed subdivision/partition plats shall be provided to the City for review. Once the subdivision/partition plat is approved, applicant shall have the documents recorded at the appropriate County office. Once recording is completed by the County, the applicant shall be required to provide the City with a 3 mil Mylar copy of the recorded subdivision/partition plat.
PFB 2.	All newly created easements shown on a subdivision or partition plat shall also be accompanied by the City's appropriate Easement document (on City approved forms) with accompanying survey exhibits that shall be recorded immediately after the subdivision or partition plat.
PFB 3.	Consistent with other development within Villebois Village the applicant shall dedicate full right-of-way full street improvements through the far curb and gutter for the extension of Villebois Drive North northwest of the proposed development.

Public Works Department Condition:

PW1. Plans show water meters for Lots 64-69 located in a park. Also, there is a water main going from Mont Blanc Street north to the park area by lots 64-69.

Water line shall be run in the alley access and the meters shall be in the alley, bank of two meters for lots 68 and 69, and bank of four meters for lots 64-67

REQUEST D – FINAL DEVELOPMENT PLAN

PDD1.	Approval of the Final Development Plan is contingent upon City Council approval of the Zone Map Amendment from Public Facility (PF) to Village (V).
PDD2.	Construction, site development, and landscaping shall be carried out in substantial accord with the plans, drawings, sketches, and other documents approved by the Board, unless altered with Board approval. Minor amendments to the project that are to be conducted by Planning Staff may be processed by the Planning Director through a Class I Administrative Review process.
PDD3.	All roof mounted and ground mounted HVAC equipment shall be inconspicuous and designed to be screened from off-site view. This includes, to the greatest extent possible, private utilities such as natural gas and electricity. The City reserves the right to require further screening of the equipment and utilities if they should be visible from off-site after occupancy is granted.
PDD4.	All landscaping required and approved by the Board shall be installed prior to issuance of occupancy permits, unless security equal to one hundred and ten percent (110%) of the cost of the landscaping as determined by the Planning Director is filed with the City assuring such installation within six (6) months of occupancy. "Security" is cash, certified check, time certificates of deposit, assignment of a savings account or such other assurance of completion as shall meet with the approval of the City Attorney. In such cases the developer shall also provide written authorization, to the satisfaction of the City Attorney, for the City or its designees to enter the property and complete the landscaping as approved. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the Board, the security may be used by the City to complete the installation. Upon completion of the installation, any portion of the remaining security deposited with the City will be returned to the applicant.
PDD5.	All landscaping shall be continually maintained, including necessary watering, weeding, pruning, and replacing, in a substantially similar manner as originally approved by the Board, unless altered as allowed by Wilsonville's Development Code.
PDD6.	The following requirements for planting of shrubs and ground cover shall be met: <ul style="list-style-type: none"> • All shrubs shall be well branched and typical of their type as described in current AAN Standards and shall be equal to or better than 2-gallon containers and 10" to 12" spread. • Shrubs shall reach their designed size for screening within three (3) years of planting. • Ground cover shall be equal to or better than the following depending on the type of plant materials used: gallon containers spaced at 4 feet on center minimum, 4" pot spaced 2 feet on center minimum, 2-1/4" pots spaced at 18 inch on center minimum. • No bare root planting shall be permitted. • Ground cover shall be sufficient to cover at least 80% of the bare soil in required landscape areas within three (3) years of planting. • Appropriate native plant materials shall be installed beneath the canopies of trees and large shrubs to avoid the appearance of bare ground in those locations.

PDD7. Plant materials shall be installed to current industry standards and be properly staked to ensure survival. Plants that die shall be replaced in kind, within one growing season, unless appropriate substitute species are approved by the City.
PDD8. Prior to issuance of a Building Permit the Applicant/Owner shall submit an irrigation plan to the Building Division. The irrigation plan must be consistent with the requirements of Section 4.176(.07)c.
PDD9. All landscaping and fencing on corner lots meet the vision clearance standards of Section 4.177. Clear vision areas must be maintained consistent with Public Works Standards.
PDD10. All street trees shall comply with the Street Tree Master Plan of Specific Area Plan – Central Vol. V: Community Elements Book. See Finding D45.
PDD10. All front, side and rear building elevations shall be constructed according to the elevations illustrated in Section VIC of Exhibit B1 date stamped approved by the Planning Division.

REQUEST E: SAP-CENTRAL REFINEMENTS:

Approve the following refinements with no conditions of approval are proposed.

- 1. Street network – SW Ravenna Loop.**
- 2. Revised, parks and open space,**
- 3. Location and ix of residential uses.**
- 4. Housing density.**

Modify the proposed refinement for pervious pavers along SW Villebois Drive North between SW Mont Blanc Lane to SW Paris Avenue. See Condition of Approval PDA5.

REQUEST F – TYPE ‘C’ TREE PLAN

PDF1. This approval is for tree removal for the trees listed in the Tree Report found in Section VB of Exhibit B1 (notebook) and the Tree Removal Plan compliance report in Section VA.
PDF2. Replacement trees shall be state Department of Agriculture Nursery Grade No. 1 or better. The permit grantee or the grantee’s successors-in-interest shall cause the replacement trees to be staked, fertilized and mulched, and shall guarantee the trees for two (2) years after the planting date. A “guaranteed” tree that dies or becomes diseased during the two (2) years after planting shall be replaced.
PDF3. All trees to be planted shall consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade. Tree shall be approximately two inch (2”) caliper.
PDF4. Solvents, building material, construction equipment, soil, or irrigated landscaping, shall not be placed within the drip line of any preserved tree, unless a plan for such construction activity has been approved by the Planning Director or Development Review Board based upon the recommendations of an arborist.
PDF5. Before and during development, land clearing, filling or any land alteration the Applicant/Owner shall erect and maintain suitable tree protective barriers which shall include the following: <ul style="list-style-type: none"> • 6’ high fence set at tree drip lines.

<ul style="list-style-type: none"> • Fence materials shall consist of 2 inch mesh chain links secured to a minimum of 1 ½ inch diameter steel or aluminum line posts. • Posts shall be set to a depth of no less than 2 feet in native soil. • Protective barriers shall remain in place until the City authorizes their removal or issues a final certificate of occupancy, whichever occurs first. • Tree protection fences shall be maintained in a full upright position.
<p>PDF6. Fence posts placement within drip lines and root zones of preserved trees shall be hand dug and supervised by the project arborist. If roots are encountered alternative fence post placement is required as determined by the project arborist.</p>
<p>PDF7. Utilities, including franchise utilities, public utilities, and private utilities and service lines shall be directionally bored as necessary to avoid the root zone of preserved trees. All work within the root zone of preserved trees shall be supervised by and follow the recommendation of the project arborist.</p>

MASTER EXHIBITS LIST:

A. Staff’s Written and Graphic Materials:

- A1. STAFF REPORT:
 - Findings of Fact
 - Proposed Conditions of Approval
 - Conclusionary Findings
- A2. PowerPoint Presentation
- A3. DKS Traffic Report, dated May 28, 2015.

Applicant’s Written and Graphic Materials:

- B1. Notebook titled Preliminary Development Plan, Tentative Plat, Zone Change, Tree Removal Plan & Final Development Plan which includes Development Permit Application, Title Report, Supporting Compliance Report in Sections I through VI, introductory narrative, reduced plans, application fees, mailing list, conceptual building elevations, Utility and Drainage Reports, Arborist Report, storm water report, revised copy received May 29, 2015. DKS traffic report dated May 28, 2015.

B2. PLAN DRAWINGS (Reduced size and full size):

Plan Sheet No.

- 1 COVER SHEET
 - 2 EXISTING CONDITIONS
 - 3 PRELIMINARY DEVELOPMENT PLAN - SITE/LAND USE PLAN
 - 4 PRELIMINARY PLAT
 - 5 GRADING & EROSION CONTROL PLAN
 - 6 COMPOSITE UTILITY PLAN
 - 7. CIRCULATION PLAN & STREET SECTIONS
 - 8 TREE PRESERVATION PLAN
 - 9. SAP CENTRAL PHASING PLAN
 - L1. STREE TREE PLAN
- Figure A: RAINWATER MANAGEMENT PLAN
- A2. RAINWATER MANAGEMENT PLAN
 - A3. DEVELOPED DRAINAGE PLAN

PROPOSED ZONE MAP

- L1. LAYOUT PLAN – FINAL DEVELOPMENT PLAN
- L2. STREET TREE PLAN
- L3. PLANTING PLAN
- L4. PLANTING DETAILS & NOTES
- L5. LANDSCAPE DETAILS & MATERIALS

ELEVATIONS & FLOOR PLANS:

- BROWNSTONE 3-PLEX FRONT ELEVATION
 - BROWNSTONE 3-PLEX REAR ELEVATION
 - 3-PLEX LOWER LEVEL PLAN
 - 3-PLEX MIDDLE LEVEL PLAN
 - 3-PLEX UPPER LEVEL PLAN
- BROWNSTONE 4-PLEX FRONT ELEVATION
 - BROWNSTONE 4-PLEX REAR ELEVATION
 - 4-PLEX LOWER LEVEL PLAN
 - 4-PLEX MIDDLE LEVEL PLAN
 - 4-PLEX UPPER LEVEL PLAN
- BROWNSTONE 5-PLEX FRONT ELEVATION
 - BROWNSTONE 5-PLEX REAR ELEVATION
 - 5-PLEX LOWER LEVEL PLAN
 - 5-PLEX MIDDLE LEVEL PLAN
 - 5-PLEX UPPER LEVEL PLAN
- BROWNSTONE 6-PLEX FRONT ELEVATION
 - BROWNSTONE 6-PLEX REAR ELEVATION
 - 6-PLEX LOWER LEVEL PLAN
 - 6-PLEX MIDDLE LEVEL PLAN
 - 6-PLEX UPPER LEVEL PLAN
- BROWNSTONE STYLE SIDE ELEVATION
- LONDON 3-PLEX FRONT ELEVATION
 - LONDON 3-PLEX REAR ELEVATION
 - 3-PLEX LOWER LEVEL PLAN
 - 3-PLEX MIDDLE LEVEL PLAN
 - 3-PLEX UPPER LEVEL PLAN
- LONDON 4-PLEX FRONT ELEVATION
 - LONDON 4-PLEX REAR ELEVATION
 - 4-PLEX LOWER LEVEL PLAN
 - 4-PLEX MIDDLE LEVEL PLAN
 - 4-PLEX UPPER LEVEL PLAN
- LONDON 5-PLEX FRONT ELEVATION
 - LONDON 5-PLEX REAR ELEVATION
 - 5-PLEX LOWER LEVEL PLAN
 - 5-PLEX MIDDLE LEVEL PLAN
 - 5-PLEX UPPER LEVEL PLAN
- LONDON DUPLEX FRONT ELEVATION
 - LONDON DUPLEX REAR ELEVATION
 - DUPLEX LOWER LEVEL PLAN
 - DUPLEX MIDDLE LEVEL PLAN
 - DUPLEX UPPER LEVEL PLAN
- LONDON STYLE SIDE ELEVATION

B3. Applicant's PowerPoint presentation in paper copies.

Development Review Team Correspondence:

- C1.** Memo from Steve Adams, Development Engineering Manager, dated June 25, 2015
- C2.** Memo from Kerry Rappold, Natural Resources Program Manager; dated June 26, 2015
- C3.** Memo from Don Walters, Plans Examiner, Building Division, dated June 29, 2015.
- C4.** E-mail from Jason Arn, TVFR, dated June 23, 2015.
- C5.** Memo from Public Works Department, dated June 30, 2105.

D. General Correspondence:

- D1.** Letters (neither For nor Against): None submitted
- D2.** Letters (In Favor): None submitted
- D3.** Letters (Opposed): None submitted

GENERAL INFORMATION

Section 4.008 Application Procedures-In General: This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

The application is being processed in accordance with the applicable general procedures of this Section. These criteria are met.

Section 4.009 Who May Initiate Application: Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.

Signed application forms have been submitted for the subject property owners, Polygon WHL, LLC. This criterion is satisfied.

Subsection 4.010 (.02) Pre-Application Conference:

A pre-application conference was held in March, 2015 in accordance with this subsection. These criteria are satisfied.

Subsection 4.011 (.02) B. Lien Payment before Application Approval: City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.

No applicable liens exist for the subject property. The application can thus move forward. This criterion is satisfied.

Subsection 4.035 (.04) A. General Site Development Permit Submission Requirements: An application for a Site Development Permit shall consist of the materials specified as follows, plus any other materials required by this Code.” Listed 1. through 6. j.

The applicant has provided all of the applicable general submission requirements contained in this subsection. These criteria are satisfied.

Section 4.110 Zoning-Generally: The use of any building or premises or the construction of any development shall be in conformity with the regulations set forth in this Code for each Zoning District in which it is located, except as provided in Sections 4.189 through 4.192. The General Regulations listed in Sections 4.150 through 4.199 shall apply to all zones unless the text indicates otherwise.

This proposed development is in conformity with Village zoning district and general development regulations listed in Sections 4.150 through 4.199 have been applied in accordance with this Section. These criteria are satisfied.

FINDINGS OF FACT

1. The statutory 120-day time limit applies to this application. The application was received on May 1, 2015. On May 18 2015, staff conducted a completeness review within the statutorily allowed 30-day review period. On May 29th, the applicant submitted new material. The application was deemed complete on June 1 2015. The City must render a final decision for the request, including any appeals, by September 28, 2015.

2. Prior SAP-Central land use actions include:
 Villebois Village Ordinances, and Resolutions
Legislative:

02PC06	Villebois Village Concept Plan
02PC07A	Villebois Comprehensive Plan Text
02PC07C	Villebois Comprehensive Plan Map
02PC07B	Villebois Village Master Plan
02PC08	Village Zone Text
04PC02	Adopted Villebois Village Master Plan
LP-2005-02-00006	Revised Villebois Village Master Plan
LP-2005-12-00012	Revised Villebois Village Master Plan (Parks and Recreation)

Quasi Judicial:
 DB06-0005:
 - Specific Area Plan (SAP) – Central.
 - Village Center Architectural Standards.
 - SAP-Central Architectural Pattern Book.
 - Master Signage and Wayfinding Plan.
 - Community Elements Book Rainwater Management Program and Plan
 DB06-0012: DB06-0012-Tentative Subdivision Plat (Large Lot)
 LP09-0003 Zone text amendment to allow for detached row houses.
 DB09-0037 & 0038 Modification to the Village Center Architectural Standards (VCAS) to change/add provisions for detached row houses.

3. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

CONCLUSIONARY FINDINGS

The Applicant’s compliance findings to the applicable land development criteria and Comprehensive Plan goals, policies and implementation measures are found in Exhibit B1 and are hereby incorporated into this staff report as findings for approval.

REQUEST A: SAP-CENTRAL, PRELIMINARY DEVELOPMENT PLAN 7C

Village Zone

Subsection 4.125 (.02) Permitted Uses in Village Zone. This subsection lists the uses typically permitted in the Village Zone, including single-family detached dwellings, row houses, and non-commercial parks, playgrounds, and recreational facilities.

A1. Proposed are sixty-eight (68) row houses in nine (9) buildings and one (1) mixed-use future building are permitted in the Village Zone. In Request E of this application includes several SAP refinements. This criterion is satisfied.

Subsection 4.125 (.05) Development Standards Applying to All Development in the Village Zone

“All development in this zone shall be subject to the V Zone and the applicable provisions of the Wilsonville Planning and Land Development Ordinance. If there is a conflict, then the standards of this section shall apply. The following standards shall apply to all development in the V zone:”

Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.

A2. The proposed Preliminary Development Plan drawings and refinements on Plan Sheet 3 shows blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and SAP Central. These criteria are satisfied.

Subsection 4.125 (.05) B. Access

A3. All proposed lots shown in the proposed Tentative Subdivision Plat have driveway access to an alley and will take vehicular access from the alley to a garage. This criterion is satisfied.

A4. Table V-1, Development Standards: These criteria will be reviewed at the time row house building plans are submitted for building permits.

Subsection 4.125 (.07) Table V-2 Off-Street Parking, Loading & Bicycle Parking

A5. One (1) parking space is provided for each row house unit, meeting the minimum of one (1) space. On street parking will also be provided throughout the development. Bicycle parking will be provided within the Woonerf (SW Mont Blanc Street). This criterion is satisfied.

Subsection 4.125 (.08) Parks & Open Space This subsection prescribes the open space requirement for development in the Village Zone.

- A6. Figure 5 Parks & Open Space Plan of the Villebois Village Master Plan states that there are a total of 159.73 acres within Villebois, which is approximately 33% of Villebois. This criterion is satisfied.

Subsection 4.125 (.09) Street Alignment and Access Improvements

Subsection 4.125 (.09) A. 1. a. Street Alignment and Access Improvements Conformity with Master Plan, etc. “All street alignment and access improvements shall conform to the Villebois Village Master Plan, or as refined in the Specific Area Plan, Preliminary Development Plan, or Final Development Plan . . .”

- A7. Proposed, existing streets and access improvements conform to SAP Central which has been found to be in compliance with the Villebois Village Master Plan. This criterion is satisfied.

Subsection 4.125 (.09) A. 1. a. i. Street Improvement: Conformity with Public Works Standards and Continuation of Streets. “All street improvements shall conform to the Public Works Standards and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.”

- A8. Except for SW Ravenna Loop which is proposed to be deleted through a SAP refinement the proposed street improvements within this PDP must comply with the applicable Public Works Standards and make the connections to adjoining properties and phases as shown in the Villebois Village Master Plan. SW Mount Blanc Street is a private street. These criteria are satisfied.

Subsection 4.125 (.09) A. 1. a. ii. Streets Developed According to Master Plan. “All streets shall be developed according to the Master Plan.”

- A9. All the streets proposed within this PDP that are adjacent to the subject property will have curbs, landscape strips, sidewalks, and bikeways or pedestrian pathways which are consistent with the cross sections shown in the Master Plan. This criterion is satisfied.

Subsection 4.125 (.09) A. 6. Access Drives. Access drives are required to be 16 feet for two-way traffic. Otherwise, pursuant to subsection (.09) A. above, the provisions of 4.177 applies for access drives as no other provisions are noted.

- A10. Proposed are alleys to be paved at least 16-feet in width within a 20-foot tract. In accordance with Section 4.177, all access drives will be hard surface capable of carrying a 23-ton load. Easements for fire access are dedicated as required by the TVFR fire department. All access drives will be built to provide a clear travel lane free from any obstructions. These criteria are satisfied.

Subsection 4.125 (.11) Landscaping, Screening and Buffering. : “Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

- **Streets in the Village Zone shall be developed with street trees as described in the Community Elements Book.”**

A11. Plan Sheets L3, L4 and L5 are the proposed Landscape Plan. Landscaping is reviewed in detail in Request D of this staff report.

Subsection 4.125 (.13) Design Principles Applying to the Village Zone

A12. The Village Center Architectural Standards (VCAS) and Community Elements Book ensure site designs meets the fundamental design concepts and support the objectives of the Villebois Village Master Plan. A FDP application for the proposed architecture and the proposed site plans are reviewed in detail in Request D of this staff report.

Subsection 4.125 (.14) A. 2. g. Landscape Plans

A13. See Finding A11.

Subsection 4.125 (.14) A. 2. f. Protection of Significant Trees

A14. Twenty-three (23) trees measuring 6-inches and larger in diameter would be removed to accommodate row house buildings of the proposed development. Three (3) Pin Oaks are proposed to be retained. See Plan Sheet 8. The Arborist Report is found in Section V1 of Exhibit B1. A Type ‘C’ application is reviewed in detail in Request F of this staff report.

Subsection 4.125 (.14) A. 3. Lighting and Site Furnishings

A15. Park plans show furnishings consistent with the Community Elements Book. A condition of approval ensures the final street lighting installation is consistent with the Community Elements Book. See Plan Sheets L1, L2 and L3. This criterion is satisfied or will be required to do so by Condition of Approval PDA2.

Subsection 4.125 (.18) G. Preliminary Development Plan Approval Process

Subsection 4.125 (.18) G. 1. a. Preliminary Development Plan: Submission Timing. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be filed with the City Planning Division for the entire SAP, or when submission of the SAP in phases has been authorized by the Development Review Board, for a phase in the approved sequence.”

A16. This addresses PDP 7 Central on the SAP Central Phasing Plan. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. b. Preliminary Development Plan: Owners’ Consent. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall be made by the owner of all affected property or the owner’s authorized agent;”

A17. This application was submitted by RCS – Villebois Development, LLC. The PDP application has been signed by the property owners. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. c. Preliminary Development Plan Permit Process: Proper Form & Fees. “An application for approval of a Preliminary Development Plan for a development in an approved

SAP shall be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution;”

A18. The applicant has used the prescribed form and paid the required application fees. These criteria are satisfied.

Subsection 4.125 (.18) G. 1. d. Preliminary Development Plan Permit Process: Professional Coordinator. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall set forth the professional coordinator and professional design team for the project;”

A19. A professional design team is working on the project with Stacy Connery AICP from Pacific Community Design. as the professional coordinator. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. e. Preliminary Development Plan Permit Process: Mixed Uses. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall state whether the development will include mixed land uses, and if so, what uses and in what proportions and locations.”

A20. The proposed PDP includes only residential uses with supporting recreational amenities and utilities. This criterion is satisfied.

Subsection 4.125 (.18) G. 1. f. Preliminary Development Plan Permit Process: Land Division. “An application for approval of a Preliminary Development Plan for a development in an approved SAP shall include a preliminary land division (concurrently) per Section 4.400, as applicable.”

A21. A Tentative Subdivision Plat has been submitted concurrently with this request. See Request C. This criterion is satisfied.

Subsection 4.125 (.18) G. 2. a. – c. Preliminary Development Plan Permit Process: Information Required

A22. All of the listed information has been provided. See Exhibits B1. These criteria are satisfied.

Subsection 4.125 (.18) G. 2. d. Preliminary Development Plan Permit Process: Land Area Tabulation. “A tabulation of the land area to be devoted to various uses, and a calculation of the average residential density per net acre.”

A23. Following is a tabulation of land area devoted to the various uses and a calculation of net residential density:

Gross Acreage	3.44 Acres
Parks and Open Space	.32Acres
Streets Paving	.10 Acres
Lots and Alleys	2.32 Acres
Future Development Lot	.11 Acres

Net Residential Density: 28 units per net acre. These criteria are satisfied.

Subsection 4.125 (.18) G. 2. e. Preliminary Development Plan Permit Process: Streets, Alleys, and Trees. “The location, dimensions and names, as appropriate, of existing and platted streets and alleys on and within 50 feet of the perimeter of the PDP, together with the location of existing and planned easements, sidewalks, bike routes and bikeways, trails, and the location of other important features such as section lines, section corners, and City boundary lines. The plan shall also identify all trees 6 inches and greater d.b.h. on the project site only.”

A24. The information on the proposed alleys and streets are provided on Plan Sheet 4. Easements, sidewalks, bike routes and bikeways, trails, and other relevant features are shown. Proposed street trees are shown on Plan Sheet L2. These criteria are satisfied.

Subsection 4.125 (.18) G. 2. f. Preliminary Development Plan Permit Process: Building Drawings. “Conceptual drawings, illustrations and building elevations for each of the listed housing products and typical non-residential and mixed-use buildings to be constructed within the Preliminary Development Plan boundary, as identified in the approved SAP, and where required, the approved Village Center Design.”

A25. The proposed PDP includes row houses. Building elevations have been provided. See the proposed building elevations of applicant’s notebook, Exhibit B1. The proposed row house building elevations are reviewed in the Final Development Plan in Request D of this staff report.

Subsection 4.125 (.18) G. 2. g. Preliminary Development Plan Permit Process: Utility Plan. “A composite utility plan illustrating existing and proposed water, sanitary sewer, and storm drainage facilities necessary to serve the SAP.”

A26. A composite utility plan has been provided. See applicant’s Plan Sheet 6. This criterion is satisfied.

Subsection 4.125 (.18) G. 2. j. Preliminary Development Plan Permit Process: Traffic Report. “At the applicant’s expense, the City shall have a Traffic Impact Analysis prepared, as required by Section 4.030(.02)(B), to review the anticipated traffic impacts of the proposed development. This traffic report shall include an analysis of the impact of the SAP on the local street and road network, and shall specify the maximum projected average daily trips and maximum parking demand associated with build-out of the entire SAP, and it shall meet Subsection 4.140(.09)(J)(2).”

A27. The DKS Traffic Analysis Report has been reviewed and approved by the City Development Engineering Manager and he found that the proposed road network, the maximum projected average daily trips and the maximum parking demand associated with build-out of this PDP meets the above criterion and Subsection 4.140(.09)(J)(2).

Subsection 4.125 (.18) H. PDP Application Submittal Requirements

Subsection 4.125 (.18) H. 1. PDP Application Submittal Requirements: General

A28. The proposed PDP with the proposed refinements in Request E includes all of the requested information. These criteria are satisfied.

Subsection 4.125 (.18) H. 2. PDP Application Submittal Requirements: Traffic Report

A29. A Transportation Impact Study was prepared by DKS Associates for the project. This criterion is satisfied.

Subsection 4.125 (.18) H. 3. PDP Application Submittal Requirements: Level of Detail. “The Preliminary Development Plan shall be sufficiently detailed to indicate fully the ultimate operation and appearance of the phase of development. However, approval of a Final Development Plan is a separate and more detailed review of proposed design features, subject to the standards of Section 4.125(.18)(L) through (P), and Section 4.400 through Section 4.450.”

A30. The required level of detail has been shown similar to other PDP’s approved throughout Villebois. This criterion is satisfied.

Subsection 4.125 (.18) H. 4. PDP Application Submittal Requirements: Copies of Legal Documents. “Copies of legal documents required by the Development Review Board for dedication or reservation of public facilities, or for the creation of a non-profit homeowner’s association, shall also be submitted.”

A31. The required legal documents for review have been provided. See Section IIIC in the applicant’s notebook, Exhibit B1. This criterion is satisfied.

Subsection 4.125 (.18) I. PDP Approval Procedures.

“An application for PDP approval shall be reviewed using the following procedures:

- **Notice of a public hearing before the Development Review Board regarding a proposed PDP shall be made in accordance with the procedures contained in Section 4.012.**
- **A public hearing shall be held on each such application as provided in Section 4.013.**
- **After such hearing, the Development Review Board shall determine whether the proposal conforms to the permit criteria set forth in this Code, and shall approve, conditionally approve, or disapprove the application.”**

A32. This request is being reviewed according to this subsection. These criteria are satisfied.

Subsection 4.125 (.18) K. PDP Approval Criteria

Subsection 4.125 (.18) K. 1. a. PDP Approval Criteria: Consistent with Standards of Section 4.125

A33. As shown elsewhere in this request, the proposed Preliminary Development Plan is consistent with the standards of Section 4.125. These criteria are satisfied.

Subsection 4.125 (.18) K. 1. b. PDP Approval Criteria: Complies with the Planning and Land Development Ordinance. “Complies with the applicable standards of the Planning and Land Development Ordinance, including Section 4.140(.09)(J)(1)-(3).”

A34. Findings are provided showing compliance with applicable standards of the Planning and Land Development Ordinance. Specifically findings addressing Subsections 4.140(.09) J. 1 through 3. This criterion is satisfied.

Subsection 4.125 (.18) K. 1. c. PDP Approval Criteria: Consistent with Approved SAP. “Is consistent with the approved Specific Area Plan in which it is located.”

A35. The requested PDP is consistent with SAP Central, as requested to be amended. This criterion is satisfied.

Subsection 4.125 (.18) K. 1. d. PDP Approval Criteria: Consistent with Approved Pattern Book. “Is consistent with the approved Pattern Book and, where required, the approved Village Center Architectural Standards.”

A36. No buildings are proposed with this Preliminary Development Plan. Subsequent Building Permit applications for the proposed row houses in this Preliminary Development Plan will document compliance with the Village Center Architectural Standards. However, proposed lots are sized to accommodate proposed row house buildings in a manner consistent with Table V-1.

Subsection 4.125 (.18) K. 2. PDP Approval Criteria: Reasonable Phasing Schedule. : “If the PDP is to be phased, that the phasing schedule is reasonable and does not exceed two years between commencement of development of the first, and completion of the last phase, unless otherwise authorized by the Development Review Board.”

A37. The proposed PDP will be completed in one development. This criterion is satisfied.

Subsection 4.125 (.18) K. 3. PDP Approval Criteria: Parks Concurrency. “Parks within each PDP or PDP Phase shall be constructed prior to occupancy of 50% of the dwelling units in the PDP or PDP phase, unless weather or other special circumstances prohibit completion, in which case bonding for such improvements shall be permitted.”

A38. Condition of approval PDA3 will ensure the parks within PDP 7C completed prior to occupancy of 50% of the housing units of the phase or bonding will be provided if special circumstances prevent completion.

Subsection 4.125 (.18) K. 5. PDP Approval Criteria: DRB Conditions. “The Development Review Board may require modifications to the PDP, or otherwise impose such conditions as it may deem necessary to ensure conformance with the approved SAP, the Villebois Village Master Plan, and compliance with applicable requirements and standards of the Planning and Land Development Ordinance, and the standards of this section.”

A39. No additional conditions of approval are recommended. This criterion is satisfied.

Subsection 4.140 (.09) J. Planned Development Permit Review Criteria

“A planned development permit may be granted by the Development Review Board only if it is found that the development conforms to all the following criteria, as well as to the Planned Development Regulations in Section 4.140:”

Subsection 4.140 (.09) J. 1. Consistency with Comprehensive Plan and Other Plans, Ordinances. “The location, design, size and uses, both separately and as a whole, are consistent with the Comprehensive Plan, and with any other applicable plan, development map or Ordinance adopted by the City Council.”

A40. The applicant’s findings demonstrate the location, design, size, and uses proposed with the proposed PDP are both separately and as a whole consistent with SAP Central as proposed to be amended and thus the Villebois Village Master Plan, the City’s Comprehensive Plan designation of Residential – Village for the area, and any other applicable ordinance of which staff is aware. These criteria are satisfied.

Subsection 4.140 (.09) J. 2. Meeting Traffic Level of Service D. “That the location, design, size and uses are such that traffic generated by the development at the most probable used intersection(s) can be accommodated safely and without congestion in excess of Level of Service D, as defined in the Highway Capacity manual published by the National Highway Research Board, on existing or immediately planned arterial or collector streets and will, in the case of commercial or industrial developments, avoid traversing local streets. Immediately planned arterial and collector streets are those listed in the City’s adopted Capital Improvement Program, for which funding has been approved or committed, and that are scheduled for completion within two years of occupancy of the development or four year if they are an associated crossing, interchange, or approach street improvement to Interstate 5.”

A41. See Finding A27. These criteria are satisfied.

Subsection 4.140 (.09) J. 3. Concurrency for Other Facilities and Services. “That the location, design, size and uses are such that the residents or establishments to be accommodated will be adequately served by existing or immediately planned facilities and services.”

A42. As shown on the Composite Utility Plan, Sheet 6, existing or immediately planned facilities and services are sufficient to serve the planned row house development. These criteria are satisfied.

Section 4.178 Sidewalk and Pathway Standards.

- **Sidewalks.** All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.
- **Bicycle facilities** shall be provided using a bicycle lane as the preferred facility design. The other facility designs listed will only be used if the bike lane standard cannot be constructed due to physical or financial constraints. The alternative standards are listed in order of preference.
- **Bike lane.** This design includes 12-foot minimum travel lanes for autos and paved shoulders, 5-6 feet wide for bikes that are striped and marked as bicycle lanes. This shall be the basic standard applied to bike lanes on all arterial and collector streets in the City, with the exception of minor residential collectors with less than 1,500 (existing or anticipated) vehicle trips per day.”

A43. With the proposed refinements reviewed in Request E, the proposed PDP generally matches the SAP Central approval. These criteria are satisfied.

REQUEST B
ZONE MAP AMENDMENT

This request is for approval of a Zone Map Amendment from the Public Facility zone to the Village (V) zone for ~~3.44~~ **4.124** acres. Because the service levels vary throughout the City, the zoning process allows for a case-by-case analysis of the availability of public facilities and services and to determine specific conditions related to needed public facilities improvements. All land development proposals are reviewed for conformity with the Comprehensive Plan and specific standards set forth in the zoning ordinance.

As set forth in Subsection 4.197(.02) of the Wilsonville Code, in recommending approval or denial of a proposed zone map amendment, the Board must at a minimum, adopt findings addressing Criteria A-G, below.

Criterion ‘A’

“That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008 or, in the case of a Planned Development, Section 4.140.”

B1. The applicant has provided findings in Exhibit B1 addressing the Zone Map Amendment criteria, which are included in this staff report as findings for approval. Approval of the proposed Zoning Map Amendment is contingent on approval by the City Council by a City Ordinance.

Criterion ‘B’

“That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text.”

Proposed Comprehensive Plan Designation: Village

B2. The subject site is currently zoned Public Facility (PF). The applicant proposes to change the Public facility (PF) Zone to the Village (V) zone on 3.44 acres and including the adjacent public streets. On the basis of Section 4.125 the applicant is seeking the appropriate V zone based on the ‘Village’ Comprehensive Plan Map designation.

B3. The proposed Comprehensive Plan Map designation is ‘Village’. The gross site area is 3.44 acres. The proposed Preliminary Development Plan is reviewed in Request A of this staff report.

B4. The applicant’s zone change proposal would enable the development of the row houses, which is located in the center of Villebois Village. The applicant’s response findings in Exhibit B1 speak to the providing for residential houses in the City, meeting these measures.

Area of Special Concern

B5. The subject property is not located in an area of special concern by the Comprehensive Plan.

Criterion ‘D’ – Public Facilities: “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

B6. The Development Engineering Manager recommended Public Facility (PF) conditions impose further performance upon the Preliminary Development Plan application, which requires the applicant to provide adequate water and storm sewer infrastructure to serve the subject property. As currently configured, the subject property with the proposed PF conditions of approval will satisfy all design requirements regarding needed infrastructure improvements.

Criterion ‘E’ – Significant Resource Overlay Zone: “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/or geologic hazard are located on or abut the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone.”

B7. The subject property is not designated within the Significant Resource Overlay Zone (SROZ).

Criterion ‘F’ “That the applicant is committed to a development schedule demonstrating that development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

B8. The applicant’s submittal documents indicate the intent to develop the subject property soon after final approvals are obtained from the City within years 2015 - 2016 meeting code.

Criterion ‘G’ “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached that insure that the project development substantially conforms to the applicable development standards.”

B9. The applicant’s proposal, together with the Preliminary Development Plan conditions of approval will bring it into compliance with all applicable development standards.

Subsection 4.197(.03) provides that “If affirmative findings cannot be made for all applicable criteria listed above the Planning Commission or Development Review Board shall recommend that the proposed text or map amendment, as the case may be, be denied.”

B10. The applicant has made affirmative findings in Exhibit B1 to Subsection 4.197.02(A)-(G) meeting Subsection 4.197(.03).

Subsection 4.197(.04) stipulates that the “City Council action approving a change in zoning shall be in the form of a Zoning Order.”

B11. Staff recommends approval of the proposed Zone Map Amendment with no conditions of approval being proposed. A City Council Zoning Order and Ordinance regarding the proposed Zone Map Amendment is required subsequent to contingent approval of the requested companion applications.

Subsection 4.197(.05) provides “In cases where a property owner or other applicant has requested a change in zoning and the City Council has approved the change subject to conditions, the owner or applicant shall sign a statement accepting, and agreeing to complete the conditions of approval before the zoning shall be changed.”

B12. Staff recommends adoption of these findings to the Development Review Board in review of the application to modify the Zone Map designation from PF to V. Upon recommendation of approval by the Board, these will be forwarded to the City Council for final action.

REQUEST C: TENTATIVE SUBDIVISION PLAT
--

The applicant’s findings in Section III of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Subsection 4.125 (.02) Permitted Uses in the Village Zone. This subsection lists the permitted uses in the Village Zone.

C1. The proposed Tentative Subdivision Plat is for uses including row houses and one lot for future mix-use, which are permitted in the Village Zone. These criteria are satisfied.

**Subsection 4.125 (.05) Development Standards Applying to All Development in Village Zone
Subsection 4.125 (.05) A. Block, Alley, Pedestrian, and Bicycle Standards. This subsection lists the block, alley, pedestrian, and bicycle standards applicable in the Village Zone.**

C2. The proposed Tentative Subdivision Plat shows blocks, alleys, pedestrian, and bicycle paths consistent with this subsection and the proposed PDP. These criteria are satisfied.

Subsection 4.125 (.05) B. Access Standards “All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer.”

C3. The proposed row houses are designed with garage access at alleys so there is no need for a reservation strip on the street side of lots.

Table V-1: Development Standards in the Village Zone. This table shows the development standards, including setback for different uses in the Village Zone.

C4. The proposed lots facilitate row house construction that meets relevant standards of the Table V1. These criteria are satisfied.

Subsection 4.125 (.07) Off-Street Parking, Loading and Bicycle Parking. “Except as required by

Subsections (A) through (D), below, the requirements of Section 4.155 shall apply within the Village zone.”

C5. Nothing concerning the proposed Tentative Subdivision Plat would prevent the required parking from being built. These criteria are satisfied.

Subsection 4.125 (.08) Open Space Requirements. This subsection establishes the open space requirements for the Village Zone.

C6. The proposed Tentative Subdivision Plat shows the open space consistent with the requirements of the Village Zone. Consistent with the requirements of (.08)C. the condition of approval requires the City Attorney to review and approve pertinent bylaws, covenants, or agreements prior to recordation. These criteria are satisfied or will be satisfied by Condition of Approval PDC5.

Subsection 4.125 (.09) A. 1. Street and Improvement Standards: General Provisions. “Except as noted below, the provisions of Section 4.177 shall apply within the Village zone:

Review Criteria:

- **General Provisions:**
- **All street alignment and access improvements shall conform to Figures 7, 8, 9A, and 9B of the Villebois Village Master Plan, or as refined in an approved Specific Area Plan, Preliminary Development Plan, or Final Development Plan, and the following standards:**
- **All street improvements shall conform to the Public Works Standards and the Transportation Systems Plan, and shall provide for the continuation of streets through proposed developments to adjoining properties or subdivisions, according to the Master Plan.**
- **All streets shall be developed according to the Master Plan.”**

C7. The proposed Tentative Subdivision Plat shows street alignments, improvements, and access improvements consistent with the approved SAP Central, with the Master Plan and Transportation Systems Plan. These criteria are satisfied.

Subsection 4.125 (.09) A. 2. Street and Improvement Standards: Intersection of Streets

Review Criteria:

“Intersections of streets:

- **Angles: Streets shall intersect one another at angles not less than 90 degrees, unless existing development or topography makes it impractical.**
- **Intersections: If the intersection cannot be designed to form a right angle, then the right-of-way and paving within the acute angle shall have a minimum of a thirty (30) foot centerline radius and said angle shall not be less than sixty (60) degrees. Any angle less than ninety 90 degrees shall require approval by the City Engineer after consultation with the Fire District.**
- **Offsets: Opposing intersections shall be designed so that no offset dangerous to the traveling public is created. Intersections shall be separated by at least:**
 - **1000 ft. for major arterials**
 - **600 ft. for minor arterials**

- 100 ft. for major collector
 - 50 ft. for minor collector
 - **Curb Extensions:**
 - **Curb extensions at intersections shall be shown on the Specific Area Plans required in Subsection 4.125(.18)(C) through (F), below, and shall: Not obstruct bicycle lanes on collector streets.**
 - **Provide a minimum 20 foot wide clear distance between curb extensions at all local residential street intersections, meet minimum turning radius requirements of the Public Works Standards, and shall facilitate fire truck turning movements as required by the Fire District.”**
- C8. The proposed Tentative Subdivision Plat shows street intersections consistent with these standards. These criteria are satisfied.

Subsection 4.125 (.09) A. 4. Street and Improvement Standards: Centerline Radius Street Curves.

Review Criteria:

“The minimum centerline radius street curves shall be as follows:

- **Arterial streets: 600 feet, but may be reduced to 400 feet in commercial areas, as approved by the City Engineer.**
 - **Collector streets: 600 feet, but may be reduced to conform with the Public Works Standards, as approved by the City Engineer.**
 - **Local streets: 75 feet”**
- C9. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsections 4.125 (.09) A. 5. and 4.177 (.01) C. Street and Improvement Standards: Rights-of-way

Review Criteria:

- **“Prior to issuance of a Certificate of Occupancy Building permits or as a part of the recordation of a final plat, the City shall require dedication of rights-of-way in accordance with the Street System Master Transportation Systems Plan. All dedications shall be recorded with the County Assessor's Office.**
 - **The City shall also require a waiver of remonstrance against formation of a local improvement district, and all non-remonstrances shall be recorded in the County Recorder's Office as well as the City's Lien Docket, prior to issuance of a Certificate of Occupancy Building Permit or as a part of the recordation of a final plat.**
 - **In order to allow for potential future widening, a special setback requirement shall be maintained adjacent to all arterial streets. The minimum setback shall be 55 feet from the centerline or 25 feet from the right-of-way designated on the Master Plan, whichever is greater.”**
- C10. Public rights-of-ways are already dedicated to the city meeting the above criteria.

Subsections 4.125 (.09) A. 6. and 4.177 (.01) E. Street and Improvement Standards: Access Drives

Review Criteria:

- **Access drives are required to be 16 feet for two-way traffic.**

- An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
- Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
- Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
- Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.
- Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.

C11. The proposed Tentative Subdivision Plat shows alleys of sufficient 16 foot width to meet the width standards. Easements for fire access were dedicated as required. These criteria are satisfied.

Subsections 4.125 (.09) A. 7. and 4.177 (.01) F. Street and Improvement Standards: Clear Vision Areas. “A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:” Listed 1. a-f.

C12. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsections 4.125 (.09) A. 8. and 4.177 (.01) G. Street and Improvement Standards: Vertical Clearance. “a minimum clearance of 12 feet above the pavement surface shall be maintained over all streets and access drives.”

C13. Nothing is shown on the proposed Tentative Subdivision Plat that would preclude the required clearance from being provided. This criterion is satisfied.

Subsections 4.125 (.09) A. 9. and 4.177 (.01) H. Street and Improvement Standards: Interim Improvement Standards.

Review Criteria: “It is anticipated that all existing streets, except those in new subdivisions, will require complete reconstruction to support urban level traffic volumes. However, in most cases, existing and short-term projected traffic volumes do not warrant improvements to full Master Plan standards. Therefore, unless otherwise specified by the Planning Commission, the following interim standards shall apply.

- Arterials - 24 foot paved, with standard sub-base. Asphalt overlays are generally considered unacceptable, but may be considered as an interim improvement based on the recommendations of the City Engineer, regarding adequate structural quality to support an overlay.
- Half-streets are generally considered unacceptable. However, where the Development Review Board finds it essential to allow for reasonable development, a half-street may be approved. Whenever a half-street improvement is approved, it shall conform to the requirements in the Public Works Standards:
- When considered appropriate in conjunction with other anticipated or scheduled street improvements, the City Engineer may approve street improvements with a

single asphalt lift. However, adequate provision must be made for interim storm drainage, pavement transitions at seams and the scheduling of the second lift through the Capital Improvements Plan.

- C14. The area covered by the proposed Tentative Subdivision Plat does not include any interim improvements addressed by this subsection. These criteria are satisfied.

Subsection 4.202 (.01) through (.03) Plats Reviewed by Planning Director or DRB

Review Criteria: “Pursuant to ORS Chapter 92, plans and plats must be approved by the Planning Director or Development Review Board (Board), as specified in Sections 4.030 and 4.031, before a plat for any land division may be filed in the county recording office for any land within the boundaries of the City, except that the Planning Director shall have authority to approve a final plat that is found to be substantially consistent with the tentative plat approved by the Board.

The Development Review Board and Planning Director shall be given all the powers and duties with respect to procedures and action on tentative and final plans, plats and maps of land divisions specified in Oregon Revised Statutes and by this Code.

Approval by the Development Review Board or Planning Director of divisions of land within the boundaries of the City, other than statutory subdivisions, is hereby required by virtue of the authority granted to the City in ORS 92.”

- C15. The proposed Tentative Subdivision Plat is being reviewed by the Development Review Board according to this subsection. The final plat will be reviewed by the Planning Division under the authority of the Planning Director to ensure compliance with the DRB review of the tentative subdivision plat. These criteria are satisfied.

Subsection 4.202 (.04) A. Lots must be Legally Created for Issuing Development Permit. “No person shall sell any lot or parcel in any condominium, subdivision, or land partition until a final condominium, subdivision or partition plat has been approved by the Planning Director as set forth in this Code and properly recorded with the appropriate county.”

- C16. It is understood that no lots will be sold until the final plat has been approved by the Planning Director and recorded. This criterion is satisfied.

Subsection 4.202 (.04) B. Prohibition of Creating Undersized Lots. “It shall be a violation of this Code to divide a tract of land into a parcel smaller than the lot size required in the Zoning Sections of this Code unless specifically approved by the Development Review Board or City Council. No conveyance of any portion of a lot, for other than a public use, shall leave a structure on the remainder of the lot with less than the minimum lot size, width, depth, frontage, yard or setback requirements, unless specifically authorized through the Variance procedures of Section 4.196 or the waiver provisions of the Planned Development procedures of Section 4.118.”

- C17. No lots will be divided into a size smaller than allowed by the proposed Village “V” zoning designation. This criterion is satisfied.

Subsection 4.210 (.01) Pre-Application Conference. “Prior to submission of a tentative condominium, partition, or subdivision plat, a person proposing to divide land in the City shall

contact the Planning Department to arrange a pre-application conference as set forth in Section 4.010.”

C18. A pre-application conference was held in March, 2015 in accordance with this subsection. This criterion is satisfied.

Subsection 4.210 (.01) A. Preparation of Tentative Plat. “The applicant shall cause to be prepared a tentative plat, together with improvement plans and other supplementary material as specified in this Section. The Tentative Plat shall be prepared by an Oregon licensed professional land surveyor or engineer. An affidavit of the services of such surveyor or engineer shall be furnished as part of the submittal.”

C19. Plan Sheet 4 of Exhibit B1 is the proposed Tentative Subdivision Plat prepared in accordance with this subsection. This criterion is satisfied.

Subsection 4.210 (.01) B. Tentative Plat Submission. “The design and layout of this plan plat shall meet the guidelines and requirements set forth in this Code. The Tentative Plat shall be submitted to the Planning Department with the following information:”

C20. The proposed Tentative Subdivision Plat has been submitted with the required information. These criteria are satisfied.

Subsection 4.210 (.01) D. Land Division Phases to Be Shown. “Where the applicant intends to develop the land in phases, the schedule of such phasing shall be presented for review at the time of the tentative plat. In acting on an application for tentative plat approval, the Planning Director or Development Review Board may set time limits for the completion of the phasing schedule which, if not met, shall result in an expiration of the tentative plat approval.”

C21. The land is intended to be developed in a single phase. These criteria are satisfied.

Subsection 4.210 (.01) E. Remainder Tracts. “Remainder tracts to be shown as lots or parcels. Tentative plats shall clearly show all affected property as part of the application for land division. All remainder tracts, regardless of size, shall be shown and counted among the parcels or lots of the division.”

C22. The affected property has been incorporated into the proposed Tentative Subdivision Plat. These criteria are satisfied.

Subsection 4.236 (.01) Conformity to the Master Plan or Map. “Land divisions shall conform to and be in harmony with the Transportation Master Plan (Transportation Systems Plan), the Bicycle and Pedestrian Master Plan, the Parks and Recreation Master Plan, the Official Plan or Map and especially to the Master Street Plan.”

C23. The proposed Tentative Subdivision Plat is consistent with applicable plans including the Transportation Systems Plan and Villebois Village Master Plan. These criteria are satisfied.

Subsection 4.236 (.02) Relation to Adjoining Street System

Review Criteria:

- A land division shall provide for the continuation of the principal streets existing in the adjoining area, or of their proper projection when adjoining property is not developed, and shall be of a width not less than the minimum requirements for streets set forth in these regulations. Where, in the opinion of the Planning Director or Development Review Board, topographic conditions make such continuation or conformity impractical, an exception may be made. In cases where the Board or Planning Commission has adopted a plan or plat of a neighborhood or area of which the proposed land division is a part, the subdivision shall conform to such adopted neighborhood or area plan.
- Where the plat submitted covers only a part of the applicant's tract, a sketch of the prospective future street system of the un-submitted part shall be furnished and the street system of the part submitted shall be considered in the light of adjustments and connections with the street system of the part not submitted.
- At any time when an applicant proposes a land division and the Comprehensive Plan would allow for the proposed lots to be further divided, the city may require an arrangement of lots and streets such as to permit a later re-subdivision in conformity to the street plans and other requirements specified in these regulations.

C24. The proposed Tentative Subdivision Plat shows streets meeting these standards. These criteria are satisfied.

Subsection 4.236 (.03) Streets: Conformity to Standards Elsewhere in the Code. "All streets shall conform to the standards set forth in Section 4.177 and the block size requirements of the zone."

C25. The proposed Tentative Subdivision Plat shows streets consistent with the proposed PDP and SAP Refinement under Requests B and C which meets Section 4.177 and the block requirements of the zone. These criteria are satisfied.

Subsection 4.236 (.04) Creation of Easements. "The Planning Director or Development Review Board may approve an easement to be established without full compliance with these regulations, provided such an easement is the only reasonable method by which a portion of a lot large enough to allow partitioning into two (2) parcels may be provided with vehicular access and adequate utilities. If the proposed lot is large enough to divide into more than two (2) parcels, a street dedication may be required."

C26. No specific easements are requested pursuant to this subsection. These criteria are satisfied.

Subsection 4.236 (.05) Topography. "The layout of streets shall give suitable recognition to surrounding topographical conditions in accordance with the purpose of these regulations."

C27. The proposed Tentative Subdivision Plat shows street alignments recognizing topographic conditions. This criterion is satisfied.

Subsection 4.236 (.06) Reserve Strips. "The Planning Director or Development Review Board may require the applicant to create a reserve strip controlling the access to a street. Said strip is to be placed under the jurisdiction of the City Council, when the Director or Board determine that a strip is necessary:"

C28. No reserve strips are being required for the reasons listed in this subsection. These criteria are satisfied.

Subsection 4.236 (.07) Future Expansion of Street. “When necessary to give access to, or permit a satisfactory future division of, adjoining land, streets shall be extended to the boundary of the land division and the resulting dead-end street may be approved without a turn-around. Reserve strips and street plugs shall be required to preserve the objective of street extension.”

C29. No Streets are required to be being extended. These criteria are satisfied.

Subsection 4.236 (.08) Additional Right-of-Way for Existing Streets. “Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall conform to the designated width in this Code or in the Transportation Systems Plan.”

C30. All necessary rights-of-ways were previously dedicated. These criteria are satisfied.

Subsection 4.236 (.09) Street Names. “No street names will be used which will duplicate or be confused with the names of existing streets, except for extensions of existing streets. Street names and numbers shall conform to the established name system in the City, and shall be subject to the approval of the City Engineer.”

C31. Street names have been established. These criteria are satisfied.

Subsection 4.237 (.01) Blocks

Review Criteria:

- **The length, width, and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated, consideration of needs for convenient access, circulation, control, and safety of pedestrian, bicycle, and motor vehicle traffic, and recognition of limitations and opportunities of topography.**
- **Sizes: Blocks shall not exceed the sizes and lengths specified for the zone in which they are located unless topographical conditions or other physical constraints necessitate larger blocks. Larger blocks shall only be approved where specific findings are made justifying the size, shape, and configuration.**

C32. The proposed Tentative Subdivision Plat shows blocks consistent with those in the approved “Large Lot Subdivision.”. These criteria are satisfied.

Subsection 4.237 (.02) Easements

Review Criteria:

- **Utility lines. Easements for sanitary or storm sewers, drainage, water mains, electrical lines or other public utilities shall be dedicated wherever necessary. Easements shall be provided consistent with the City's Public Works Standards, as specified by the City Engineer or Planning Director. All of the public utility lines within and adjacent to the site shall be installed within the public right-of-way or easement; with underground services extending to the private parcel constructed in conformance to the City’s Public Works Standards. All franchise utilities shall be**

installed within a public utility easement. All utilities shall have appropriate easements for construction and maintenance purposes.

- **Water courses.** Where a land division is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further width as will be adequate for the purposes of conveying storm water and allowing for maintenance of the facility or channel. Streets or parkways parallel to water courses may be required.

C33. Proposed PF Condition of Approvals ensures all easements dealing with utilities are on the final plat. These criteria are satisfied or will be satisfied by Conditions of Approval.

Subsection 4.237 (.03) Mid-block Pedestrian and Bicycle Pathways

Review Criteria: “An improved public pathway shall be required to transverse the block near its middle if that block exceeds the length standards of the zone in which it is located.

- **Pathways shall be required to connect to cul-de-sacs or to pass through unusually shaped blocks.**
- **Pathways required by this subsection shall have a minimum width of ten (10) feet unless they are found to be unnecessary for bicycle traffic, in which case they are to have a minimum width of six (6) feet.**

C34. Pathways are proposed within the Woonerf Address and Villebois Drive Address consistent with the Village Zone requirements and the Villebois Village Master Plan. These criteria are satisfied.

Subsection 4.237 (.04) Tree Planting & Tree Access Easements. “Tree planting plans for a land division must be submitted to the Planning Director and receive the approval of the Director or Development Review Board before the planting is begun. Easements or other documents shall be provided, guaranteeing the City the right to enter the site and plant, remove, or maintain approved street trees that are located on private property.”

C35. Street trees are proposed public right-of-ways. See Request E of this staff report for a detailed analysis of the proposed street tree program.

Subsection 4.237 (.05) Lot Size and Shape. “The lot size, width, shape and orientation shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots shall meet the requirements of the zone where they are located.”

C36. Proposed lot sizes, widths, shapes and orientations are appropriate for the proposed row house development and are in conformance with the Village Zone requirements. These criteria are satisfied.

Subsection 4.237 (.06) Access. “The division of land shall be such that each lot shall have a minimum frontage on a street or private drive, as specified in the standards of the relative zoning districts. This minimum frontage requirement shall apply with the following exceptions:” Listed A. and B.

C37. Each lot has the minimum frontage on a street or greenbelt. These criteria are satisfied.

Subsection 4.237 (.07) Through Lots. “Through lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or adjacent non-residential activity or to overcome specific disadvantages of topography and orientation.”

C38. No through lots are proposed. These criteria are satisfied.

Subsection 4.237 (.08) Lot Side Lines. “The side lines of lots, as far as practicable for the purpose of the proposed development, shall run at right angles to the street or tract with a private drive upon which the lots face.”

C39. Proposed side lot lines are at right angles with the front lot line. These criteria are satisfied.

Subsection 4.237 (.09) Large Lot Land Divisions. “In dividing tracts which at some future time are likely to be re-divided, the location of lot lines and other details of the layout shall be such that re-division may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of buildings within future street locations shall be made a matter of record if the Development Review Board considers it necessary.”

C40. No future divisions of the lots included in the tentative subdivision plat. These criteria are satisfied.

Subsection 4.237 (.10) and (.11) Building Line and Built-to Line

Review Criteria: The Planning Director or Development Review Board may establish special:

- **Building setbacks to allow for the future re-division or other development of the property or for other reasons specified in the findings supporting the decision. If special building setback lines are established for the land division, they shall be shown on the final plat.**
- **Build-to lines for the development, as specified in the findings and conditions of approval for the decision. If special build-to lines are established for the land division, they shall be shown on the final plat.**

C41. No building lines or built-to lines are proposed or recommended. These criteria are satisfied.

Subsection 4.237 (.12) Land for Public Purposes. “The Planning Director or Development Review Board may require property to be reserved for public acquisition, or irrevocably offered for dedication, for a specified period of time.”

C42. No property reservation is recommended as described in this subsection. This criterion is satisfied.

Subsection 4.237 (.13) Corner Lots. “Lots on street intersections shall have a corner radius of not less than ten (10) feet.”

C43. All proposed corner lots meet the minimum corner radius of ten (10) feet. This criterion is satisfied.

**REQUEST D: FINAL DEVELOPMENT PLAN (FDP)
CONCLUSIONARY FINDINGS**

Section 4.125 V – Village Zone

(.02) Permitted Uses. Examples of principle uses that are typically permitted:

D. Row Houses

D1. All the proposed row house buildings are subject to Village Center Architectural Standards (VCAS). The row house buildings proposed along SW Mont Blanc Street are also subject to the Woonerf Address standards and the propose row houses along SW Villebois Drive North are subject to the Villebois Drive Address. The primary intent of the Address approach is to establish unique to its location within Villebois.

B. Access: All lots with access to a public street, and an alley, shall take vehicular access from the alley to a garage or parking area, except as determined by the City Engineer.

D2. Vehicular access to the proposed units is provided via public, private street and private alleys.

D. Fencing:

D3. Regarding the above criteria, the applicant is proposing wrought iron style fencing between the main doorway entries for the London row house buildings. No other fencing is being proposed. Furthermore, the Land Development Ordinance of the Wilsonville Code does not regulate locations and screening of trash, yard debris and recyclables containers for single family residences. Republic Services containers comprise of trash, yard debris and recyclables.

F. Fire Protection:

1. All structures shall include a rated fire suppression system (i.e., sprinklers), as approved by the Fire Marshal.

D4. The proposed row houses in this FDP application will have fire suppression sprinklers installed as approved by the Fire Marshall thereby meeting this criterion. The Building Division will assure compliance with this provision through review of submitted plans at the time of application for Building Permits.

Table V-1: Development Standards

D5. Proposed setbacks are delineated on Plan Sheet 3 – Site/Land Plan of Section IIB, Exhibit B1. The following is an analysis of the appropriate setbacks.

B. Minimum and Maximum Off-Street Parking Requirements:

1. Table V-2, Off-Street Parking Requirements, below, shall be used to determine the minimum and maximum parking standards for noted land uses. The

minimum number of required parking spaces shown in Table V-2 shall be determined by rounding to the nearest whole parking space. For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required.

Table V-2: Off Street Parking Requirements				
Permitted or Conditional Use	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Permitted Uses				
Single-Family Detached Dwellings	1.0/DU	NR	NR	NR
Single-Family Accessory Dwelling Units	1.0/DU	NR	NR	NR
Duplex	1.0/DU	NR	NR	NR
Row Houses	1.0/DU	NR	NR	NR

2. Minimum parking requirements may be met by dedicated off-site parking, including surfaced parking areas and parking structures.
3. Except for detached single-family dwellings and duplexes, on-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking requirements.
4. Minimum parking requirements may be reduced under the following conditions:
 - a. When complimentary, shared parking availability can be demonstrated, or;
 - b. Bicycle parking may substitute for up to 25% of required Mixed-Use or Multi-Family Residential parking. For every five non-required bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement for compact spaces may be reduced by one space.

D6. As indicated in the excerpt of Table V-2 above (emphasis added) the requirement for a row house is 1.0/dwelling unit. Proposed are sixty-eight (68) row houses. Based upon the requirement of 1.0/dwelling unit, the applicant is required to provide minimum sixty-eight (68) parking spaces. In this case, each row house will have 1-car garage. Most residents would have close access to public off-street parking at SW Mont Blanc Street, SW Villebois Drive North and SW Orleans Avenue. The proposed garage parking meets the requirements of Table V-2.

D7. Open Space Requirement: See the applicant’s findings on page 7, Section IIA of Exhibit B1 of the submittal notebook. Staff finds that this project meets the SAP approval and provides adequate open space.

(.09) Street and Access Improvement Standards

D8. Streets, sidewalks and access improvement standards are proposed as a part of the Preliminary Development Plan, Specific Area Plan – Central. Driveway intersections meet the clear vision requirements of Section 4.177.

(.11) Landscaping, Screening and Buffering

A. Except as noted below, the provisions of Section 4.176 shall apply in the Village zone:

1. Streets in the Village zone shall be developed with street trees as described in the Community Elements Book.

D9. See the Findings in Request F for the detailed discussion about street trees.

(.13) Design Principles Applying to the Village Zone

A. The following design principles reflect the fundamental concepts, and support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities of the built environment within the Village zone.

D10. The Villebois Village Center has a number of specific address overlays to support the creation of outdoor rooms. The overlays, as described in the Village Center Architectural Standards (VCAS) include Barber Street, Linear Green, The Woonerf, Villebois Drive, Courtyard, and The Plaza. For each address the VCAS provides additional details and standards to define the “distinct place” of each specific address. According to Section 2.2 of the VCAS, “distinct places in the Village Center are created through consistency of materials, building heights and massing, roof forms, orientation to the street, and functions of building elements.” The VCAS describes the distinctive character and context of the Woonerf Address and the Villebois Drive Address in the following findings of this report.

One of the three guiding design principles stated in the Villebois Village Master Plan is diversity. This diversity includes diversity of architectural style. The proposed row house buildings are American or English style. Row house consistency have been designed by a licensed architect and were reviewed by the City consultant architect, Mr. Steve Coyle.

The proposed PDP and FDP comply with the form and function supported by the standards of this subsection. Staff finds that the proposed FDP does not affect the projects ability to comply with the design principles, but rather seeks to enhance it by providing architectural diversity and variety in its built form. This criterion is met.

(.14) Design Standards Applying to the Village Zone

A. The following Design Standards implement the Design Principles found in Section 4.125(.13), above, and enumerate the architectural details and design requirements applicable to buildings and other features within the Village (V) zone. The Design Standards are based primarily on the features, types, and details of the residential traditions in the Northwest, but are not intended to mandate a particular style or fashion. All development within the Village zone shall incorporate the following:

1. General Provisions:

- a. **Flag lots are not permitted.**
- D11.** The proposal does not include flag lots. This criterion is met.
- b. **The minimum lot depth for a single-family dwelling with an accessory dwelling unit shall be 70 feet.**
- D12.** This criterion is not applicable to row houses with no accessory dwelling units.
- c. **Village Center lots may have multiple front lot lines.**
- D13.** No lots in the FDP areas have multiple front lot lines. This criterion is therefore not applicable.
- d. **For Village Center lots facing two or more streets, two of the facades shall be subject to the minimum frontage width requirement. Where multiple buildings are located on one lot, the facades of all buildings shall be used to calculate the Minimum Building Frontage Width.**
- D14.** The proposed row house buildings are sited to their setback line and are in conformance with this standard.
- e. **Neighborhood Centers shall only be located within a Neighborhood Commons.**
 - f. **Commercial Recreation facilities shall be compatible with surrounding residential uses.**
 - g. **Convenience Stores within the Village zone shall not exceed 4,999 sq. ft., and shall provide pedestrian access.**
 - h. **Specialty Grocery Stores within the Village zone shall not be more 19,999 square feet in size.**
 - i. **A Grocery Store shall not be more than 40,000 square feet in size.**
- D15.** Lot #42 is set aside for future mixed-use building which is not part of this Final Development Plan review. These criteria are therefore not applicable.
- 2. **Building and site design shall include:**
 - a. **Proportions and massing of architectural elements consistent with those established in an approved Architectural Pattern Book or Village Center Architectural Standards.**
 - b. **Materials, colors and architectural details executed in a manner consistent with the methods included in an approved Architectural Pattern Book, Community Elements Book or approved Village Center Architectural Standards.**
- D16.** A detailed discussion regarding the Community Elements Book and Village Center Architectural Standards can be found in Finding D99 of this staff report.
- c. **Protective overhangs or recesses at windows and doors.**
 - d. **Raised stoops, terraces or porches at single-family dwellings.**
 - e. **Exposed gutters, scuppers, and downspouts, or approved equivalent.**

D17. The proposed row house buildings must include protective overhangs, and recesses at windows and doors and exposed gutters and downspouts. The row house units each have a raised stoop at the front entrance. This criterion is met.

f. The protection of existing significant trees as identified in an approved Community Elements Book.

D18. See the detailed review in Request F of this staff report relative to the proposed Type 'C' Tree Plan. This criterion is met.

g. A landscape plan in compliance with Sections 4.125(.07) and (.11), above.

D19. The applicant has provided Planting Plans in compliance with Sections 4.125(.07) and (.11) (See Exhibit B1, Plan Sheets L1, L2, L3 and L4).

h. Building elevations of block complexes shall not repeat an elevation found on an adjacent block.

i. Building elevations of detached buildings shall not repeat an elevation found on buildings on adjacent lots.

D20. The proposed row house buildings shown along SW Mont Blanc Street are within the Woonerf Address and at SW Villebois Drive North within the Villebois Drive Address which encourages building façades to be identical or similar in proportion and configuration which is accomplished with the Final development Plan.

j. A porch shall have no more than three walls.

D21. Porches are not proposed..

k. A garage shall provide enclosure for the storage of no more than three motor vehicles, as described in the definition of Parking Space.

D22. Each garage will provide space for one motor vehicle. This criterion is met.

3. Lighting and site furnishings shall be in compliance with the approved Architectural Pattern Book, Community Elements Book, or approved Village Center Architectural Standards.

D23. Plan Sheet L5 shows landscape details and materials which are reflective of the approved lighting, bike racks, tree grates, pavers trash receptacles, bollards and benches of the approved Community Elements Book meeting code.

4. Building systems, as noted in Tables V-3 and V-4 (Permitted Materials and Configurations), below, shall comply with the materials, applications and configurations required therein. Design creativity is encouraged. The LEED Building Certification Program of the U.S. Green Building Council may be used as a guide in this regard.

D24. The row house building systems of the FDP comply with the materials, applications, and configurations as required in Tables V-3 and V-4. This criterion is met.

(.15) Village Center Design Principles

- A. In addition to the design principles found in Section 4.125(.13), above, the following principles reflect the fundamental concepts, support the objectives of the Villebois Village Master Plan, and guide the fundamental qualities within the Village Center:**
- 1. The buildings, streets and open spaces of the Village Center are intended to relate in such a way as to create an identifiable and related series of public and private spaces.**

D25. Staff finds that through coordinated planting plans the applicant has provided formal design that creates open space. (See Exhibit B1, Plan Sheets L1, L2, L3 and L4). This criterion is met.

(.16) Village Center Design Standards

- A. In addition to the design standards found in Section 4.125(.14), above, the following Design Standards are applicable to the Village Center, exclusive of single-family detached dwellings and row houses.**

D26. The proposal is for attached row houses. This is not applicable.

(.18) Village Zone Development Permit Process. Except as noted below, the provision of Sections 4.140(.02) through (.06) shall apply to development in the Village zone.

- B. Unique Features and Processes of the Village (V) Zone: To be developed, there are three (3) phases of project approval. Some of these phases may be combined, but generally the approvals move from the conceptual stage through to detailed architectural, landscape and site plan review in stages. All development within the Village zone shall be subject to the following processes:**

- 2. Preliminary Development Plan (PDP) approval by the Development Review Board, as set forth in Sections 4.125(.18)(G) through (K) (Stage II equivalent), below. Following SAP approval, an applicant may file applications for Preliminary Development Plan approval (Stage II equivalent) for an approved phase in accordance with the approved SAP, and any conditions attached thereto. Land divisions may also be preliminarily approved at this stage. Except for land within the Central SAP or multi-family dwellings outside the Central SAP, application for a Zone Change and Final Development Plan (FDP) shall be made concurrently with an application for PDP approval. The SAP and PDP/FDP may be reviewed simultaneously when a common ownership exists. Final Development Plan (FDP) approval by the Development Review Board or the Planning Director, as set forth in Sections 4.125(.18)(L) through (P) (Site Design Review equivalent), below, may occur as a separate phase for lands in the Central SAP or multi-family dwellings outside the Central SAP.**

D27. The applicant is seeking Preliminary and Final Development Plan approvals for the proposed row house buildings. Pursuant to Section 4.125 (.20) the proposed FDP is being processed subject to the same procedural requirements.

L. Final Development Plan Approval Procedures (Equivalent to Site Design Review):

- 1. Unless an extension has been granted by the Development Review Board as enabled by Section 4.023, an application for FDP approval on lands within the Central SAP or multi-family dwellings outside of the Central SAP shall be filed within two (2) years after the approval of a PDP. All applications for approval of a FDP shall:**
 - a. Be filed with the City Planning Division for the entire FDP, or when submission of the PDP in phases has been authorized by the Development Review Board, for a phase in the approved sequence.**
 - b. Be made by the owner of all affected property or the owner's authorized agent.**
 - c. Be filed on a form prescribed by the City Planning Division and filed with said division and accompanied by such fee as the City Council may prescribe by resolution.**
 - d. Set forth the professional coordinator and professional design team for the project. [Section 4.125(.18)(L) amended by Ord. No. 587, 5/16/05]**

D28. The subject property is located in the Phase 7C area of SAP Central. The applicant has provided an application submitted by the property owner's authorized agent. Included in this application package is the required application form and FDP application fee. Also included in the submittal package are the names and contact information of the professional coordinator and design team for the proposed project. This provision is therefore satisfied.

M. FDP Application Submittal Requirements:

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.034.**

D29. Section 4.034(.08) requires that applications for development approvals within the Village zone be reviewed in accordance with the standards and procedures of Section 4.125. A detailed discussion on Section 4.125 can be found throughout this staff report.

N. FDP Approval Procedures

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.125.**

D30. A detailed discussion can be found in the following findings of this staff report.

O. FDP Refinements to an Approved Preliminary Development Plan

- 1. In the process of reviewing a FDP for consistency with the underlying Preliminary Development Plan, the DRB may approve refinements, but not amendments, to the PDP. Refinements to the PDP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section 4.125(.18)(O)(2), below.**

- a. Refinements to the PDP are defined as:
 - i. Changes to the street network or functional classification of streets that do not significantly reduce circulation system function or connectivity for vehicles, bicycles or pedestrians.
 - ii. Changes to the nature or location of park type, trails, or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the PDP.
 - iii. Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.
 - iv. Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the affected PDP. For purposes of this subsection, “land uses” or “uses” are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another.
[Section 4.125(.18)(O)(1)(a)(iv) amended by Ord. No. 587, 5/16/05.]
 - v. Changes that are significant under the above definitions, but necessary to protect an important community resource or substantially improve the functioning of collector or minor arterial roadways.
- b. As used herein, “significant” means:
 - i. More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(O)(1)(a), above, or,
 - ii. That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(F)(1)(a), above.

D31. For purposes of this subsection, “land use” is defined in the aggregate as specialty condos, mixed use condos, urban apartments, condos village apartments, neighborhood apartments and row houses. The applicant does not propose to modify the land use housing category but rather to develop sixty-eight (68) row house units within nine (9) buildings. Except for the SAP refinements discussed in Request E, the nature or location of utilities is not changed with the FDP.

P. FDP Approval Criteria

- 1. An application for approval of a FDP shall be subject to the provisions of Section 4.421.

D32. A detailed discussion on Section 4.421 can be found in Findings D100 – D106 of this staff report.

- 2. An application for an FDP shall demonstrate that the proposal conforms to the applicable Architectural Pattern Book, Community Elements Book, Village Center Architectural Standards and any conditions of a previously approved PDP. [Section 4.125(.18)(P)(2) amended by Ord. No. 595, 9/19/05.]

- D33. Findings and the check list for conformance regarding the Community Elements Book and Village Center Architectural Standards can be found beginning on Finding D50 of this staff report.

Village Center Architectural Standards – All Row House Buildings Within This Project

- D34. A detailed discussion of the *Village Center Architectural Standards* can be found can be found beginning on page D50 of this staff report.

Rainwater Program

- D35. The proposed PDP requires a system of rainwater swales and pervious pavers throughout the project. Rainwater swales and pervious pavers are an approved stormwater/rainwater components in the approved Specific Area Plan – Central Rainwater Management Program. This criterion is met.
- D36. Pursuant to Section 4.125(.18)B.2, a FDP application is the equivalent of Site Design Review. Staff finds that the applicant has submitted the required documents (See Exhibit B1). This provision is therefore satisfied.
- D37. Section 4.420(.01) Jurisdiction and Powers of the Board. Section 4.420(.01) exempts row houses in the Village zone from Site Design Review in Sections 4.400 – 4.450WC.

Sections 4.154 – 4.199, General Development Regulations

Section 4.155. General Regulations - Parking, Loading and Bicycle Parking.

- D38. Section 4.155 provides requirements for parking lots and loading areas. There are no off-street parking lots or loading areas associated with the proposed development. Provisions specific to the design of parking lot and loading areas are therefore not applicable.
- D39. In addition to requirements for parking lot and loading area design, Section 4.155 provides parking requirements specific to use, however, within the Village zone Section 4.125(.07), specifically Table V-2, shall be used to determine the minimum and maximum parking standards for noted land uses. The required parking for Row Houses is 1.0/dwelling unit. The applicant is proposing to build 68 detached row houses. Based upon the requirement of 1.0/dwelling unit, the applicant is required to provide 68 parking spaces. The applicant has submitted plans to demonstrate proposed parking that each row home includes 1-car garages, which provides 1 off-street parking spaces per dwelling. With no expressed maximum number of spaces for detached row houses, the proposed parking meets the requirements of Table V-2.

Section 4.176. Landscaping, Screening, and Buffering.

(.02) Landscaping and Screening Standards.

- A. Subsections “C” through “I,” below, state the different landscaping and screening standards to be applied throughout the City. The locations where the landscaping

and screening are required and the depth of the landscaping and screening is stated in various places in the Code.

- B. All landscaping and screening required by this Code must comply with all of the provisions of this Section, unless specifically waived or granted a Variance as otherwise provided in the Code. The landscaping standards are minimum requirements; higher standards can be substituted as long as fence and vegetation-height limitations are met. Where the standards set a minimum based on square footage or linear footage, they shall be interpreted as applying to each complete or partial increment of area or length (e.g., a landscaped area of between 800 and 1600 square feet shall have two trees if the standard calls for one tree per 800 square feet.
- C. General Landscaping Standard.
 - 1. Intent. The General Landscaping Standard is a landscape treatment for areas that are generally open. It is intended to be applied in situations where distance is used as the principal means of separating uses or developments and landscaping is required to enhance the intervening space. Landscaping may include a mixture of ground cover, evergreen and deciduous shrubs, and coniferous and deciduous trees.
 - 2. Required materials. Shrubs and trees, other than street trees, may be grouped. Ground cover plants must fully cover the remainder of the landscaped area (see Figure 21: General Landscaping). The General Landscaping Standard has two different requirements for trees and shrubs:
 - a. Where the landscaped area is less than 30 feet deep, one tree is required for every 30 linear feet.
 - b. Where the landscaped area is 30 feet deep or greater, one tree is required for every 800 square feet and two high shrubs or three low shrubs are required for every 400 square feet.

D40. As demonstrated in the submitted plans (See Exhibit B1), the proposed row house units will have zero (0) feet side yard building lines meeting code. Landscaping is proposed in common areas and small parks within the project.

(.03) Landscape Area. Not less than fifteen percent (15%) of the total lot area, shall be landscaped with vegetative plant materials. The ten percent (10%) parking area landscaping required by section 4.155.03(B)(1) is included in the fifteen percent (15%) total lot landscaping requirement. Landscaping shall be located in at least three separate and distinct areas of the lot, one of which must be in the contiguous frontage area. Planting areas shall be encouraged adjacent to structures. Landscaping shall be used to define, soften or screen the appearance of buildings and off-street parking areas. Materials to be installed shall achieve a balance between various plant forms, textures, and heights. The installation of native plant materials shall be used whenever practicable.

D41. The applicant has provided graphic representation that more than 15% of the common open space property will be landscaped. .32 acres is dedicated to Linear Green Space or 9% of PDP 7C. The Parks Master Plan for Villebois states that there are 57.87 acres pf parks and 101.46 acres of open space for a total 159.33 acres within Villebois, approximately 33% exceeding the 15% landscaping requirement. This criterion is satisfied.

(.04) Buffering and Screening. Additional to the standards of this subsection, the requirements of the Section 4.137.5 (Screening and Buffering Overlay Zone) shall also be applied, where applicable.

- A. All intensive or higher density developments shall be screened and buffered from less intense or lower density developments.
- B. Activity areas on commercial and industrial sites shall be buffered and screened from adjacent residential areas. Multi-family developments shall be screened and buffered from single-family areas.

D42. Additional buffering and screening is not required. Private yards are not proposed for additional screening. This criterion is therefore not applicable.

- C. All exterior, roof and ground mounted, mechanical and utility equipment shall be screened from ground level off-site view from adjacent streets or properties.
- D. All outdoor storage areas shall be screened from public view, unless visible storage has been approved for the site by the Development Review Board or Planning Director acting on a development permit.
- E. In all cases other than for industrial uses in industrial zones, landscaping shall be designed to screen loading areas and docks, and truck parking.
- F. In any zone any fence over six (6) feet high measured from soil surface at the outside of fenceline shall require Development Review Board approval.

D43. All exterior, roof, and ground mounted equipment will be screened from ground level off-site views. No outdoor storage areas exist in the subject areas, nor do any loading areas, docks, truck parking or fences over 6 feet in height. Staff finds this criterion to be met.

(.06) Plant Materials.

A. Shrubs and Ground Cover.

D44. The applicant has provided graphic representation showing proposed trees, shrubs and ground covers (See Exhibit B1, Plan Sheets L1, L2 and L3). All shrubs must be well branched and typical of their type as described in current AAN standards. All shrubs will be equal to or better than 2-gallon size with a 10 to 12 inch spread and all ground cover will be at least 1 gallon containers and spaced appropriately.

B. Trees.

D45. Proposed street trees are shown on Plan Sheet L2. All proposed street trees must meet the minimum 2" caliper code requirement for primary trees. Any small deciduous ornamental or flowering trees must meet the minimum 1¾" caliper code requirement for secondary or accent trees. ~~Proposed along SW Mont Blanc Street is Chinese Kousa Dogwood. This tree is not on the approved list in the Community Elements Book. Proposed along SW Villebois Drive North is Greenspire Linden. This tree is also not on the approved list in the Community Elements Book. Another tree symbol is shown along SW Orleans Avenue but it is not on the Planting Legend.~~ *All street trees shall comply with the Street Tree Master Plan of Specific Area Plan – Central Vol. V: Community Elements Book.*

- C. Where a proposed development includes buildings larger than twenty-four (24) feet in height or greater than 50,000 square feet in footprint area, the Development Review Board may require larger or more mature plant materials:
 - 1. At maturity, proposed trees shall be at least one-half the height of the building to which they are closest, and building walls longer than 50 feet shall require tree groups located no more than fifty (50) feet on center, to break up the length and height of the façade.
 - 2. Either fully branched deciduous or evergreen trees may be specified depending upon the desired results. Where solar access is to be preserved, only solar-friendly deciduous trees are to be used. Where year-round sight obscuring is the highest priority, evergreen trees are to be used.
 - 3. The following standards are to be applied:
 - a. Deciduous trees:
 - i. Minimum height of ten (10) feet; and
 - ii. Minimum trunk diameter (caliper) of 2 inches (measured at four and one-half [4 1/2] feet above grade).
 - b. Evergreen trees: Minimum height of twelve (12) feet.

D46. Each proposed row house building would be far below 50,000 sq. ft. See Finding D45 for street tree requirements.

D. Street Trees.

D47. See Finding D45.

(.08) Landscaping on Corner Lots.

All landscaping on corner lots shall meet the vision clearance standards of Section 4.177. If high screening would ordinarily be required by this Code, low screening shall be substituted within vision clearance areas. Taller screening may be required outside of the vision clearance area to mitigate for the reduced height within it.

D48. Condition of approval PDD9 requires that all landscaping on corner lots meet the vision clearance standards of Section 4.177.

Section 4.177. Street Improvement Standards.

(.01) Except as specifically approved by the Development Review Board, all street and access improvements shall conform to the Transportation Systems Plan and the Public Works Standards, together with the following standards:

E. Access drives and travel lanes.

- 1. An access drive to any proposed development shall be designed to provide a clear travel lane free from any obstructions.
- 2. Access drive travel lanes shall be constructed with a hard surface capable of carrying a 23-ton load.
- 3. Secondary or emergency access lanes may be improved to a minimum 12 feet with an all-weather surface as approved by the Fire District. All fire lanes shall be dedicated easements.
- 4. Minimum access requirements shall be adjusted commensurate with the intended function of the site based on vehicle types and traffic generation.

5. **Where access drives connect to the public right-of-way, construction within the right-of-way shall be in conformance to the Public Works Standards.**

D49. SW Villebois Drive North and SW Orleans Avenue fronting the subject lots for the row house buildings must be built to public road standard. SW Mont Blanc Street is a private street. Garages will have vehicle access from private alleys (Track F) according to Preliminary Plat, Plan Sheet 4. The alleys are 20 feet wide with 16 foot wide travel lanes to accommodate 2-way traffic. These criteria are met.

F. Corner or clear vision area.

1. **A clear vision area which meets the Public Works Standards shall be maintained on each corner of property at the intersection of any two streets, a street and a railroad or a street and a driveway. However, the following items shall be exempt from meeting this requirement:**
 - a. **Light and utility poles with a diameter less than 12 inches.**
 - b. **Trees less than 6" d.b.h., approved as a part of the Stage II Site Design, or administrative review.**
 - c. **Except as allowed by b., above, an existing tree, trimmed to the trunk, 10 feet above the curb.**
 - d. **Official warning or street sign.**
 - e. **Natural contours where the natural elevations are such that there can be no cross-visibility at the intersection and necessary excavation would result in an unreasonable hardship on the property owner or deteriorate the quality of the site.**

D50. Condition of approval PDD9 will require that corner or clear vision areas are maintained consistent with this provision and the Public Works Standards.

Section 4.178. Sidewalk and Pathway Standards.

- (.01) Sidewalks. All sidewalks shall be concrete and a minimum of five (5) feet in width, except where the walk is adjacent to commercial storefronts. In such cases, they shall be increased to a minimum of ten (10) feet in width.**

D51. Sidewalks must be concrete or brick pavers and at least 5 feet in width and wider. The proposed Brownstone row house buildings along SW Mont Blanc Street are within the Woonerf Address and brick paver sidewalks are required. The proposed London row house buildings along SW Villebois Drive are within the Villebois Drive Address. Staff is recommending that paver sidewalks be constructed up through the frontage of the future lot of Lot 42 (mixed-use site) and concrete sidewalks installed further north.

- (.03) Bicycle and pedestrian paths shall be located to provide a reasonably direct connection between likely destinations. A reasonably direct connection is a route which minimizes out-of-direction travel considering terrain, physical barriers, and safety. The objective of this standard is to achieve the equivalent of a 1/4 mile grid of routes.**

D52. In Request E the applicant is proposing a refinement to delete SW Ravenna and replace it with a linear park including bicycle and pedestrian route. This criterion is met.

(.04) Pathway Clearance.

A. Vertical and horizontal clearance for bicycle and pedestrian paths is specified in the Public Works Standards. The clearance above equestrian trails shall be a minimum of ten feet.

D53. As shown in the submittal plans, all potential obstructions are at least one foot from the edge of the pathway surfaces, and vertical clearance will be maintained. Equestrian trails are not required and none is proposed. This criterion is met.

Village Center Standards Applying to all Buildings

A: Standards Applying to All Buildings

1.1 Building Types

The Building Type, as per Table V-1: Development Standards (Village Zone) sets the building height and setback requirements. Additionally, the character of each Address is derived, in part, from assumptions about the types of products that will be developed. Therefore, this document establishes the appropriate Building Type(s) for each Address. For example, the Architectural Standards for The Courtyard Address assumes that a Row House building type is most appropriate to the intended character of the space. Whether the dwelling units are apartments, condominiums, or fee-simple is beyond the scope of this document.

All buildings outside the Address overlays shall meet the development standards of the Village Zone per the proposed Building Type. Row houses outside of an Address overlay may be detached or attached and are subject to ‘Row Houses – Village Center’ in Table V-1: Development Standards (Village Zone).

D54. The numerous separations of the proposed row house buildings allows for breaks in roof forms which further articulate the vertical proportion of the facades. This criterion is met.

1.2 Building Height and Roof Form

Intent: Strengthen the perception of streets and open spaces as public rooms by establishing a consistency of façade heights and roof forms.

Required Standards:

1. Maximum Building Height shall be as required by Table V-1: Development Standards (Village Zone).

D55. The maximum building height for row house buildings in the Village Center, as required by Table V-1, is 45 feet. The maximum building height as measured from finished grade to midpoint of highest pitched roof of the proposed 3 stories, row house buildings is approximately 32’. This does not exceed the allowed maximum; therefore, this criterion is met.

2. See Address for other height limitations, such as number of stories or Average Façade Height.

D56. Forty-one (41) row houses are located within the Woonerf Address, the standards of which can be found beginning on page 63 of this report.

3. **Building Height measurement is defined in Section 4.001 Definitions (Village Zone).**

D57. The maximum building height was measured from finished grade to midpoint of highest pitched roof per the definition of building or structure height. This is consistent with Section 4.001; therefore, this criterion is met.

4. **Rooftop equipment shall be screened from view of taller buildings, whether existing or future, to the extent feasible.**

D58. No rooftop equipment is proposed on the subject row house buildings. This criterion is therefore not applicable.

5. **At least two roof gardens within SAP Central shall be provided where appropriate to desired roof from (i.e. flat roofs)**

D59. The subject property is within SAP-Central 7. The proposal is for row houses with pitched roofs. Roof gardens are not appropriate for the row house buildings.

Optional:

- **Buildings are encouraged to approach the maximum allowable height or number of stories.**
- **Building design should minimize the impact of shading of public and private outdoor areas from mid-morning and mid-afternoon hours.**

D60. Proposed row house buildings are three (3) stories meeting code.

1.3 Horizontal Façade Articulation

Intent: Reduce the apparent bulk of large buildings by breaking them down into smaller components. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.

Required Standards:

1. **Horizontal articulation: Horizontal facades shall be articulated into smaller units. Appropriate methods of horizontal façade articulation include two or more of the following elements: change of facade materials, change of color, facade planes that are vertical in proportion, bays and recesses, breaks in roof elevation, or other methods as approved. (See individual Address for allowed and encouraged methods of horizontal articulation.)**

D61. Row houses are typically vertical in nature. Horizontal articulation is achieved by creating 15 to 24' wide facade planes that are vertical in proportion. The brick veneer exteriors reinforces the vertical proportion of the facades. Staff further finds that the use

front door stoops, wide window and door trim further define the façade. This criterion is met.

2. Building facades should incorporate design features such as offsets, projections, reveals, and/or similar elements to preclude large expanses of uninterrupted building surfaces.

D62. The proposed row house buildings are in groups of 2 to 11 attached row house units serve to prevent large expanses of building surfaces. The use front door stoops, wide window and door trim further define the façade. This criterion is met.

Optional:

- **Articulation should extend to the roof. The purpose is not to create a regular rigid solution but rather to break up the mass in creative ways.**

D63. The proposed row house buildings allows for breaks in the roof form which further articulate the vertical proportion of the facades. This criterion is met.

1.1 Vertical Façade Articulation for All Mixed Use Buildings

D64. The PDP proposal is for 68 row house units and 1 mixed use building. The proposed FDP for the mixed-use building is not part of this review.

3.1 Exterior Building Materials and Color

Intent: Ensure a standard of quality that will be easily maintained and cared for over time. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.

Required Standards:

- 1. When multiple materials are used on a façade, visually heavier and more massive materials shall occur at the building base, with lighter materials above the base. A second story, for example, shall not appear heavier or demonstrate greater mass than the portion of the building supporting it. Generally, masonry products and concrete are considered “heavier” than other façade materials.**

D65. The applicant is proposing combinations of brick veneer, cement panels and wood trim. The applicant is proposing to utilize brick veneer or cement panels with large grid pattern at the base. This criterion is met.

- 2. Bright, intense colors shall be reserved for accent trim. However, a color palette that includes more intense color may be considered upon review of a fully colored depiction of the building.**

D66. Most of the building facades will have brick veneer and concrete panels. The proposed color palettes is limited to window and door trim in off-white color. This criterion is met.

- 3. Bright colors shall not be used for commercial purposes to draw attention to a building.**

D67. The proposal is for residential, row houses and one mixed-use building. However, live/work life style is encouraged.

- 4. Concrete block shall be split-faced, ground-faced, or scored where facing a street or public way. Concrete block is discouraged around the plaza.**

D68. The proposal does not include a request for concrete block; therefore, this criterion is not applicable.

- 5. Exteriors shall be constructed of durable and maintainable materials that have texture, pattern, or lend themselves to quality detailing.**

D69. The applicant is proposing concrete and brick. These materials have proven to be durable and maintainable materials that have texture, pattern and can be utilized in varying patterns to provide quality detailing. This criterion is met.

Optional:

- **Exterior materials should have an integral color, patterning, and/or texture.**
- **Sustainable building materials and practices are strongly encouraged. Programs such as the Portland General Electric Earth Advantage and the LEED Building Certification Program of the U.S. Green Building Council may be used as guides in this regard.**

D70. At building permit review the applicant will coordinate with the Building Division about sustainable construction techniques.

3.2 Architectural Character

Intent: Encourage creative expression through diversity of architectural character. Ensure consistency and accuracy of architectural styles.

Required Standards:

- 1. Each building shall have a definitive, consistent Architectural character (see glossary). All primary facades of a building (those facades that face a public street) shall be designed with building components and detail features consistent with the architectural character of the building.**

D71. The front elevations of the proposed row house buildings including materials and architectural details have been designed by a licensed architect. Colors are appropriate for the given architecture. Landscaping meets the Community Elements Book.

D72. “Architectural Character” is the combination of qualities that distinguish one design from another. Architectural character is intentionally open-ended to allow for contemporary interpretations of historic character. A row house in and of itself is a row of identical, or nearly identical, houses situated side by side. Staff finds that through the use of similar materials and massing the proposed revised architecture meets this criterion.

- 2. Mixing of various Architectural Styles (see glossary) on the same building dilutes the character and is therefore not allowed. If a historic architectural style is selected, then all detail and trim features must be consistent with the architectural style.**
- D73.** “Architectural Style” is the combination of distinct features particular to a person, school, or era of architecture. The approved Architectural Pattern Book for SAP-Central provides appropriate Architectural Styles for this area which are met by the applicant.
- 3. Secondary facades attached to a primary façade (such as a side wall not facing a public street) shall wrap around the building by incorporating building material features to the primary façade for a minimum of 25 percent of the overall wall length measured from the primary façade.**
- D74.** The side elevations of the row houses incorporate concrete and detailing as the front elevation. Staff finds that the applicant has continued the use of board and batten, horizontal lap siding and rock veneer. This criterion is met.
- 4. All visible sides of buildings should display a similar level of quality and visual interest. The majority of a building’s architectural features and treatments should not be restricted to a single façade.**
- D75.** As stated previously, most sides of the row house buildings will face small private parks or streets, horizontal lap siding and rock veneer. In addition to the building materials, the applicant will continue detailing trim and window patterns on all elevations facing public view sheds. This criterion is met.
- 5. Accessory buildings should be designed and integrated with the primary building. Exterior facades of an accessory building should employ architectural, site, and landscaping design elements that are integrated with and common to those used on the primary structure.**
- D76.** Accessory buildings are not proposed as a part of this application. This criterion is therefore not applicable.
- 6. Applicants are encouraged to consult an architect or architectural historian regarding appropriate elements of architectural style.**
- D77.** The Supporting Compliance Report (Exhibit B1) lists the name of architectural designer. This criterion is met.
- 7. In areas not within an address, building elevations of block complexes shall not repeat an elevation found on an adjacent block.**
- D78.** Forty-one (41) row house buildings are within the Woonerf Address and are, therefore, subject to the standards of said Address. A review of the Woonerf Address standards can be found in Finding D97. 16 row house buildings are within the Villebois Drive Address and are, therefore, subject to the standards of said Address. A review of the Villebois Drive Address standards can be found in Finding D98.

3.3 Ground Level Building Components

Intent: Provide an appropriate buffer between private zones and the public right-of-way. Encourage interaction between neighbors and between residents and pedestrians. Ensure that all ground floors reinforce the streetscape character.

Section 4.125 Table VI Row Houses Required Standards:

1. **Building setbacks and frontage widths shall be as required by Table V-1: Development Standards unless specifically noted otherwise by an Address requirement. Detached row houses shall not be separated at front façade by more than 10 feet, except as necessary to accommodate the curve radius of street frontage, public utility easements, important trees, grade differences, open space requirements, or as otherwise approved by the Development Review Board.**
- D79.** The proposed side yards between the row house units is 0 feet meeting Villebois zoning code.
2. **Retail shall be oriented toward the adjacent street or public way and have direct access from sidewalks through storefront entries. Secondary entry from the parking lot side is allowed, however the street side shall have the primary entrance.**
- D80.** The proposal is for 68 row house units and one mixed-use building on proposed Lot 42. Lot 42 faces SW Villebois Drive North and will have direct access to public sidewalk.
3. **Mixed use buildings: residential entries, where opening to streets and public ways, shall be differentiated from adjacent retail entries and provide secure access through elevator lobbies, stairwells, and/or corridors.**
- D81.** The proposal is for 68 row house units and one mixed use building. The mixed use building will be reviewed in a separate Final Development Plan application.
4. **All entries, whether retail or residential, shall have a weatherproof roof covering, appropriate to the size and importance of the entry but at least 4 feet deep and 4 feet wide.**
- D82.** The proposal includes provisions for covered stoops on all Brownstone and London row house buildings at least 4 feet deep and 4 feet wide. This criterion is met.
- Building lighting, when provided, shall be indirect or shielded.**
- D83.** All exterior building lighting will consist of shielded fixtures.
- D84.** The proposed architecture for the row house buildings in groups serves to reduce large expanses of building surfaces. Entry stoops and door pilaster projections serve to further break down the scale of the row house buildings. This criterion is met.

5. **Parking structures shall be screened from streets using at least two of the following methods:**
 - a) **Residential or commercial uses, where appropriate;**
 - b) **Decorative grillwork (plain vertical or horizontal bars are not acceptable);**
 - c) **Decorative artwork, such as metal panels, murals, or mosaics; and/or**
 - d) **Vegetation, such as trees, shrubs, ground cover and/or vines, adjacent to the wall surface.**

D85. The proposal does not include a request for parking structures; therefore, this criterion is not applicable.

6. **For mixed-use buildings, within the plaza address every storefront window shall have a canopy or awning.**

D86. The proposal is for 68 row house units and one mixed-use building. The mixed use building will be reviewed in a separate Final Development Plan application.

7. **Reflective, heavily tinted, or other sight-obscuring glass is strongly discouraged in commercial spaces and on windows larger than four square feet.**

D87. The proposal is for 68 row house units and one mixed-use building. The mixed use building will be reviewed in a separate Final Development Plan application

9. **Landscaping or other form of screening shall be provided when parking occurs between buildings and the street.**

D88. The proposal does not include parking between the building and street. The submitted drawings indicate that all garages will be alley loaded. This criterion is therefore not applicable.

Optional:

- **Create indoor/outdoor relationships by opening interior spaces onto walkways and plazas and bring the “outdoors” into the building by opening interior spaces to air and light. Overhead garage doors, telescoping window walls, and low window sill heights are good strategies for creating indoor/outdoor relationships.**
- **The primary function of canopies and awnings is weather protection. Signage requirements are found in the Signage and Wayfinding Plan.**

D89. While these provisions are optional, all of the proposed row house buildings include front stoops off the front living spaces with window and doors to bring the outdoors in to the living spaces. In addition to providing entry stoops the applicant is proposing low window sill heights to further enhance the indoor/outdoor relationships. No canopies, awnings or signage is proposed. This criterion is met.

4.1 Façade Components

Intent: **Maintain a lively and active street face. Provide articulation, interest in design, and human scale to the façade of a building through a variety of building techniques.**

Required Standards:

1. **Windows and doors shall be recessed 3 inches (i.e., into the façade) to provide shadowing. Windows and doors recessed less than 3 inches are allowed, provided they also incorporate at least one of the following:**
 - a. **Shutters, appearing operable and sized for the window opening;**
 - b. **Railing, where required at operable doors and windows (i.e. French balcony); and/or**
 - c. **Visible and substantial trim. Trim is considered visible and substantial when it is of a contrasting material, color, or it creates shadowing. Stucco trim on a stucco façade is not acceptable.**
- D90.** The applicant has provided drawings to support that all windows and doors incorporate visible and substantial trim of a uniform color. Should the windows and doors be recessed less than 3 inches, this provision can still be met through the incorporation of substantial trim.
2. **Balconies shall extend no more than 36 inches beyond the furthest adjacent building face. Balconies are encouraged to extend into the building façade to achieve greater depth than 36 inches.**
- D91** The proposal does not include plans for porches. Balconies are proposed at rear elevations This criterion is met.
3. **Shutters, where provided, shall be sized to appear operable at window or door openings.**
- D92.** Shutters are not proposed therefore, this criterion is not applicable.
4. **Except in the Plaza Address, balconies shall be at least 5 feet deep. Porches shall have a minimum four foot covered depth and provide a usable area a minimum of six feet by six feet.**
- D93.** The proposal does not include plans for porches. Balconies are proposed at rear elevations. The applicant has provided graphic representation that the Brownstone row houses include a covered stoops.

Optional:

- **Individual residential windows should be square or vertical in proportion. An assembly of windows, however, may have an overall horizontal proportion.**
- **Material changes should occur at a horizontal line or at an inside corner of two vertical planes.**
- **Every residential unit is encouraged to have some type of outdoor living space: balcony, deck, terrace, stoop, etc.**
- **Expression of the rainwater path (conveyance or rainwater from the building roof to the ground) should be expressed at street-facing facades. Expression of the rainwater path includes the use of scuppers and exposed gutters and downspouts. Some of the Village Center streets feature surface rainwater drainage; where applicable, buildings shall have downspouts connected to the drainage system.**
- **Building fronts are encouraged to take on uneven angles as they accommodate the shape of the street.**

- Encourage wide opening windows. Install small window panes where the style of the architecture dictates.
- The use of high window sill is discouraged.
- The use of finishing touches and ornament is encouraged on buildings.

D94. The preceding elements are not required; however, the applicant is proposing several optional items. All windows are either square or vertical in proportion. All row house units have front stoops off main front living spaces. These criteria are met.

5.1 Fencing

Intent: Ensure that fencing is compatible with the building design and consistent throughout the Village Center.

D95. See Finding D3.

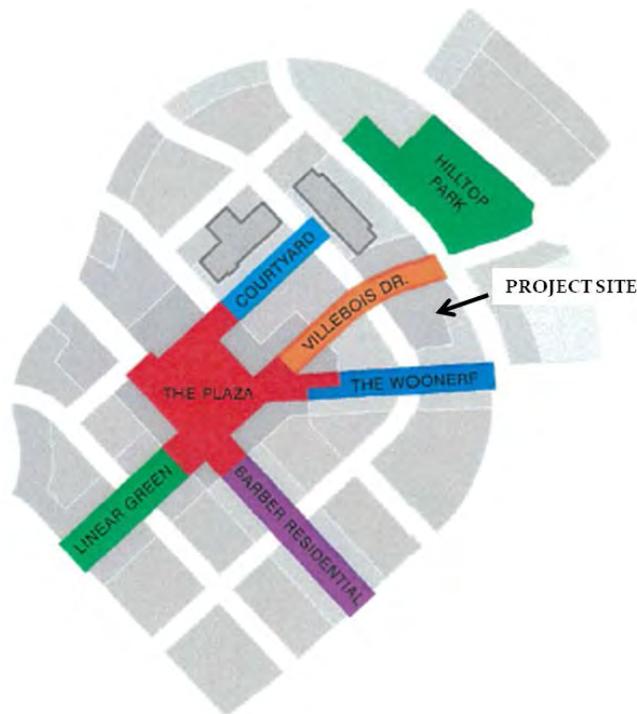
D96. 0:4 Village Center Architectural Standards – Compliance Checklist, Standards Applying to All Buildings:

Standard	Compliant	Notes
A1.2 Building Height & Roof Form		
Required Standards		
0.1 Max. building height according to Table V-1	<input checked="" type="checkbox"/>	Row house buildings at 3 stories or 32 feet high are below 45’ maximum height meeting Table V-1.
0.2 Other height limitations	<input checked="" type="checkbox"/>	Row house buildings are below 45’ maximum height meeting Table V-1.
0.3 Check building height measurement method – V Zone 4.001.	<input checked="" type="checkbox"/>	Row house buildings are measured correctly.
0.4 Rooftop equipment screening	<input checked="" type="checkbox"/>	No rooftop equipment proposed
0.5 Roof gardens	<input checked="" type="checkbox"/>	No rooftop garden areas are proposed.
Optional		
0.6 Maximum allowable height encouraged	<input checked="" type="checkbox"/>	The row house buildings are not designed to exceed the allowable height.
0.7 Minimize shading of outdoor areas	<input checked="" type="checkbox"/>	There is no private open space between the row house units as they are attached with 0 foot setbacks.
A1.3 Horizontal Façade Articulation		
Required Standards		
0.1 Horizontal Facades articulated into smaller units	<input checked="" type="checkbox"/>	Row house uses change with materials, change of brick veneer, vertical façade planes, stoops, recesses, and breaks in roof elevations to articulate the horizontal façade.
0.2 Incorporate offsets, projections, reveals, and/or	<input checked="" type="checkbox"/>	Offsets, covered stoops, and other elements are used to prevent a large expanse of

similar elements		uninterrupted building surfaces.
Optional		
0.3 Articulation extended to the roof	<input checked="" type="checkbox"/>	The articulation of the row house buildings does extend to the roof.
A2.1 Vertical Façade Articulation for All Mixed Use Buildings	N/A	Not applicable. The row houses are not mixed use buildings.
A3.1 Exterior Building Materials & Color		
Required Standards		
0.1 Heavier and more massive materials at the building base	<input checked="" type="checkbox"/>	Brick veneer and concrete panels are considered a heavier material, is applied at the base of the row houses.
0.2 Bright, intense colors reserved for accent trim	<input checked="" type="checkbox"/>	Bright, intense colors are not proposed.
0.3 Bright colors not used for commercial purposes	N/A	The mixed use lot #42 for future commercial requires separate FDP review.
0.4 Acceptable concrete block at a public way	<input checked="" type="checkbox"/>	Concrete block is not proposed.
0.5 Exteriors constructed of durable and maintainable materials	<input checked="" type="checkbox"/>	Brick veneers and concrete hardi-board panel siding are all durable materials with texture.
Optional		
0.1 Exterior materials with integral color, patterning, and/or texture	<input checked="" type="checkbox"/>	The exterior materials have integral color, patterning, or texture.
0.2 Sustainable building materials and practices are strongly encouraged	<input checked="" type="checkbox"/>	The proposed brick veneers and cement panel siding materials could be considered sustainable to different extents.
3.2 Architectural Character		
Required		
0.1 Definitive, consistent architectural character	<input checked="" type="checkbox"/>	The row house buildings have two defined and consistent architectural styles: Brownstone and London styles.
0.2 Detail and trim features consistent with the architectural style	<input checked="" type="checkbox"/>	The row house buildings are consistently in Brownstone and London styles.
0.3 Secondary façade design includes min. 25% of wall length of primary façade details and materials	<input checked="" type="checkbox"/>	All facades full integrate the designed architectural style
0.4 All visible sides of buildings display a similar level of quality and visual interest	<input checked="" type="checkbox"/>	All visible sides of the row houses maintain a consistent and similar level of quality and visual interest
0.5 Accessory buildings designed and integrated into primary building	<input checked="" type="checkbox"/>	No accessory buildings are proposed
0.6 Architect consultation regarding architectural style	<input checked="" type="checkbox"/>	The row house buildings have been professionally designed by a licensed architect.
0.7 Building elevations not	<input checked="" type="checkbox"/>	The row house buildings (9 Brownstone and

repeated on adjacent blocks.		London styles) would not repeat other elevations on adjacent blocks.
A3.3 Ground Level Building Components		
Required Standards		
0.1 Building setbacks and horizontal widths per Table V-1. Detached row house max. 10' separation at front.	☒	Standards of Table V-1 are met for setback and frontage widths.
0.2 Retail orientated toward street or public way	N/A	Not proposed, future mixed use building on proposed Lot 42.
0.3 Mixed use buildings: residential entries differentiated from adjacent retail entries	N/A	Not proposed, future mixed use building on proposed Lot 42.
0.4 Weatherproof roof covering at entries	☒	Appropriately sized covered stoops.
0.5 Indirect or shielded building lighting	☒	Lighting will be indirect or shielded.
0.6 Parking structures screened from street.	☒	Garages are proposed at alleys which are partially visible to public view.
0.7 Storefront windows with a canopy or awning	N/A	Not applicable, future mixed use building on proposed Lot 42.
0.8 Discourage use of sight obscuring glass	☒	Proposed glass is not sight obscuring.
0.9 Landscaping or screening of parking between buildings and the street	N/A	Not proposed.
Optional		
0.10 Create indoor/outdoor relationships	☒	Doors and windows bring light and air and the outdoors into the individual living spaces.
0.11 Canopies and Awnings for weather protection	N/A	Not proposed.
A4.1 Façade Components		
Required		
0.1 Windows and doors recessed 3 inches	☒	Windows and doors include substantial and visible trim.
0.2 Balconies 36" max. projection	☒	Balconies are proposed at rear elevations.
0.3 Shutters sized for operable appearance	N/A	Shutters are not proposed.
0.4 Balconies and porches at least 5 feet deep. Porches min. 4. Covered depth and min. useable area 6' x 6'	☒	Balconies are proposed at rear elevations.
Optional		
0.4 (<i>Note: Duplicate numbers in published VCAS</i>) Windows square or vertical in proportion.	☒	All visible individual windows are square or vertical in proportion.

0.5 Materials changes at a horizontal line or inside corner of two vertical planes.	☒	Materials change at horizontal lines or corners
0.6 Residential units with outdoor living space.	☒	Balconies are proposed at rear elevations.
0.7 Expression of rainwater path	N/A	Not proposed
0.8 Building fronts taking on uneven angles to accommodate street	☒	Streets are straight along frontage, no angles needed.
0.9 Encourage wide opening windows	☒	The applicant has indicated details of window opening.
a. Discourage use of high window sills	☒	High window sills are not proposed.
b. Finishing touches and ornament	☒	The applicant is providing some level of finishing ornamentation.
A5.1 Fencing		
Required Standards		
0.1 See applicable sections of the Village Zone	☒	



VILLAGE CENTER OUTDOOR ROOM ADDRESSES
DIAGRAM

1.1 Woonerf Address Narrative

“The Woonerf Address is a special and deliberate deviation from the Village Center street grid. Aligned to the view of Mt. Hood, the public way connects the heart of Villebois, the

Plaza, to its regional context. Additionally, the Woonerf is part of the pedestrian connection between East Park and the Plaza.”

“Woonerf is a Dutch word meaning “living street.” A woonerf is common space shared equally by pedestrians, cyclists, and low speed vehicles. Raising the street to the same grade as sidewalks, and placing trees, planters, parking areas, and other obstacles in the street slows vehicles to walking speed. This makes the street available for social use of the local residents while maintaining connectivity and the parking needs of vehicles”

“Because of its proximity to the Plaza and its pedestrian emphasis, the Woonerf Address has specific design characteristics to complement the streetscape. The lifestyle is urban, with a compressed outdoor living spaces. These components encourage interaction between neighbors as well as pedestrians going to and from the Plaza.”

“To reinforce the spirit of urban living and strengthen the uniqueness of this outdoor room, the Woonerf Address emphasizes consistency of massing, façade design, and materials. The homes will have similar heights and materials, with encouraged minor variation of façade elements.”

D97. The Woonerf Address Compliance Checklist:

Applicable Requirements	Compliant	Notes
E2.1 Building types, must be attached.	<input checked="" type="checkbox"/>	All proposed town house units are attached a - 9-plex, 10-plex or 11-plexes.
E2.2 Building Height & Form		
Required Standards:		
1) Buildings have minimum two stories or greater in height	<input checked="" type="checkbox"/>	The proposed row house buildings are 3 – stories meeting the Woonerf Address.
2) Roof forms in a set of row houses shall be substantially similar in character.	<input checked="" type="checkbox"/>	Roof forms are substantially similar in character for the Brownstone row house buildings.
Optional		
3) Building facades in a set of row houses are encouraged to be similar in height similar in height.	<input checked="" type="checkbox"/>	Roof heights are substantially similar in character for the Brownstone row house buildings.
E2.3 Horizontal Façade Articulation		
Required Standards		
1) Each row house shall be articulated as an individual unit. Two or more of the following methods of horizontal articulation shall be used: a) Prominent entry, bay, or similar component for each dwelling unit; b) Reveal trim between major façade planes; c) Change of color, texture, or pattern of similar materials; d) Breaks in roof elevation per	<input checked="" type="checkbox"/>	These criteria are satisfied.

dwelling unit; and e) Offsets of major façade planes.		
Optional		
2) Change of material per dwelling unit is not a preferred method of Horizontal Articulation as it detracts from the consistency of the streetscape.	<input checked="" type="checkbox"/>	Brick masonry and wood is consistent along the row house building elevations.
E:3.1 Exterior Building Materials		
Required Standards		
1) The requirements of this Section supersede Table V-4	<input checked="" type="checkbox"/>	
2) Req. Materials at min. 40% of each façade shall be finished in one or more of the following materials: a) Brick, stone, or cast stone. b) Stucco or plaster; c) Poured-in-place concrete, or pre-cast veneer; and/or Metal panel systems.	<input checked="" type="checkbox"/>	More than 40% of each row house building façade is finished brick masonry.
3) The following additional materials may be used up to the remaining percentages of each façade: a) Wood; b) Cellulose fiber-reinforced cement products. (i.e. Hardi-Board) or other cement building products. c) Rock, glass block, tile; and/or d) Concrete block; split faced-faced, ground-faced, or scored. 4) The percentage calculation applies only to the facades facing a public or private street. 5) Doors and windows and their associated trim shall be excluded from the percentage calculation. 6) Glass shall have less than 20% reflectance. 7) Brick, when used, should match or be compatible with the street pavers.	<input checked="" type="checkbox"/>	Wood window trim, door trim and ledges are incorporated.
E3.2 Façade Components		
1) Scuppers and downspouts at the Woonerf Address shall be metal or clay. Downspouts shall connect with the street's drainage	<input checked="" type="checkbox"/>	Scuppers and downspouts are proposed. Projected balconies are proposed at rear elevations. Façade components in each set of row houses are substantially similar in proportion and

<p>as per the Rainwater Management Plan.</p> <p>2) Projection balconies and decks are not allowed above the first floor on street facing facades. French balconies two feet or less are allowed.</p> <p>3) Wood or simulated wood railing or fencing is prohibited.</p>		<p>configuration.</p>
<p>Optional</p>		
<p>4) Small punched openings in a thick wall is the preferred window expression. Large expanses of contiguous windows should be limited to bay windows.</p> <p>5) French balconies and bay windows two feet or less in depth are encouraged as predominate outdoor living space components of the Woonerf Address.</p> <p>6) Façade components in each set of row houses are encouraged to be substantially similar in proportion and configuration.</p>	<p>☒</p>	
<p>E4.1 Ground Level Building Components</p>		
<p>Required Standards</p>		
<p>1) Each row house shall have a stoop or terrace.</p> <p>2) The stoop or terrace shall be 30 inches or greater in elevation above grade.</p> <p>3) Each row house shall have a private outdoor living space at the entry façade. The space shall meet the following requirements:</p> <p>a) The useable space shall measure 5 feet or greater in depth and 7 feet or greater in length along the façade;</p> <p>b) The required space may be sunken no more than 24 inches below grade.</p> <p>c) The required space may be elevated no higher than the stoop/terrace elevation.</p> <p>d) The required space may be screened from the street, but fences and railing may be no more than 50% opaque and no taller than</p>	<p>☒</p>	<p>These criteria are satisfied.</p>

4 feet; and e) The required space must have direct access from the front entry, or direct access from a secondary entrance, such as a sliding patio door.		
Optional		
4) Stoops and terraces in each set of row houses should be substantially similar in height and configuration.	☒	These criteria are satisfied.

1.1 “Villebois Drive is a front door to the Village Center. Though predominantly residential, it sets the tone for a more urban experience. The architectural compments of this address, therefore, are similar to that of the Plaza.

Villebois Drive is envisioned as a potential growth corridor for future commercial uses. Accordingly, this Address has specific requirements to accommodate and encourage these possible transitions. Most of these Standards apply to the ground level buffer between the public way and private zones. The intent is for ground units not to prohibit future conversion to small commercial spaces.

See the Community Elements Book for additional ways in which the streetscape design assists the transition from residential to mixed-use characteristics.”

D98. The Villebois Drive Address Compliance Checklist:

Applicable Requirements	Compliant	Notes
C2.1 Building Types per table V-1. Building types, must be attached.	☒	All proposed town house units are attached a 7-plex and 8-plex. The future multi-use building requires a separate FDP application.
C2.2 Building Height & Roof Form		
1) Buildings have minimum two stories or greater in height	☒	The proposed row house buildings are 3 – stories meeting the Villebois Drive Address.
2) Flat or low slope roof w/ parapet	☒	Low slope roof roofs is proposed (London row house style)
3) Dormers, chimneys & light monitors.	☒	Not proposed or required.
4) Variation on roof forms are encouraged.	☒	Roof heights are substantially similar in character for the London row house buildings.
5)Variety of roof heights and configurations are encouraged.	☒	Not proposed or required.
C2.3 Horizontal Façade Articulation		
Required Standards		
1) Horizontal facades > 60’ articulated into smaller units.	☒	This criterion is satisfied.
C:2.4 Exterior Building Materials		
Required Standards		

1) The requirements of this Section supersede Table V-4	<input checked="" type="checkbox"/>	
2) Req. Materials at min. 30% of each façade.	<input checked="" type="checkbox"/>	More than 30% of each row house building façade is finished brick masonry, concrete panels.
3) Additional materials 60% of each façade. 4) % applies only to the facades facing a public street or private street. Glass shall have less than 20% reflectance. 5) Doors, windows and trim excluded from % calculation. 6) Glass with less than 20% reflectance.	<input checked="" type="checkbox"/>	Wood window trim, door trim and ledges are incorporated. Glass will be less than 20% reflectance.
C3.1 Ground Level Building Components		
Required Standards		
1) The ground level of multi-use buildings. 2) Ground level residential units utilize buffering elements.	N/A	The future multi-use building requires a separate FDP application.
Optional		
3) Row houses exempt from Flex space requirements.	N/A	The future multi-use building requires a separate FDP application.
4) Mixed use requirements for construction.	N/A	The future multi-use building requires a separate FDP application.

D99. Community Elements Book:

Applicable Requirement	Compliant	Notes
Street Lighting	<input checked="" type="checkbox"/>	See Plan Sheet L5.
Curb Extensions	<input checked="" type="checkbox"/>	Proposed along SW Mont Blanc Street and SW Villebois Drive North.
Street Trees	No	Street trees must be the preferred variety for each street as listed on page of the approved SAP Central Community Elements Book.
Landscape Elements-Site Furnishings	<input checked="" type="checkbox"/>	Listed site furnishings required are shown on Plan Sheets L1 and L5.
Tree Protection	<input checked="" type="checkbox"/>	See Request F for the Type 'C' Tree Plan
Plant List	<input checked="" type="checkbox"/>	All plant materials listed on Planting Plans. No prohibited plants are proposed

Section 4.421. Criteria and Application of Design Standards.

- (.01) The following standards shall be utilized by the Board in reviewing the plans, drawings, sketches and other documents required for Site Design Review. These standards are intended to provide a frame of reference for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be**

regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specifications of one or more particular architectural styles is not included in these standards. (Even in the Boones Ferry Overlay Zone, a range of architectural styles will be encouraged.)

A. Preservation of Landscape.

D100. Staff finds that the subject site for the proposed row houses is part of the approved SAP Villebois Specific Area Plan. The project site has fairly level terrain. Numerous trees in poor to good condition will be removed.

B. Relation of Proposed Buildings to Environment.

D101. The project site is not within a Significant Resource Overlay Zone or next to any other natural feature. This criterion is not applicable.

C. Drives, Parking and Circulation.

D102. Driveways and circulation exist and serve the site adequately.

D. Surface Water Drainage.

D103. At permit review the City will require that the applicant provide storm water calculations to ensure the downstream capacity of the public storm drainage system and not adversely affect neighboring properties.

E. Utility Service.

D104. All utilities already will be extended to the project site meeting code. Engineering review of construction documents will ensure compliance with this provision.

F. Advertising Features.

D105. New signs will need to comply with the approved Villebois Center Master Sign Plan.

G. Special Features.

D106. There will be no special features associated with the proposed building expansion.

REQUEST E: REFINEMENTS

The applicant’s findings in Section IIA of their notebook, Exhibit B1, respond to the majority of the applicable criteria.

Proposed refinements:

1. Street network – SW Ravenna Loop
2. Parks, trails and open space
3. Location and mix of land uses
4. Housing density
5. Rainwater Management Plan - pervious pavers

Refinements Generally

Subsection 4.125 (.18) J. 1. Refinement Process

“In the process of reviewing a PDP for consistency with the approved Specific Area Plan, the DRB may approve refinements, but not amendments, to the SAP. Refinements to the SAP may be approved by the Development Review Board, upon the applicant's detailed graphic demonstration of compliance with the criteria set forth in Section (.18)(J)(2), below.”

E1. The applicant is requesting a number of refinements as listed below. The applicant has provided plan sheets showing sufficient information to demonstrate compliance with the applicable criteria. Except for the proposed rainwater refinement, as can be seen in the findings below the criteria set forth in Subsection 4.125 (.18) J. 2 is satisfied for each requested refinement.

Refinement Request “a”: Street Network

Subsection 4.125 (.18) J. 1. a. i. SAP Refinements: Street Network and Functional Classification

Changes to the street network or functional classification of streets that do not significantly reduce circulation system function or connectivity for vehicles, bicycles or pedestrians.

As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above.



E2. The Villebois Village Master Plan shows a road connection from SW Ravenna Loop to SW Paris Avenue. The applicant is proposing to delete the segment between SW

Villebois Drive North and SW Mont Blanc Street and replace it with linear green parks including pedestrian and bicycle route.

Quantifiable measures related to this refinement request include circulation system function and connectivity. Level of Service (LOS) is the quantifiable performance measure related to circulation system function for vehicles. No data is available nor practical to obtain regarding the circulation system function for bicycles and pedestrians. In addition, pedestrian connections will be maintained where shown in the master plan by paths. Bicycles connections will also be allowed on these paths. While the traffic study did not compare LOS at various intersections with and without the proposed refinements, LOS of service continues to be met with the proposed changes. The quantifiable measure of connectivity is number of connecting routes. To connecting routes for vehicles are lost, which is less than 10 percent of the overall number of vehicle connections provided in the SAP and PDP. These criteria are satisfied.

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative
As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.

E3. This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding E4 below, the proposed refinements do not negatively affect qualitative features of the street network. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.”

E4. The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them: These criteria are satisfied.

Circulation System Goal: The Villebois Village shall provide for a circulation system that is designed to reflect the principles of smart growth.

Pedestrian connections are being maintained as shown in the Master Plan supporting the Smart Growth principle of creating walkable neighborhoods.

Circulations System Policy 1: The Villebois Village shall encourage alternatives to the automobile, while accommodating all travel modes, including passenger cars, trucks, buses, bicycles and pedestrians.

As demonstrated in the traffic report adequate vehicle circulation will be maintained. In addition bicycle and pedestrian connections are maintained as shown in the Villebois Village Master Plan.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

- E5. The proposed grading reflecting the natural contours of the site are supportive of through mid-block vehicle connections in the locations where the removal of SW Ravenna Loop is proposed. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

- E6. The proposed changes allows the area of SAP Central to develop in a manner consistent with the Master Plan and relevant SAP approvals. These criteria are satisfied.

Refinement Request "b": Parks, Trails, and Open Space

Subsection 4.125 (.18) J. 1. a. ii. SAP Refinements: Parks, Trails, and Open Space

Changes to the nature or location of park type, trails, or open space that do not significantly reduce function, usability, connectivity, or overall distribution or availability of these uses in the Preliminary Development Plan.

- E7. The changes include small private parks and new linear green. The Regional Parks and Open Space are substantially consistent with the Villebois Village Master Plan. These criteria are satisfied.

Subsection 4.125 (.18) J. 1. b. i. Defining "Significant" for SAP Refinements: Quantifiable

As used herein, "significant" means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above.

- E8. The performance measures, etc. being measured for the purpose of this refinement are the reduction of function, usability, connectivity, or overall distribution or availability of park uses in the Preliminary Development Plan creating no reduction in any measurable aspect of the parks. These criteria are satisfied.

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.

E9. This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider be the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding E10 below, the proposed refinement would not negatively affect qualitative features of the parks. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.

E10. The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Goal stated in paragraph one under 3.1 Introduction/Proposal for Parks and Open Space:

Offer a variety of opportunities that are engaging to all senses, through the provision of programming elements that allow for a wide variety of experiences.

3.3 Parks Goal: The Parks system within Villebois Village shall create a range of experiences for its residents and visitors through an interconnected network of pathways, parks, trails, open space and other public spaces that protect and enhance the site’s natural resources and connect Villebois to the larger regional park/open space system.

Policy 2: An interconnected trail system shall be created linking the park and open spaces and key destination points within Villebois and to the surrounding neighborhoods. The trails system shall also provide loops of varying lengths to accommodate various activities such as walking, running, and rollerblading.

Policy 3: Parks shall encourage the juxtaposition of various age-oriented facilities and activities, while maintaining adequate areas of calm.

Policy 4: Park designs shall encourage opportunities for wildlife habitat, such as plantings for wildlife foraging and/or habitat, bird and/or bat boxes and other like elements.

Policy 5: Gathering spaces in parks shall generate social interaction by adding layers of activity (Power of Ten).

Policy 6: Build-out of the Villebois Village Master Plan shall comply with the City of Wilsonville SROZ regulations. Any encroachment into the SROZ will be reviewed for compliance or exemption as more detailed information is provided that will affect the SROZ areas. Adjustments in plan, street alignments, and intersections as well as rainwater facilities and pathways shall be made to comply with SROZ regulations.

Policy 9: Parks and recreation spaces shall provide for flexibility over time to allow for adaptation to the future community's park, recreation and open space needs.

Implementation Measure 1: Future and pending development applications within Villebois (Specific Area Plans, Preliminary Development Plans and Final Development Plans) shall comply with the park, trail, open space system proposed in Figure 5 – Parks and Open Space Plan, Figure 5A – Recreational Experiences Plan, and Table 1: Parks Programming. Refinements may be approved

Implementation Measure 3: Parks and open spaces shall be designed to incorporate native vegetation, landforms and hydrology to the fullest extent possible.

Implementation Measure 12: Through time, the Developers shall have a responsibility to participate in planning, implementing and securing funding sources for a wetland naturalization and enhancement plan for the Coffee Lake wetland complex. These wetlands are adjacent to Coffee Creek and within the boundary of Villebois. The wetland naturalization and enhancement plan shall be initiated and completed with the phased development of the Village.

Implementation Measure 15: Each child play area shall include uses suitable for a range of age groups.

The proposed refinement maintains all the amenities and their related variety shown in the Master Plan for the PDP 7C area.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

E11. The additional green space will not result in detrimental impacts to the environment or natural or scenic resources. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

- E12.** The proposed park refinement does not preclude an adjoining or subsequent PDP or SAP area from developing consistent with the approved SAP or Master Plan. These criteria are satisfied.

Refinement Request “c”: Utilities and Storm Water Facilities

Subsection 4.125 (.18) J. 1. a. iii. SAP Refinements: Utilities and Storm Water Facilities

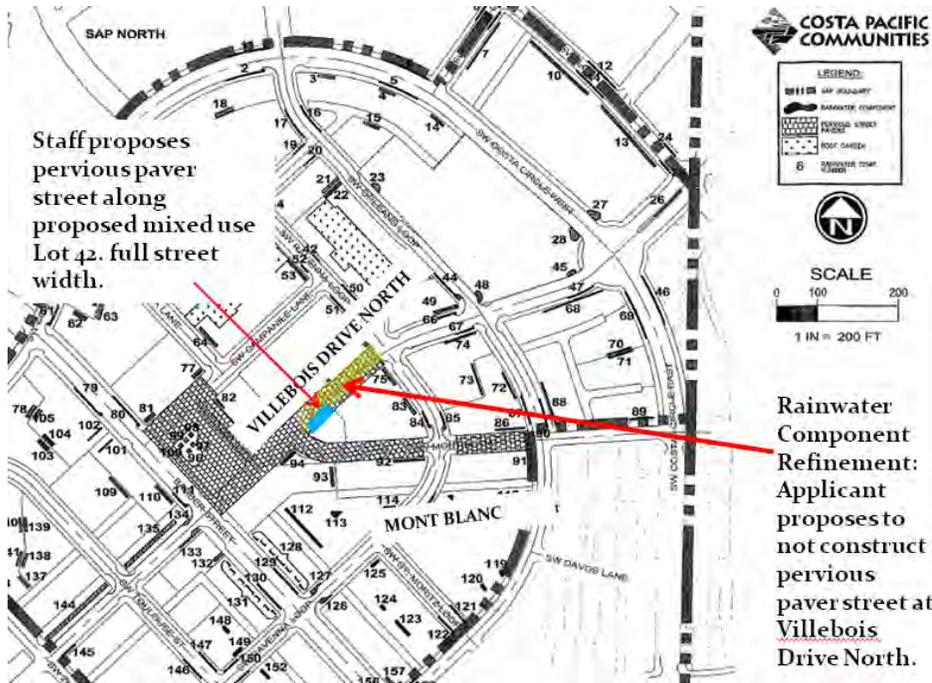
Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.

- E13. Pervious Pavers at SW Villebois Drive:** The applicant is proposing to construct bio retention cells along SW Villebois Drive North from SW Mont Blanc Street to SW Orleans Avenue. A revised rainwater memorandum is included in Exhibit B1 which details the percentage of treatment achieved as shown on Plan Sheet 6, Composite Utility Plan. The project engineer indicates that the proposed rainwater management program will treat 80% of the impervious area created on site. However, the applicant is proposing to not install pervious pavers along the public street, SW Villebois Drive North between SW Mont Blanc Street and SW Paris Avenue. Thus the applicant is proposing a refinement from the Rainwater Management Plan, shown in Figure A, of Section IIC, Exhibit B1 to remove the pervious paver roadway with impervious pavement. In the professional opinion of staff this refinement does not set the “tone for a more urban experience” envisioned in the Villebois Drive Address. Villebois Area Plan – Central. Village Center Architectural Standards (VCAS) Narrative 1.1. VCAS Narrative 1.1 states:

“Villebois Drive is a front door to the Village Center. Though predominantly residential, it sets the tone for a more urban experience. The architectural components of this address, therefore, are similar to that of the Plaza.”

Staff is recommending that the refinement to not construct pervious pavers on SW Villebois Drive North between SW Mont Blanc Street and SW Paris Avenue be modified to require pervious pavers up through the frontage of proposed Lot 42 (future site of mixed use development). In the professional opinion of staff this would be the logical transition for street surface types between the “urban experience” commercial and residential along SW Villebois Drive North. Staff further points out that on Final Development Plan Sheet L1 of Section VIB of Exhibit B1 “Permeable Concrete Pavers” are proposed for street surface, street parking and sidewalks on the private street, SW Mont Blanc. Plan Sheet note 12/15 of Plan Sheet L1 specifies the manufacture, model, color, finish and size of the paver units. This is consistent with the Rainwater Management Plan. “Pervious pavement” (underline emphasis added by staff) referenced by the project engineer in his May 19th Memorandum, Section IIC of Exhibit B1 must not be allowed.

Portion of Rainwater Management Plan showing proposed refinement:



Refinement Request “d”: Location and Mix of Land Uses

Subsection 4.125 (.18) J. 1. a. iv. SAP Refinements: Location and Mix of Land Uses

Changes to the location or mix of land uses that do not significantly alter the overall distribution or availability of uses in the Preliminary Development Plan. For purposes of this subsection, “land uses” or “uses” are defined in the aggregate, with specialty condos, mixed use condos, urban apartments, condos, village apartments, neighborhood apartments, row houses and small detached uses comprising a land use group and medium detached, standard detached, large and estate uses comprising another.

E14. The changes to the location and mix of land uses are illustrated in the following table. Overall, as shown in the findings below, the changes do not significantly alter the distribution or availability of uses in PDP 7C. These criteria are satisfied.

Description of Block (bounded by:)	SAP Plan	Proposed PDP 7C Plan
SW Mont Blanc Street	_____	41 Row Houses 41 Total
SW Villebois Drive N	_____	16 Row Houses 16 Total
SW Orleans Ave.	_____	5 Row Houses 5 Total
Alley	_____	6 Row Houses 6 Total
	Total: 46 Row Houses, 24 Urban Apartments	Total: 68 Row House

Subsection 4.125 (.18) J. 1. b. i. Defining “Significant” for SAP Refinements: Quantifiable

As used herein, “significant” means: More than ten percent of any quantifiable matter, requirement, or performance measure, as specified in (.18)(J)(1)(a), above,”

E15. For the purpose of this refinement the quantifiable requirement is the number of lots/units under an aggregated land use category on the SAP level. The first land use category small detached, small cottage detached, and all attached housing types. The second land use category includes medium, standard, and larger single-family unit types. The table below shows the proposed changes affect the SAP Central Land Use Mix. Proposed is a 1.3 percent increase in the smaller and attached land use category. Both of these are well within the ten percent allowance. These criteria are satisfied.

	SAP Central Unit Count within MP	Proposed SAP Central Unit Count	% Change
Small/Small Cottage/Row Houses/Neighborhood Apts.	999	1,012	1.3%
Medium/Standard/Large/Estate	0	0	0%
TOTAL	999	1.012	1.3%

Subsection 4.125 (.18) J. 1. b. ii. Defining “Significant” for SAP Refinements: Qualitative

“As used herein, “significant” means: That which negatively affects an important, qualitative feature of the subject, as specified in (.18)(J)(1)(a), above.”

E16. This subsection does not provide clear definition of what an important qualitative feature might be. Absent details in this subsection, staff interprets the primary qualitative factors to consider being the three guiding design principles of the Villebois Village Master Plan: Connectivity, Diversity, and Sustainability. The three guiding design principles are further defined by the goals, policies, and implementation measures of the Master Plan. By virtue of better or equally implementing the goals, policies, and implementation measures of the Villebois Village Master Plan, as described in Finding E17 below, the proposed refinement would not negatively affect qualitative features for location and mix of land uses. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.

E17. The following are the relevant goals and policies from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet them:

Land Use Policy 1: The Villebois Village shall be a complete community with a wide range of living choices, transportation choices, and working and shopping choices. Housing shall be provided in a mix of types and densities resulting in a minimum of 2,300 dwelling units within the Villebois Village Master Plan area.

Land Use Policy 2: Future development applications within the Villebois Village area shall provide land uses and other major components of the Plan such as roadways and parks and open space in general compliance with their configuration as illustrated on Figure 1 – Land Use Plan or as refined by Specific Area Plans.

Residential Neighborhood Housing Goal: The Villebois Village shall provide neighborhoods consisting of a mix of homes for sale, apartments for rent, row homes, and single-family homes on a variety of lot sizes, as well as providing housing for individuals with special needs. The Villebois Village shall provide housing choices for people of a wide range of economic levels and stages of life through diversity in product type.

Residential Neighborhood Housing Policy 1: Each of the Villebois Village's neighborhoods shall include a wide variety of housing options and shall provide home ownership options ranging from affordable housing to estate lots.

Residential Neighborhood Housing Policy 5: The Villebois Village shall provide a mix of housing types within each neighborhood and on each street to the greatest extent practicable.

Residential Neighborhood Housing Policy 10: Natural features shall be incorporated into the design of each neighborhood to maximize their aesthetic character while minimizing impacts to said natural features.

E18. The proposed refinements will better integrate green spaces throughout PDP 7C and expand the range of housing options in the subject area. As the proposed refinements will not compromise the project's ability to comply with all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan, they will equally meet all other Goals, Policies and Implementation Measures of the Villebois Village Master Plan. See the applicant's more detailed response in their compliance report in Section IIA of the applicant's notebook, Exhibit B1. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

E19. The proposed refinement will add green space having a positive impact on the natural and scenic resources and amenities in the development. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP's and SAP's

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

E20. The proposed refinements will not preclude any other SAP's or PDP's from developing consistent with the approved SAP or the Master Plan. These criteria are satisfied.

Refinement Request “e”: Density

Subsection 4.125 (.18) J. 1. a. v. SAP Refinements: Density

A change in density that does not exceed ten percent, provided such density change has not already been approved as a refinement to the underlying SAP or PDP, and does not result in fewer than 2,300 dwelling units in the Village.

E21. The proposed PDP as proposed, would result in a density increase (change in the number of overall units) in the SAP of 1.3 percent, which is well below the ten percent (10%) allowance. The proposal results in a total of 2616 units within Villebois. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. a. SAP Refinement Review Criteria: Better or Equally Implementing Villebois Village Master Plan

The refinements will equally or better meet the conditions of the approved SAP, and the Goals, Policies and Implementation Measures of the Villebois Village Master Plan.

The following is policy from the Villebois Village Master Plan followed by discussion of how the refinements better or equally meet it:

Residential Neighborhood Housing Policy 3: The mix of housing shall be such that the Village development provides an overall average density of at least 10 dwelling units per net residential acre.

E22. The change of density is small increase and continues to meet the density requirement for the Village Zone. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. b. SAP Refinement Review Criteria: Impact on Natural and Scenic Resources

The refinement will not result in significant detrimental impacts to the environment or natural or scenic resources of the PDP and Village area.

E23. The proposed minor increase in density does not create any sort of impact that can be seen being detrimental to any of the resources mentioned in this subsection. These criteria are satisfied.

Subsection 4.125 (.18) J. 2. c. SAP Refinement Review Criteria: Effect on Subsequent PDP’s and SAP’s

The refinement will not preclude an adjoining or subsequent PDP or SAP areas from development consistent with the approved SAP or the Master Plan.

E24. The proposed minor change in density does not affect any adjoining PDP’s or SAP’s.

**REQUEST F
TYPE ‘C’ TREE PLAN**

Subsection 4.610.40 (.02) and Subsection 4.610.30 (.02) Submittal Requirements

F1. The Arborist Report was prepared by Morgan Holen & Associates in Section VB. Twenty three (23) trees measuring 6 inches d.b.h. and larger were inventoried including four tree species. Three (3) trees in good to important will be retained. As indicated in the table below the applicant has either submitted the required documentation under Subsection 4.610.40 (02). The requirements of these subsections are thus satisfied.

F2.

Requirement	Submitted	Waiver Granted		Condition of Approval	Not Applicable	Additional findings/notes
		Info Already Available to City	Info Not Necessary for Review			
Statement why removal is necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Description of trees (common name, d.b.h.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name of person removing (if known)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Time of removal (if known)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Map showing location of tree(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Arborist’s Report (health and condition, species, common name, d.b.h.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Tree protection information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Replacement tree description (species, size, number, cost)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

This application has been reviewed according the standards and processes referenced in this subsection. This provision is satisfied.

Section 4.620.00 Tree Relocation, Mitigation, or Replacement
Subsection 4.620.00 (.01) Tree Replacement Required within One Year

F3. This subsection requires a Type ‘C’ Tree Removal Permit grantee to replace or relocate each removed tree having six inches (6”) or greater d.b.h. within one year of removal. Twenty (20) trees are proposed for removal. See Plan Sheet 8 of the Arborist Report

Subsection 4.620.00 (.02) Basis for Determining Replacement

F4. This subsection requires that removed trees be replaced on a basis of one (1) tree replanted for each tree removed. It also requires all replacement trees measure two inches (2”) caliper. One (1) tree is being replaced for each tree removed, all of which will be two inch (2”) caliper. The provisions of this subsection will be satisfied through PDD2.

Subsection 4.620.00 (.03) A. Replacement Tree Requirements-Comparable Characteristics

F5. This subsection identifies the requirements for replacement trees including: having characteristics similar to removed trees; being appropriately chosen for the site from an approved tree species list provided by the City, and being of state Department of Agriculture Nursery Grade No. 1 or better. The applicant proposes mitigating with trees that will be more appropriate for the site.

Subsections 4.620.00 (.03) B. and C. Replacement Tree Requirements-Tree Care and Guarantee

F6. These subsections require replacement trees be staked, fertilized and mulched, and be guaranteed by the permit grantee or the grantee’s successors-in-interest for two (2) years after the planting date. A “guaranteed” tree that dies or becomes diseased during the two (2) year period is required to be replaced. A condition of approval ensures the requirements of these subsections are met.

Subsection 4.620.00 (.3) D. Replacement Tree Requirements- Encouragement of Diversity of Species

F7. This subsection encourages a diversity of tree species to be planted. A variety of trees are being removed and a variety is being planted, maintaining substantially similar diversity of species on the property. See condition PDF2.

Subsection 4.620.00 (.04) Additional Requirements for Replacement Trees

F8. This subsection requires replacement trees consist of nursery stock that meets requirements of the American Association of Nurserymen (AAN) American Standards for Nursery Stock (ANSI Z60.1) for top grade. Condition PDF2 ensures the requirements of these subsections are met.

Subsection 4.620.00 (.05) Replacement Tree Location- Review Required.

F7. See Finding F5.

Sign off accepting Conditions of Approval

Project Name: Villebois SAP Central PDP 7 Rowhomes 'Mont Blanc'

Case Files	Request A:	DB15-0029	Villebois SAP Central Preliminary Development Plan (PDP-7C Row Homes)
	Request B:	DB15-0030	Zone Map Amendment
	Request C:	DB15-0031	Tentative Subdivision Plat
	Request D:	DB15-0033	PDP-7C Final Development Plan
	Request E:	DB15-0034	SAP Refinements
	Request F:	DB15-0035	Type 'C' Tree Plan

The Conditions of Approval rendered in the above case files have been received and accepted by:

Signature

Title Date

Signature

Title Date

This decision is not effective unless this form is signed and returned to the planning office as required by WC Section 4.140(.09)(L).

Adherence to Approved Plan and Modification Thereof: The applicant shall agree in writing to be bound, for her/himself and her/his successors in interest, by the conditions prescribed for approval of a development.

Please sign and return to:
Shelley White
Planning Administrative Assistant
City of Wilsonville
29799 SW Town Center Loop E
Wilsonville OR 97070

CITY OF WILSONVILLE

and

WILSONVILLE MUNICIPAL EMPLOYEE ASSOCIATION

COLLECTIVE BARGAINING AGREEMENT

JULY 1, 2015 THROUGH JUNE 30, 2017

Page 494 of 542
TABLE OF CONTENTS

PREAMBLE.....	3	12.11 Reclassification.....	18
ARTICLE 1 – Recognition.....	3	ARTICLE 13 – Holidays.....	18
1.1 Association Recognition.....	3	13.1 Holidays Observed.....	18
1.2 Covered Employees.....	3	13.2 Holidays Falling on Scheduled Days Off.....	18
1.3 Employee Descriptions.....	3	13.3 Holidays During Leave.....	18
1.4 New Classifications.....	4	13.4 Holiday Pay.....	19
1.5 Department.....	4	13.5 Holiday Work.....	19
ARTICLE 2 – Non-Discrimination.....	4	ARTICLE 14 – Vacation.....	19
ARTICLE 3 – Management Rights.....	4	14.1 Accrual.....	19
ARTICLE 4 – Association Security.....	5	14.2 Eligibility.....	19
4.1 Checkoff.....	5	14.3 Maximum Accrual.....	19
4.2 Fair Share.....	5	14.4 Scheduling.....	19
4.3 Religious Objection.....	5	14.5 Pay Upon Separation.....	20
4.4 Electronic Membership Data.....	5	14.6 Vacation Cancellation.....	20
ARTICLE 5 – Association Business.....	5	14.7 Vacation Transfer.....	20
5.1 Representatives.....	5	ARTICLE 15 – Sick Leave.....	20
5.2 Access.....	6	15.1 Accrual.....	20
5.3 Bulletin Board.....	6	15.2 Utilization.....	20
5.4 Collective Bargaining Activities.....	6	15.3 Notification.....	21
5.5 Use of the City Email.....	6	15.4 Use of Other Accrued Leave.....	21
ARTICLE 6 – Hours of Work.....	6	15.5 Family Medical Leave.....	21
6.1 Workweek.....	6	15.6 Physician Evaluation.....	21
6.2 Regular Work Schedule.....	7	15.7 Transfer.....	21
6.3 Modified Work Schedule.....	7	15.8 Required Leave.....	21
6.4 Work Schedules.....	7	15.9 Return to Work.....	21
6.5 Rest and Meal Periods.....	8	ARTICLE 16 – Educational Opportunities.....	22
ARTICLE 7 – Overtime.....	8	16.1 Tuition Reimbursement.....	22
7.1 Waiver.....	8	16.2 Professional Development Compensation.....	22
7.2 Definition.....	8	16.4 Cost of Textbooks.....	23
7.3 Assignment.....	8	ARTICLE 17 – Other Leaves.....	23
7.4 Form of Compensation.....	8	17.1 Criteria and Procedure.....	23
7.5 Pyramiding.....	8	17.2 Approval.....	23
7.6 Payment Upon End of Employment.....	9	17.3 Termination of Leave.....	23
7.7 Callback.....	9	17.4 Employee Status.....	23
7.8 Pager Time.....	9	17.5 Bereavement Leave.....	23
ARTICLE 8 – Special Allowances.....	10	17.6 Jury/Witness Duty.....	24
8.1 Use of Personal Vehicle.....	10	17.7 Military.....	24
8.2 Licenses.....	10	17.8 Inclement Weather.....	24
8.3 Safety Equipment.....	11	ARTICLE 18 – Discipline.....	24
8.4 Clothing.....	11	18.1 Discipline and Discharge.....	24
8.5 Physical Examination.....	11	18.2 Excluded Employee.....	24
ARTICLE 9 – Probationary Period.....	11	18.3 Imposition.....	25
9.1 Original Appointments.....	11	18.4 Representation Rights.....	25
9.2 Promotions.....	12	18.5 Due Process.....	25
ARTICLE 10 – General Provisions.....	12	18.6 Just Cause Standards.....	25
10.1 Seniority.....	12	18.7 Notice of Discipline.....	26
10.2 Outside Employment.....	13	18.8 Discovery Materials.....	26
10.3 Contracting Out.....	13	ARTICLE 19 – Grievance Procedure.....	26
10.4 Job Vacancies.....	13	19.1 Grievance Defined.....	26
10.5 Labor/Management Meetings.....	14	19.2 Grievance Procedure.....	26
10.6 Position Description.....	14	19.3 Time Limits.....	28
10.7 Transfer of Bargaining Unit Work.....	14	19.4 Discovery Materials.....	28
10.8 Policy and Procedures.....	14	ARTICLE 20 – Personnel Records.....	28
ARTICLE 11 – Reduction in Force.....	14	20.1 Access.....	28
11.1 Layoff.....	14	20.2 Disciplinary Records.....	28
11.2 Recall.....	15	20.3 File Purging.....	28
11.3 Notice.....	15	20.4 Signature Requirement.....	29
ARTICLE 12 – COMPENSATION.....	16	ARTICLE 21 – Strikes.....	29
12.1 Wages.....	16	21.1 Prohibition.....	29
12.2 Merit Increases.....	16	21.2 Association Obligation.....	29
12.4 Workers' Compensation.....	16	21.3 Lockout.....	29
12.5 Health Insurance.....	16	ARTICLE 22 – Savings Clause.....	29
12.6 Long Term Disability Insurance.....	17	ARTICLE 23 – Status of Agreement.....	29
12.7 City's Right to Modify Plans and/or Benefits.....	17	23.1 Complete Agreement.....	29
12.8 Retirement.....	17	23.2 Amendments.....	30
12.9 Work Out of Classification.....	17	ARTICLE 24 – Term of Agreement.....	31
12.10 Promotion.....	17	Appendix A – Salary Schedule.....	32

PREAMBLE

This Agreement is entered into between the City of Wilsonville, hereinafter referred to as the "City," and the Wilsonville Municipal Employee Association, hereinafter referred to as "Association."

ARTICLE 1 – RECOGNITION

1.1 Association Recognition. The City recognizes the Association as the sole and exclusive collective bargaining representative of all employees covered by this collective bargaining agreement.

1.2 Covered Employees.

Overall Unit. All regular and part-time employees of the City of Wilsonville, excluding the following: supervisory and confidential employees as defined by ORS 243.650(6) and (23); transit employees as defined in ORS 243.738, together with fleet mechanics; interns and/or students; temporary employees; seasonal employees; and employees on on-call status. This unit shall be subject to the collective bargaining dispute resolution process according to strikeable units as under PECBA.

1.3 Employee Descriptions.

Regular Full-Time employees shall be defined as employees who are regularly scheduled to work forty (40) hours a week.

Regular Part-Time employees shall be defined as employees who are regularly scheduled to work twenty (20) or more hours per week.

Less-than-half-time employees shall be defined as employees who are scheduled to work less than twenty (20) hours per week. Less than half time employees are not eligible for any employee benefits or accrual of employee benefits, including but not limited to, holidays, insurance, retirement, or paid leaves. Notwithstanding the above, a less than half time employee who is required to work on a recognized holiday will be compensated at time and one-half for all hours worked on the holiday.

Temporary and Seasonal employees are those employees working less than 1600 hours per calendar year. Such employees are not part of the bargaining unit and are generally covered by City policy.

Grant funded positions: Positions which are funded by a grant covering 15% or more than the total compensation of the position, including benefits provided under City policy, are not part of the bargaining unit, except under the following:

- A. When a position is 15% or more grant funded for a duration of more than 12 months, and if the grant is renewed for an additional period of time exceeding another 12 months, the employee will be included as a member of bargaining unit upon the renewal of the grant.

For all Grant Funded positions:

- 1) Grant funded positions, regardless of bargaining unit status, serve an initial six (6) month probation period upon initial hire.
- 2) An employee placed in the bargaining unit under a grant funded position does not have recall rights, (Article 11). If the City elects to adopt the position into the budget as a fully funded City position, while the employee is currently employed, recall rights are re-established.
- 3) If the grant is discontinued at any time or not funded after expiration, the position is ended.

1.4 New Classifications. Whenever the City develops a new classification, it shall develop a job description for the position and assign a wage rate. Once this procedure is completed, the City shall notify the Association in writing. In the event the Association does not agree with the assigned wage rate, the Association shall notify the City within fourteen (14) days prior to implementation. The Association may request to bargain pursuant to ORS 243.698. The City shall not be precluded from filling the position during negotiations.

1.5 Department. For purposes of this agreement, the Departments are Administration, Community Development, Finance, Human Resources/Risk Management, Legal, Library, Parks & Recreation, Public Works, and Transit.

ARTICLE 2 – NON-DISCRIMINATION

There shall be no discrimination by the City against any employee because of age, race, marital status, mental or physical disability, national origin, sex, religion, or any other protected class, in accordance with applicable law. Neither will the City discriminate based on gender identity or sexual orientation. The provisions of this Agreement shall be applied without discrimination to all employees.

ARTICLE 3 – MANAGEMENT RIGHTS

Except as expressly modified or restricted by a specific provision of this Agreement, all charter, statutory and other managerial rights, prerogatives, and functions are retained and vested exclusively in the City, including, by way of description and not limitation, the rights, in accordance with its sole and exclusive judgment and discretion: to direct and supervise all operations and functions; to manage and direct the work force, including, by way of description and not limitation, the right to determine the methods, processes, locations and manner of performing work; to hire, promote, transfer and retain employees; to determine schedules of work and work load; to purchase, dispose of and assign equipment and supplies; to determine the need for a reduction or an increase in the work force; to establish, revise and implement

standards for hiring, classification, promotion, quality of work, safety, materials and equipment; to implement new and to revise or discard, wholly or in part, methods, procedures, materials, equipment, facilities and standards, and to sub-contract or contract projects or works it deems appropriate. Utilization of any management rights not specifically limited by this Agreement shall be at the City's discretion, provided any bargaining obligation arising from ORS 243.650-672 and the Status of Agreement article (Article 23) contained herein is satisfied. The City's failure to exercise any right, prerogative, or function hereby reserved to it, or the City's exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the City's right to exercise such right, prerogative, or function or preclude it from exercising the same in some other way not in conflict with the express provisions of this Agreement.

ARTICLE 4 – ASSOCIATION SECURITY

4.1 Checkoff. The City agrees to deduct the uniformly required Association membership dues and other authorized fees, contributions or assessments once each month from the pay of those employees who have authorized such deductions in writing.

4.2 Fair Share. Fair share shall be deducted from the wages of non-member employees in accordance with ORS 243.666(1) and 243.672(1)(c). Fair share deductions shall be made for the month in which the employee was hired. The aggregate deductions of all fair share payers shall be remitted together with an "itemized reconciliation" to the Association no later than the fifth (5th) working day of the month following the month for which the fair share deductions were made.

4.3 Religious Objection. Bargaining unit members who exercise their right of non-association when based on a bona fide religious tenet or teaching of a church or religious body of which such employee is a member, shall pay an amount equivalent to regular monthly Association dues to a non-religious charity or to another charitable organization mutually agreed upon by the employee and the Association. Such payment shall be remitted to that charity by the employee and this fact certified by the employee to the City within fifteen (15) calendar days of the time dues or fair share payment would have been taken out of the employee's paycheck. The City shall, within fifteen (15) calendar days of its receipt, send a copy of such certification to the Association. If an employee fails to provide certification to the City by the fifteenth (15th) day, the City shall resume dues or fair share deductions until such notice is provided.

4.4 Electronic Membership Data. The City will furnish the Association, upon reasonable request, using an electronic medium, the following information for each bargaining unit employee: name; employee identification number; fair share/member status; amount of dues withheld; classification; base pay rate; hire date; and full-time/part-time status.

ARTICLE 5 – ASSOCIATION BUSINESS

5.1 Representatives. The Association will notify the City, in writing, of the names of its representatives and/or elected officers within thirty (30) days of any changes.

5.2 Access. Representatives of the Association shall have reasonable access to the City's facilities to visit employees when necessary during working hours. Notice of such visits to non-public areas shall be given to the department head and the visits shall be conducted in a manner that minimizes any work disruption.

Association representatives/officers will be granted reasonable time off and access to employee work locations during working hours to process grievances through the arbitration step.

5.3 Bulletin Board. Bulletin board space in each building of the City shall be provided the Association for the posting of meeting notices and other information directly related to the Association affairs of the employees covered by this contract.

5.4 Collective Bargaining Activities. The City will allow up to three employees reasonable time off, without loss of pay, for the purpose of collective bargaining sessions, or additional time subject to mutually agreed ground rules. No more than two (2) employees may be off from work from any one division.

5.5 Use of the City Email.

- 1) The parties recognize that the City email system, and all portions thereof, is at all times the sole property of the City. This resource is provided or assigned to employees to facilitate the orderly and efficient conduct of the public's business. In general, all such communications are subject to disclosure. The City will not assert any exceptions or exemptions from disclosure as to public records that happen to contain messages relating to Association activity by City employees. The parties recognize that the City may review all City emails in the City system at any time.
- 2) Employees elected/appointed to official positions with the Association and/or representatives may use the City's email system to conduct Association business for the limited purposes of:
 - a) Notifying Association members of meetings and scheduling meetings (date, time, place, and agenda);
 - b) Scheduling meetings among Association officers and/or representatives (date, time, place, and agenda); and
 - c) Filing official correspondence to the City (e.g., grievance documents).
- 3) Such email communications may only be prepared and sent during non-work time, which is limited to before and after work, and during meal and rest periods.
- 4) Misuse of the City email system will be subject to the disciplinary process.

ARTICLE 6 – HOURS OF WORK

6.1 Workweek. Except as provided in Section 6.3, the workweek shall begin on Sunday at 12:01 A.M. and end on at midnight on the following Saturday.

6.2 Regular Work Schedule. The regular schedule for regular full-time employees shall normally consist of five (5) consecutive eight (8) hour days in a workweek with two (2) consecutive days off between regular work weeks.

Based on specific bona fide operational needs, the City may assign a work schedule that has a break in consecutive hours or days. If an assignment to a non-consecutive work schedule becomes necessary, the affected employee(s) shall meet with their supervisor and may suggest alternatives. Once the work schedule change is made, employees will be given an opportunity to bid for the schedule based on their seniority. The parties have adopted this provision for the purpose of encouraging full-time employment while accommodating the operational needs of the City. However, this Section is not intended to create any obligation of the City to guarantee any level of work hours or days.

6.3 Modified Work Schedule. A modified work schedule is a schedule which varies from an eight (8) hour work day and/or varies in consecutive days worked. An employee may apply in writing for authorization to work a modified work schedule, for example, four/ten (4/10) hour days.

As long as the schedule meets the operational and service needs of the City, no employee will be denied a modified work schedule.. Modified work schedules may be modified, revised, and/or eliminated consistent with Section 6.4 below.

In the event the City grants a modified work schedule, the City reserves the right to modify the workweek.

6.4 Work Schedules. Regular employees shall be notified of their work schedule, including the employee's workdays and hours. Employees will be given notice of work schedule changes ten (10) work days in advance of the change. If a ten (10) day notice is not given, the employee shall be compensated at the overtime rate as per Article 7.4 for all hours worked outside the regular schedule until the notice requirement is met.

Notwithstanding the above, the ten (10) day notice is not required in the following circumstances:

- A. In the case of an emergency and for the duration thereof;
- B. Mutual agreement between the City and the employee; or
- C. Additional or substituted hours assigned to part-time employees.

An emergency shall be defined as a situation beyond the City's control that requires a schedule change to meet operational needs, e.g., impact of inclement weather, natural disasters, illness or injury. Emergency work schedule changes will be discussed with the Association upon request, but such discussions are not a precondition to implementing the changes.

Employees may exchange days, shifts, or hours of work with supervisor approval provided such change does not result in the payment of overtime or presents a disruption to the normal routine

of duties. Such exchanges shall not be considered as schedule changes necessitating the ten (10) day notice.

6.5 Rest and Meal Periods. All employees working more than five (5) consecutive hours in any workday shall receive at least a one-half (1/2) hour unpaid lunch break and a fifteen (15) minute paid break during each four (4) consecutive hour work period. Part-time employees working at least four (4) hours in a workday shall receive a fifteen (15) minute paid break period.

Modification of State Law. The provisions of this Section regarding appropriate meal periods and rest periods are intended to modify state law concerning meal periods and rest periods as allowed under OAR 839-020-0050.

ARTICLE 7 – OVERTIME

7.1 Waiver. The City and the Association agree to waive application of ORS 653.268 and shall utilize the following provisions in determining compensation for overtime.

7.2 Definition. Overtime shall be compensated for time worked in excess of eight (8) hours in any one day or forty (40) hours per workweek at a rate of one and one-half (1-½) times the employee's regular rate of pay. For the purposes of calculating overtime, paid leaves do not count as hours worked.

For those employees working a modified work schedule, as under Article 6.3, overtime shall be compensated for time worked in excess of the daily scheduled shift or in excess of forty (40) hours per workweek. Part time employees shall be compensated for time worked in excess of forty (40) hours per workweek.

Overtime shall be computed to the nearest fifteen (15) minutes, either way. Personal clean-up time shall count for purposes of overtime compensation.

7.3 Assignment. Overtime work must be authorized by management. An employee may be directed and assigned by the City to work in addition to the employee's regular work schedule. The City shall equally offer overtime assignments among those bargaining unit employees in the department who volunteer for the time and are qualified to perform the necessary work.

7.4 Form of Compensation. The employee may receive payment as compensation for overtime or shall be compensated with time off at one and one-half (1-½) times the regular rate. Compensatory time shall not accrue beyond forty (40) hours. Compensatory time off will not be unreasonably denied, and shall be taken as approved by the department head, consistent with the needs of the City. This section shall not preclude the parties from mutually agreeing to temporarily exceed the 40 hour cap for an employee due to special circumstances up to 240 hours.

7.5 Pyramiding. There shall be no pyramiding of overtime. Time for which overtime or premium compensation may be paid under any provision of this Agreement shall not be counted as time worked for the purpose of computing overtime or premium compensation under any

other provision, or any applicable rule or regulation, it being intended and agreed that overtime or premium compensation shall not be duplicated or pyramided for the same time worked or credited.

7.6 Payment Upon End of Employment. Upon ending the employment relationship, an employee shall be paid for unused compensatory time at the employee's final regular rate of pay.

7.7 Callback. Employees called back to work outside of their regular work hours shall be compensated with a minimum of three (3) hours of overtime. The calculation of overtime starts when the employee arrives at work and ends when the work is completed. This callback shall not apply if an employee is called back within three (3) hours of the beginning of his/her callback shift. Callback will apply on an employee's regular day off if overtime is not scheduled in a single block of time. As provided above in Section 7.5, Pyramiding, the City will not be required to compensate an employee twice for the same hours. Specifically, an employee called back more than once in a three (3) hour period shall only receive compensation for one callback. For example, one callback shall apply if an employee is called back two (2) or more times between 8:00 pm and 11:00 pm. However, if the last callback requires the employee to work later than 11:00 pm, work performed beyond 11:00 pm shall be compensated at the normal overtime rate.

Scheduled overtime will be treated as callback if the City fails to schedule the time in a single block.

7.8 Pager Time. "Pager time" is defined as the period of time an employee is required to be ready and available for work outside of his/her regular work hours. During the pager time, the employee shall be required to respond to work calls and shall be required to comply with the City's Drug-Free Workplace & Anti-Drug and Alcohol policy. During the pager time, employees generally will be required to report to work within 45 minutes of the pager call. Employees unable to report to work within 45 minutes, due to circumstances beyond their control, must communicate with a supervisor immediately.

One pager shall be assigned to each of the following two groups: 1) Utilities; and 2) Parks, Facilities, and Roads.

The City will require employees to be on pager time on a rotating basis. In November of each year, the City will post a list of pager time for each of the two groups. The City will assign employees in each group to seven (7) consecutive days of pager time, on a rotating basis, beginning with the least senior employee in each group.

Employees may voluntarily trade (exchange assigned pager time with another employee) or transfer (giving assigned pager time to another employee) their pager time with another qualified employee in their group. Voluntary trades or transfers may only be done for seven (7) consecutive days. Employees must notify their supervisor via email of any voluntary trade or transfer as soon as possible and no later than the next calendar day after the trade or transfer is made.

No employee may carry the pager for more than two (2) consecutive weeks. No employee may accept a transfer of the pager for more than three (3) weeks during a calendar year. Employees must accurately report their pager time on their timesheets.

Employees on pager time for seven (7) consecutive days will be paid ten (10) straight time hours in addition to their regular and overtime wages. Employees will be paid an additional five (5) straight time hours per holiday during their seven (7) consecutive days of pager time.

No overtime shall be paid unless the employee is required to return to work.

ARTICLE 8 – SPECIAL ALLOWANCES

8.1 Use of Personal Vehicle. Whenever an employee is authorized to use a personal vehicle in the performance of official City duties, the employee shall be reimbursed at the rate established by the IRS as the maximum allowable rate for business travel. All mileage reimbursed shall be as a result of authorized personal vehicle use. "Authorized" means approved by the employee's Department Head or the City Manager/designee.

The City will verify and announce the allowable IRS rate as of January 1 of each year.

Employees who are required to use a personal vehicle for City use must provide proof of insurance as required by state statute when requested by the City.

8.2 Licenses. The City shall pay the fees associated with obtaining and maintaining a SMV/CDL license when required by the City to perform the duties of an employee's job, excluding the regular driver's license.

The City will continue to maintain required certificates, licenses and memberships at no cost to employees. In the case of a required CDL, the City will pay the associated administrative fees and the basic DOT examination for obtaining and maintaining the license for any cost above that of maintaining a regular driver's license. The City will offer opportunities for desired certificates, licenses and memberships on an available funds basis. Whenever an employee can obtain or retain a higher certification that is pertinent to his/her job, the City will maintain that higher level of certification so long as there is no additional cost to the City and certification of the same nature at a lower level is a requirement of his/her job.

Funds permitting, employees who hold current job-related certifications, licenses, or memberships will receive first priority for maintaining them. Employees interested in obtaining job-related certifications, licenses or memberships will be allowed the opportunity to apply for licenses, memberships or certifications based on a rotational system beginning with the most senior of those who volunteer.

Employees who voluntarily transfer or are promoted to another classification that has a requirement for certifications or licenses may be required to cover the cost of obtaining those certifications or licenses.

8.3 Safety Equipment. The City shall provide required safety equipment as listed below and/or as deemed necessary by OSHA and the City will replace this equipment as necessitated by wear and tear on the job.

Hard hats, ANSI-approved safety-toed boots up to \$ 150 for boots or an amount determined by the supervisor and Human Resources, gloves (rubber and regular), safety vests, rubber boots, rain gear, safety glasses, hearing protection, masks and respirators.

8.4 Clothing. The City will provide clothing and reimbursements to regular full-time employees and regular part-time employees as provided below:

Coveralls as needed.

Insulated coveralls as needed.

Shirts, annually: Operations (5 qty), Stormwater Coordinator (5 qty), Industrial Pre-Treatment Technician (5 qty).

Jeans: Operations, Stormwater Coordinator, Industrial Pretreatment Tech, Engineering Inspectors, and Building Inspectors not to exceed \$180 per fiscal year. This benefit is taxable to the employee and will be disbursed in monthly payments.

Jackets: 1 Jacket – Planner; 1 Spring and 1 Winter Jacket for: Stormwater Coordinator, Industrial Pretreatment Tech, Engineering Inspectors, Building Inspectors, and Operations as needed.

Clothing and laundry service will be provided as follows: Public Works – Standard Coveralls

Where no monetary allowance is provided, employees will be required to turn in clothing and equipment in order to receive new clothes and equipment on an as needed basis.

8.5 Physical Examination. When employees are required to undergo a physical exam for licensing or certifications for the purposes of their position, such as DOT examinations, the City shall bear the expense for the basic examination. Employees shall be required to see the City's choice in physicians. The City shall provide three (3) different choices in physicians, one of which will be female and one of which will be male. Employees receiving notice of loss of CDL or medical card must report such to the supervisor.

ARTICLE 9 – PROBATIONARY PERIOD

9.1 Original Appointments. All original appointments and hiring of new employees, shall be tentative and subject to a probationary period of not more than six (6) consecutive months from the date of initial employment, except that employees hired as less than half time will remain on probation for 1040 hours or one (1) year, whichever comes first from the hire date. In the event the probationary period is interrupted, it may be extended by the period of the interruption, but not to exceed twelve (12) months from the date of hire.

In cases where the responsibilities of a position are such that a longer period is necessary to demonstrate an employee's qualifications, the probationary period may be extended in the sole discretion of the City; however, no probationary period shall be extended beyond twelve (12) months. The employee and the Association shall be notified in writing of any extension and the reasons therefor. Upon the employee's request, a meeting will be scheduled where the employee is afforded the opportunity to discuss the extension with his/her supervisor. If the employee is not notified of the intent to extend probation within the first six (6) months, probation will be considered completed thereafter.

If an employee's probationary period is being extended for the purposes of obtaining a certification or license, the probationary period will end upon the employee achieving the necessary certification or license.

During the initial probationary period (including any extension thereof, but not after a promotion), the employee shall not be eligible for vacation benefits, but shall earn vacation credit to be taken at a later date. Upon request, the City may allow an employee to use earned vacation hours during probationary periods.

During the initial probationary period, the employee shall accrue and be eligible to use sick leave.

Probationary employees may be terminated or disciplined for any reason, and such action shall not constitute a violation of this contract, nor be subject to the grievance procedure.

Upon completion of the probationary period, the employee shall be considered to have satisfactorily demonstrated qualifications for the position, shall gain regular status, and shall be given a copy of the passing performance evaluation.

9.2 Promotions. A current non-probationary employee who is successful in his/her bid for a promotion within the bargaining unit will serve a six (6) month probationary period for the sole purpose of determining whether the employee can perform the duties of the new position. If the employee is unable to perform the duties of the new position, he/she shall be entitled to return to his/her former job with all seniority and benefits.

In the event the promotional opportunity is outside of the bargaining unit, the employee retains the right to return to the bargaining unit if his/her failure to make probation within six (6) months is for anything other than disciplinary reasons. Time spent outside the bargaining unit will not accrue toward bargaining unit seniority.

ARTICLE 10 – GENERAL PROVISIONS

10.1 Seniority. For the purpose of this Agreement, seniority shall be defined as an employee's length of service (actual hours worked, less overtime or comp time hours) within the bargaining unit except as provided below. The City shall provide the Association with a seniority list annually.

If an employee has a break in service for a voluntary reason and returns to employment within twelve (12) months of the break in service, all previous seniority and rates of vacation accrual shall be restored.

Seniority shall be terminated if an employee:

- a) Resigns for voluntary reasons and does not return within twelve (12) months.
- b) Is discharged or resigns in lieu of disciplinary action.
- c) Force.
- d) Is laid off and fails to respond to written notice provided in Article 11, Reduction in work for a period of time greater than two (2) years.
- e) Is retired.

Seniority shall not be affected by use of paid leaves, FMLA, OFLA, military leave under applicable statute, and worker's compensation.

10.2 Outside Employment. Notice of outside employment while an employee of the City shall be given to the City Manager or his/her designee. The City reserves the right to require termination of that employment when it:

- a) Proves incompatible with the employee's City work schedule;
- b) Detracts from the efficiency of the employee in his/her City work;
- c) Results in a conflict of interest; or
- d) Poses a safety hazard.

10.3 Contracting Out. Only if contracting work out results in the layoff or demotion of current bargaining unit employees, the City shall notify the Association no less than seventy days (70) days prior to the issuance of any request for proposals or consideration of proposals to contract out work presently and regularly performed by bargaining unit employees. Such notification shall include a detailed analysis of the likely impact on the bargaining unit, and shall also outline the supporting reasons the City deemed pertinent to its decision. If there are financial reasons underlying the decision, the supporting reasons will include economic rationale.

The Association shall have forty-five (45) days from the receipt of such notice to request bargaining over the impacts on the employee of the proposed contracting out on bargaining unit employees. Upon such timely request, the City shall meet with the Association and enter into mid-term bargaining (ORS 243.698) only over the effects of the contracting out decision. In any event, the Association shall be given the opportunity to discuss alternatives with the City.

For the purpose of this Article, effects bargaining shall only be required if the decision to contract out work will create a layoff or demotion of current bargaining unit employees. In the event of a bona fide emergency, notice may be less than seventy (70) days.

10.4 Job Vacancies. Except for reclassifications, the City agrees to post all newly-created positions, promotional opportunities, and/or job openings within the bargaining unit for five (5)

workdays prior to any other recruitment process occurring, except that temporary positions may be filled without such notice. The parties may agree to waive this five (5) workday posting requirement. If the duties of the newly-created job are currently being performed by a bargaining unit member, the job will be posted internally only. A copy of all postings will be delivered to the Association at time of posting.

Current employees will be given first opportunity to apply for promotional opportunities within the bargaining unit. In the event the City decides to open the recruitment to outside applicants, the City will notify each internal applicant of the reason(s) for the decision. Regardless of whether or not the City requests outside applicants, all qualified employees will be given an opportunity to interview and full consideration for the position should they participate in an interview.

10.5 Labor/Management Meetings. The parties will, upon mutual agreement, meet regularly to discuss labor-management issues regarding the administration of this Agreement or other issues of concern.

10.6 Position Description. Employees will be provided a copy of their position description at the time of hire. A copy of the position description will be placed in the employee's personnel file. Each employee's position description will be reviewed annually during his/her annual review. If the review results in a modification of the position description, or if a change is made to the position descriptions between annual reviews, the employee will be given an updated copy and a copy will be placed in the employee's personnel file.

10.7 Transfer of Bargaining Unit Work. Nothing prohibits the City from assigning non-bargaining unit employees, including but not limited to employees, supervisors, and managers, work presently and regularly performed by bargaining unit employees in cases of emergencies as determined by the City, absences, relief, training employees, or other incidental bargaining unit work.

10.8 Policy and Procedures. Whenever a procedure or policy is developed or a change is made to an existing written procedure or policy, the City will provide a copy to the Association for review 14 calendar days prior to implementation. In the event the Association makes a demand to bargain within this time, the City shall enter into bargaining pursuant to ORS 243.698. In the event the change is based on urgent circumstances, the City may implement upon notice to the Association. The PECBA process otherwise applies.

ARTICLE 11 – REDUCTION IN FORCE

11.1 Layoff. If there are changes of duties in the organization, lack of work, or lack of funds, the City Manager may lay off employees. Layoffs are at the discretion of the City.

All temporary and seasonal positions shall be laid off prior to the layoff of any regular status bargaining unit employees, so long as the temporary work falls within the usual and customary duties of the bargaining unit employees.

An employee shall be given notice of a layoff as soon as reasonably possible, but no less than fourteen (14) calendar days before the effective date. Notice of the layoff will be given to the Association, or designee, and to the employee.

Employees shall be laid off in a department in the inverse order of their bargaining unit seniority within the job description affected by the layoff. The City Manager shall first make every reasonable effort to integrate those employees into another position for which the employee is qualified, as determined by the City, by transfer or consider alternatives to layoff by the Association.

Within individual departments, a bargaining unit employee scheduled for layoff may bump the least senior employee at the same or lower salary range occupying a position the employee previously held in the employee's present department. An employee wishing to bump must exercise his or her right within five (5) calendar days from the date he/she receives his or her layoff notice. To bump to the position, the employee must have completed probation in the position he/she is bumping to. A bump will only be allowed if the employee is still able to perform the essential functions of the job and has all the qualifications presented in the job description. In the event an employee does not currently have the relevant certification/license, the employee is still eligible to exercise this bumping right provided the pertinent certification/license is and can be obtained within six (6) months.

An employee who bumps another employee must complete probation in the job with respect to the essential functions of that job. Failure to complete probation within six (6) months will result in the employee's layoff from that job and the employee will be subject to recall under Sections 11.2 and 11.3.

In an effort to minimize the disruption to the workforce, an employee who is bumped will not have a right to bump and will be laid off.

When layoffs occur in a part-time position, part-time seniority cannot be applied to the same full-time position in the department. This means a part-time employee cannot bump a full-time employee under any circumstances.

11.2 Recall. Employees who were laid off shall be recalled to the position they were laid off from, if it still exists, by inverse order of their layoff, and shall remain eligible for recall for two (2) years. As a result of a layoff, the City reserves the right to direct the work load to other employees.

11.3 Notice. It shall be the responsibility of the employees laid off to keep the City informed of the address at which they may be reached and re-employment shall be offered in person or by certified mail addressed to the last address furnished by the employee. When an offer of re-employment has been made, the laid off employee shall advise the City of acceptance within five (5) calendar days and shall report for duty within ten (10) days of the receipt of the notification by the City. Any employee who fails to accept re-employment at his/her previous position when offered by the City in accordance with provisions of this Article shall be deemed to have forfeited all recall rights.

ARTICLE 12 – COMPENSATION

12.1 Wages.

If the Association ratifies this Agreement by no later than 5 p.m. on August 11, 2015, effective July 1, 2015, each employee base wage will be increased by two percent (2%) percent.

Effective July 1, 2016, each employee base wage will be increased by two (2%)..

12.2 Merit Increases. Merit increases within the employee's salary range will be granted to regular full-time and regular part-time employees annually based on satisfactory performance and continuous service. Less than half-time employees will be granted step increases upon either reaching 2,080 hours or two years (whichever comes first).

Movement within the salary range shall be at least four percent (4%), not to exceed the classification's pay range. The City will retain the right to grant employees movement greater than four percent (4%) and grant employees at the top of their range bonuses if deemed appropriate. Discretionary increases above 4% and bonuses are not grievable.

In the event movement within the City's salary range is denied, the employee will be entitled to appeal the decision through the grievance procedure. The Employer will provide reasonable notice of deficiency prior to denial of an employee's movement within the salary range.

12.3 Foreign Language Premium. The City shall pay an additional three percent (3%) above regular base salary to employees fluent in a language other than English (such as Spanish, Russian, or American Sign Language) if the City determines the second language is beneficial to operations.

The City will establish a process to determine an employee's fluency.

12.4 Workers' Compensation. Employees receiving Workers' Compensation benefits will be allowed to integrate their sick leave or other paid leave with the payments so they will receive their net salary amount each pay period. The "net" shall be defined as their salary less state and federal income taxes and FICA at the time of the injury or illness.

The City will provide employees with full benefits, at the contribution levels outlined in Section 12.4, Insurance, below, while on Workers' Compensation for up to one (1) full year after the date of covered illness or injury.

The City and the Association agree that light-duty opportunities will be assigned to employees if work is available and the employee is certified by a physician to perform the duties of the position.

12.5 Health Insurance.

The City will contribute no more than ninety percent (90%) of the monthly premium per regular full-time employee toward either the Kaiser plans or Copay plans with accompanying dental

options. The employee will be responsible for the difference and will pay the monthly amount through a payroll deduction.

Regular part-time employees will be responsible for paying a percentage of the selected health insurance plan premiums on a prorated basis according to their full-time equivalent (FTE) identified on their Personnel Action Form (PAF). The City's contribution will not exceed ninety percent (90%) of the monthly premiums.

The City will also continue to maintain CIS Life Plan 5 (\$ 25,000) and the matching accidental death and dismemberment benefit.

The City shall not be obligated to increase its dollar contributions to the plans after June 30, 2017, unless otherwise mutually agreed or negotiated by the parties.

The City will provide employees with the opportunity to contribute to a Flexible Spending Account.

12.6 Long Term Disability Insurance. The City will provide employees with long-term disability insurance as specified in the policy manual.

12.7 City's Right to Modify Plans and/or Benefits. The City retains the right to change the plan benefits, insurance carriers, and/or administrators as long as it provides benefits comparable to its current healthcare plan set forth in Section 12.4, Insurance.

12.8 Retirement. The City shall continue to participate in the Public Employees Retirement System (PERS)/Oregon Public Service Retirement Plan Pension (OPSRPP) or any successor plan as required by the governing statutes and administrative rules and will continue to pick-up the employee's contribution of six percent (6%). In the event it is determined by the Legislature, courts, or initiative that the City cannot pick up the employee's contribution, the six percent (6%) shall revert to salary.

The City will continue to participate in the program for use of unused accumulated sick leave as an "option" choice for employees as provided by statute and administrative rule.

12.9 Work Out of Classification. Assignments of personnel to a higher classification on an acting basis may be made by the City. When such assignments are made, they shall be specific and placed in writing to the employee. When so assigned for more than 4 hours in the workday, the employee shall be compensated at five percent (5%) above their current salary.

The City will not change assignments to avoid payment on work out of class, unless such change is an operational necessity.

12.10 Promotion. Employees who are promoted shall receive at least a five percent (5%) pay increase, so long as such increase does not exceed the range the employee is moving to. Reclassifications are not subject to 12.9.

12.11 Reclassification. In order to provide easy access for employees, the City will place all classification descriptions for the bargaining unit on the City's intranet site. Whenever a request for reclassification is made, the City will notify the Association President. The City will acknowledge receipt of reclassification requests within thirty (30) days.

ARTICLE 13 – HOLIDAYS

13.1 Holidays Observed. The City shall observe the following paid holidays:

New Year's Day - January 1st	Labor Day - First Monday in September
M. L. King, Jr.'s Birthday - 3rd Mon. in January	Veterans' Day - November 11 th
Presidents' Day - 3rd Monday in February	Thanksgiving Day - 4 th Thursday in November
Memorial Day - Last Monday in May	Day after Thanksgiving
Independence Day - July 4 th	Christmas Day - December 25 th

All regular full-time City employees shall be paid eight (8) hours at their regular straight-time hourly wage for all holidays referred to under this Section. An employee has the option of using vacation, compensatory time, leave without pay, or work extra hour(s) to offset this benefit when given a day off that exceeds eight (8) hours within the pay period.

Regular part-time employees shall receive holiday pay on a prorated basis, as determined by their respective FTE identified on their PAF, not to exceed eight (8) hours.

13.2 Holidays Falling on Scheduled Days Off. For employees whose normal week is Monday through Friday, whenever a holiday falls on Saturday, the preceding Friday shall be given as a holiday. If it falls on Sunday, the following Monday shall be given as a holiday. The same pattern will be followed for employees whose workweek is other than Monday through Friday. Whenever a holiday falls on an employee's first day off, the preceding day shall be considered the holiday. When a holiday falls on an employee's second day off, the following day shall be considered the holiday.

When a holiday falls on a Monday or Friday giving the majority of City employees a three (3) day weekend, an employee whose days off are other than Saturday and Sunday may, with supervisor approval, choose to take the day preceding or the day after his/her weekend off as a holiday in lieu of taking the actual holiday, thus giving his/her a three (3) day weekend like other City employees.

13.3 Holidays During Leave. Holidays that occur during paid leave time of any type shall not be charged against such leave.

13.4 Holiday Pay. If any employee works on a recognized holiday, that employee shall be paid for all hours worked at time and one-half the regular rate of pay plus regular holiday pay. The time and one-half pay specified above shall occur only on the actual holiday.

13.5 Holiday Work. In scheduling holiday work, the City shall first solicit volunteers from the qualifying work group and give all volunteering employees equal opportunities for holiday work by rotating assignments. When insufficient numbers of people volunteer for holiday work, employees (other than temporary and seasonal employees) shall be assigned on a rotational basis by inverse seniority.

ARTICLE 14 – VACATION

14.1 Accrual.

Vacation leave shall accrue monthly and may be taken when earned. Full-time employees will accrue vacation according to the following accrual schedule:

<u>Months of Service</u>	<u>Accrued Leave Hours (rate)</u>
0-60	7.33 hours / 11 days
61-120	10.67 hours / 16 days
121-180	12.67 hours / 19 days
181+	15.34 hours / 23 days

Part-time employees shall accrue vacation leave on a prorated basis, as determined by their respective FTE identified on their PAF, not to exceed the maximum monthly accrual for full-time employees.

14.2 Eligibility. New employees shall not be eligible for vacation leave during probation, although vacation leave shall accrue from the beginning of employment. Up to 40 hours of vacation may be taken after satisfactory completion of probation. Upon request, the City, may allow an employee to use earned vacation days during probationary periods.

14.3 Maximum Accrual. Employees shall be required to take one (1) week of vacation per year, but may only accrue up to 240 hours of vacation leave with pay.

14.4 Scheduling. Supervisors shall schedule vacation for their respective employees with due consideration for the desires of the employees and the City's work requirements. Vacation schedules may be amended to allow each supervisor to meet emergency situations. In the event that more than one (1) employee has requested the same vacation period off and the workload does not permit all employees to have that period off, the supervisor shall first ask for any volunteers who are willing to reschedule their request. In the event there are insufficient volunteers, preference shall be granted on the basis of seniority provided, however, that each employee may only exercise his/her seniority for vacation bidding once per calendar year.

14.5 Pay Upon Separation. Upon separation from employment, unused vacation benefits earned will be paid out with the final paycheck.

14.6 Vacation Cancellation. In the event approved vacation leave is canceled by the City, the employee shall be notified of the cancellation in writing. Unrecoverable transportation, lodging deposits or other bona fide expenses such as hunting tags, event tickets, etc., will be reimbursed by the City.

14.7 Vacation Transfer. Subject to the requirements above in maximum accrual, the City shall have a leave sharing plan that will allow employees to transfer accumulated vacation leave to a leave sharing bank that satisfies the requirements of federal law. Employees who suffer “a medical emergency” and who have exhausted all paid leaves may qualify as recipients of leave donated by a coworker into the leave sharing bank. Donated leaves are irrevocable. Requests for leave donations and leave donation transfers must be submitted in writing.

Whenever an employee is receiving wages and benefits as a result of donated time, the donated time shall be used to offset any and all benefits or roll-up expense to the City.

ARTICLE 15 – SICK LEAVE

15.1 Accrual. All regular full-time City employees shall earn sick leave with full pay at the rate of eight (8) hours for each calendar month of service. Sick leave shall accrue from the date of employment.

Regular part-time employees shall accrue sick leave on a prorated basis, as determined by their respective FTE identified on their PAF, not to exceed eight (8) hours.

15.2 Utilization. Employees are eligible for sick leave for the following reasons:

- a) Non-occupational personal illness or physical disability.
- b) Quarantine of an employee by a physician for non-occupationally related disability.
- c) Illness of an immediate family member requiring the employee to remain at home. For the purposes of this Section, immediate family member shall include spouse, domestic partner, parents (including step-parents), children (including step-children and foster children), current father-in-law and mother-in-law, grandparents, grandchildren, and other relatives living in the employee’s household.
- d) Necessity for medical or dental care.
- e) Any time utilized under this Section will be utilized in increments of fifteen (15) minutes which will be rounded up to the next quarter (¼) hour on each occasion.

Documentation of the need for sick leave from an employee’s attending physician may be required at the City’s discretion for absences in excess of three (3) consecutive work days, or if the City has reason to believe that the employee is abusing sick leave privileges. Misuse of sick leave benefits will be subject to disciplinary action. The City will pay any charges or fees (not covered by health insurance) from the employee’s attending physician for providing documentation.

15.3 Notification. An employee who is unable to report for work as scheduled shall report the reasons for absence to his/her supervisor one (1) hour prior to the time the employee is expected to report for work. Sick leave with pay shall not be allowed unless such report has been made or unless emergency circumstances existed to justify the failure to report. Additionally, the employee must call in to report any continuing need to be absent to his/her immediate supervisor prior to the start of each subsequent shift to be eligible for sick leave benefits on these workdays. No daily notice will be required when the employee has submitted a doctor's note which specifically states he/she will be unable to return to work until a certain date.

15.4 Use of Other Accrued Leave. Once sick leave is exhausted, an employee with a serious illness or injury can use other forms of accrued leave (e.g., vacation, compensatory time, etc.).

15.5 Family Medical Leave. Employees shall be granted twelve (12) weeks leave upon request pursuant to ORS 659.470-494. Employees must use, in the following order, sick leave, compensatory time, accrued vacation, and/or leave without pay while on Family Medical Leave. The employee shall submit his/her request for Family Medical Leave in writing.

15.6 Physician Evaluation. The City may require an employee to see a physician of the employee's choice whenever it objectively believes the employee may be unable to safely perform his/her job. The employee will bear the cost of the physician's visit. When it becomes necessary to seek a physician's certification, the City will inform the employee and the Association and place the employee on paid administrative leave until the employee can be examined. The City will be required to pay the employee for the time spent traveling to and from the doctor if outside of administrative leave hours, and will pay mileage. If concerns regarding the employee's ability to safely perform his/her job continue, the City may require the employee to see a physician of the City's choosing. The City will bear the cost of the physician's visit.

15.7 Transfer. The City shall have a leave sharing plan that will allow employees to transfer accumulated sick leave to a leave sharing bank that satisfies the requirements of federal law. Employees who suffer "a medical emergency" and who have exhausted all paid leaves may qualify as recipients of leave donated by a coworker into the leave sharing bank. The transferring employee must maintain a sick leave balance for his/her own use of at least 480 hours. Requests for leave donations and leave donation transfers must be submitted in writing.

Whenever an employee is receiving wages and benefits as a result of donated time, the donated time shall be used to offset any and all benefits or roll-up expense to the City.

15.8 Required Leave. The City Manager/designee may require an employee to use sick leave and leave the work place if it is determined the employee is too ill to work or could expose his/her illness to the public or other employees.

15.9 Return to Work. The City may require an employee to provide documentation from his/her attending physician stating he/she is able to return to work when returning from sick leave.

ARTICLE 16 – EDUCATIONAL OPPORTUNITIES

16.1 Tuition Reimbursement. The City may reimburse an employee for full tuition costs for one (1) class per term, not to exceed three (3) classes per year, provided that:

- a) The class is directly related to the employee's work (or to a position to which an employee can reasonably expect to be promoted).
- b) The employee has made prior arrangement with his/her supervisor and received approval from the City Manager/designee for reimbursement prior to registration for such course.
- c) Prior to reimbursement by the City, the employee must submit evidence of satisfactory completion of the course. Satisfactory completion means the employee receives a grade of “C” or better, or a passing grade in a pass/fail class.
- d) The employee is not receiving reimbursement for tuition from any other source.
- e) The employee agrees to continue employment with the City at least six (6) months following satisfactory completion of the course or will reimburse the City for tuition costs paid during his/her last six (6) months of employment with the City.

16.2 Professional Development Compensation. The City shall allow time off with pay and shall pay all expenses of attending classes, lectures, conferences, or conventions, when attendance is on an assignment basis and approved by the City Manager/designee, as set forth in the City’s Professional Development, Travel, and Meals policy. Studying or preparing for classes, lectures, conferences, or conventions shall not be allowed on work time.

Employees who are required to attend out-of-town training, either by the department supervisor or as required by the City to maintain required job-related certifications/licenses, will be paid for the travel time outside of their normal schedule. Travel time for required local training will also be paid if it exceeds the normal commute time the employee experiences traveling to and from work. If this time causes them to exceed forty (40) hours in a week, it will be paid at the applicable overtime rate or employees may flex their schedule to compensate for the hours. However, if it is foreseeable the travel time will cause the employee to exceed forty (40) hours in a workweek, the employee must receive the City’s approval of the overtime. Meals shall be reimbursed according to the City’s Professional Development, Travel, and Meals Policy. Employees who voluntarily attend training that is approved by the City during the employee’s normal work schedule shall only be compensated for their normal work schedule.

16.3 Work-Related Courses. When an employee wishes to take a work-related course(s) which is only offered during regular working hours, the City Manager/designee may either:

- a) Pay for the cost of the course and related tests in advance, provided that the employee supervisor for alternative working hours. In the event the employee fails to pass or complete the course or tests, the employee will be required to reimburse the City for the advanced costs; or
- b) Allow time off with pay provided the employee pays his/her own tuition costs and prior arrangements are made with his/her supervisor and approved by the City Manager/designee.

16.4 Cost of Textbooks. The cost of textbooks and technical publications required for courses for an employee's current position shall be the responsibility of the City. Upon completion of such courses, the textbooks and technical publications shall remain City property.

ARTICLE 17 – OTHER LEAVES

17.1 Criteria and Procedure. All requests for an unpaid leave of absence shall be submitted in writing to the City Manager or a designee. The written application must describe the reason for the request and confirm a specified date at which the employee is expected to return to work.

17.2 Approval. Requests for leave will be evaluated on a case by case basis with the operational requirements of the City in mind. Subject to those requirements, approval will not be unreasonably withheld. Requests for leave to conduct Association business will be evaluated in a non-discriminatory fashion.

17.3 Termination of Leave. Notice that the employee has accepted employment or entered into full-time business or occupation may be accepted by the City as a resignation when the employment or business is inconsistent with the reason leave was requested and granted. Any employee who is granted a leave of absence without pay under this Section and who inexcusably fails to return to work immediately upon the expiration of said leave of absence, shall be considered as having resigned his/her position with the City.

17.4 Employee Status. Employees on leave without pay remain employees covered by this Agreement, entitled to its non-economic benefits such as access to the grievance procedure. Unless required by law or otherwise specified in this Agreement, employees on leave without pay shall not accrue any economic benefits, including seniority.

17.5 Bereavement Leave. Full-time employees may be granted up to forty hours of paid leave in the event of the death of an immediate family member. The leave is intended to allow the employee time to attend the funeral and make necessary arrangements. Part-time employees will be eligible for bereavement leave on a pro-rata basis, as determined by their respective FTE identified on their PAF, not to exceed forty (40) hours. An immediate family member includes: the spouse of an employee, the domestic partner of an employee and children and parents of the domestic partner; the biological, adoptive, or foster parent or child of the employee; the grandparent or grandchild of the employee; the parent-in-law of the employee; the sibling of the employee; or a person with whom the employee was in a relationship of in loco parentis. Under Oregon family leave legislation, employees can take a maximum of two weeks of leave per death of an immediate family member, up to a maximum of 12 weeks per leave year. This leave is counted as OFLA leave. Upon application and mutual agreement with the employee's supervisor, the employee may use accumulated leave after the forty (40) hours of compensated bereavement leave. Such request for additional leave shall not be unreasonably denied.

Deviations from the definition of immediate family shall not be allowed; however, the City will consider other leave for employees who wish to take time off as a result of some other person who is significant to him/her.

17.6 Jury/Witness Duty. When a City employee is called for jury duty or is subpoenaed as a witness in a criminal matter, or in a civil matter arising from his/her City employment, he/she will not suffer any loss of regular City compensation or benefits he/she would have earned during such absence. The combination of daily jury/witness hours and hours worked by the employee will not exceed the employee's daily work schedule.

Employees shall contact their supervisor immediately following the completion of jury/witness duty each day. The supervisor will determine whether the employee is required to return to work following the completion of jury/witness duty.

Employees must either waive the juror/witness compensation or must sign the funds over to the City.

17.7 Military. Military leave is granted to all employees absent from work due to service in the United States uniformed services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and state law. Generally, advanced notice is required prior to taking military service or training leave.

17.8 Inclement Weather.

In the event an employee is unable to make it to work because of inclement weather or the City offers to send employees home as a result of the same, the employee will have the option of using any accrued leave, except sick leave, or take leave without pay.

If an employee reports for work during inclement weather and the City decides to not have the employee work, the employee shall be compensated for a minimum of two (2) hours of work.

ARTICLE 18 – DISCIPLINE

18.1 Discipline and Discharge. No covered employee shall be disciplined or discharged except for just cause. Oral warnings, even if reduced to writing, are not considered to be discipline and may not be protested through the grievance procedure. Disciplinary actions include, but are not limited to: written reprimands, suspensions, demotions and discharge. Whenever an employee is disciplined the employee shall be asked to sign the notice of disciplinary action as specified in Section 20.4, Signature Requirement, and the employee may refuse to do so.

Informal discipline and corrective actions, such as counseling, specific directives, work improvement plans, oral warnings (even if reduced to writing) and other similar actions are not considered discipline and will not be placed in the personnel file as such. Corrective actions are not subject to the grievance process. They may be used for notice of disciplinary sanctions and are subject to review in yearly evaluations. Employees may provide written rebuttal within ten (10) calendar days, to be placed with the informal discipline or corrective action.

18.2 Excluded Employee. Probationary employees (as defined in Section 9.1, Original Appointments), less-than-half-time, temporary, and seasonal employees may be terminated or

disciplined for any reason, and such action shall not constitute a violation of this contract, nor be subject to the grievance procedure.

18.3 Imposition. If a supervisor has reason to discipline an employee, he/she shall make a reasonable effort to impose such discipline in a manner that will not unduly embarrass the employee before other employees or the public.

18.4 Representation Rights. Upon request, an employee will be entitled to have a Union/employee representative present whenever the employee is being interviewed regarding a matter that could lead to a disciplinary action against the employee. An employee's representation rights may only be invoked in accordance with the standard set forth by the Oregon Employment Relations Board. During any interview of this nature, either party may record the proceeding. If the meeting is recorded, the party making the recording will be obliged to provide a copy of the recording if requested by the other party. If a copy of the recording is requested, a reasonable fee may be imposed.

The supervisor is encouraged to advise an employee of his/her right to Union representation on a matter that might lead to discipline.

18.5 Due Process. Prior to imposition of an economic disciplinary sanction, the following procedural due process shall be followed:

- a) The employee shall be given advance written notice of the charges or allegations that may subject them to discipline and of the disciplinary sanctions being considered.
- b) The employee will be given an opportunity to refute the charges or allegations either in writing or orally in an informal hearing prior to the implementation of any discipline. If discharge is the disciplinary sanction being considered, the employee will be given at least seven (7) calendar days' notice of the informal hearing, unless mutually agreed to schedule it earlier.

18.6 Just Cause Standards. For the purpose of this Agreement, just cause shall be determined based on the following questions:

- a) Did the City give the employee forewarning or foreknowledge of the possible or probable disciplinary consequences of the employee's conduct?¹
- b) Was the City's rule or managerial order reasonably related to a) the orderly, efficient or safe operation of the City's business; and b) the performance the City might properly expect of the employee?
- c) Did the City, before administering discipline to an employee, make an effort to discover whether the employee did in fact violate or disobey a rule or order of management?

¹ The parties agree that there are some offenses that are so egregious that forewarning of consequences is not necessary.

- d) Was the City's investigation conducted fairly and objectively?
- e) At the investigation, did the City obtain substantial and compelling evidence or proof that the employee was guilty as charged?
- f) Has the City applied its rules, orders and penalties evenhandedly and without discrimination to all employees?
- g) Was the degree of discipline administered by the City reasonably related to a) the seriousness of the employee's proven offense; and b) the record of the employee and his/her service with the City?

18.7 Notice of Discipline. When an employee is disciplined, the Local President/designee will be given notice of the action against the employee, unless the employee declines that such notice be given.

18.8 Discovery Materials. In the event the Union or employee requests a copy of the disciplinary investigation or related materials, the City may apply reasonable costs for copies or administrative time beyond the de minimis standard.

ARTICLE 19 – GRIEVANCE PROCEDURE

19.1 Grievance Defined. A grievance is any dispute concerning the application, interpretation or enforcement of this Agreement.

19.2 Grievance Procedure. This shall be the exclusive procedure and remedy involving any alleged violation of this Agreement.

Step 1. The employee, with or without an Association representative, shall first take up the grievance with his/her immediate supervisor within ten (10) calendar days immediately following the date the employee had or should have had knowledge of the grievance. The Association representative will not present the Step 1 grievance. The supervisor will then issue a response within ten (10) calendar days immediately following the date the employee discussed the grievance with his/her immediate supervisor.

Step 2. If the grievance is not resolved at Step 1, the affected employee(s) shall present the grievance in writing to the Department Head with a copy to Human Resources within ten (10) calendar days immediately following the date his/her immediate supervisor's response was received or communicated to the affected employee. At this and each subsequent step of the grievance procedure, the written grievance submitted by the Association or employee(s) shall include:

- a) A statement of the grievance and the factual allegations upon which it is based;
- b) The Section(s) of this contract alleged to have been violated;

- c) The remedy sought; and
- d) The name and signature of the employee(s) involved in the grievance, except in the case of a group grievance. In such case, an officer of the local Association will sign.

Within ten (10) calendar days of receipt of the Step 2 grievance, the Department Head and Human Resources will meet with the grievant and, if the grievant requests, a representative of the Association. In the event a meeting cannot be scheduled because of the unavailability of any party, the parties shall then mutually agree to another date. In any event, the employee/Association will be given at least twenty-four (24) hours' notice of such meeting. Grievances filed by the City shall be initiated at Step 2 and filed with the Association's President.

The Department Head shall render a written decision within ten (10) calendar days following the Step 2 meeting.

Step 3. If the grievance is not resolved at Step 2, the affected employees(s) shall present the grievance in writing to the City Manager within ten (10) calendar days following the Department Head's response.

Within ten (10) calendar days of receipt of the Step 3 grievance, the City Manager will schedule a meeting to discuss the grievance with the grievant, and if the grievant requests, with a Association representative. The City Manager shall render a written decision within ten (10) calendar days following the Step 3 meeting.

Association

Step 4. If the grievance is not resolved at Step 3 and if the Association or City wishes to pursue the grievance further, the party shall submit the grievance to arbitration by written notice to the City Manager or Association President within ten (10) calendar days following the due date for the Step 3 response or the date the Step 3 response was received, whichever date is sooner.

Unless the parties mutually agree upon an arbitrator, the party requesting arbitration shall, within fourteen (14) calendar days of their notice to proceed to arbitration, submit a written request to the Oregon Employment Relations Board for a list of the names of seven (7) arbitrators who are members of the National Academy of Arbitrators with their principle place of residence in Oregon or Washington. Upon receipt of the list, the parties shall determine by the toss of a coin who will strike first, and the parties shall then continue to alternate strikes until only one (1) name remains and the remaining name shall be the arbitrator.

The arbitrator shall have no power to modify, add to or subtract from the terms of this Agreement and shall be confined to the interpretation and enforcement of this Agreement. The arbitrator's decision shall be in writing and shall be submitted to the parties within thirty (30) calendar days following the close of the hearing. The arbitrator's decision shall be final and binding on the affected employee(s), the Association and the City.

Either party may request the arbitrator to issue subpoenas but, if issued, the cost of serving a subpoena shall be borne by the party requesting the subpoena. Each party shall be responsible

for compensating its own witnesses and representatives during the arbitration hearing. , except that employees that are subpoenaed for the hearing shall not suffer any time loss during the time it is necessary for them to testify. The non-prevailing party shall pay arbitrator's fees and expenses, and the arbitrator, as part of the award, shall designate the non-prevailing party for such purpose.

19.3 Time Limits. All parties subject to these procedures shall be bound by the time limits contained herein. If either party fails to follow such limits, the following shall result:

- a) If the grievant or the Association fails to advance the grievance to the next step in a timely fashion, the right to binding arbitration of the grievance shall be waived.
- b) If the City or the Association, at any step, fails to respond in a timely fashion, the grievance shall proceed to the next step.

Time limits may be extended by written agreement of the parties.

19.4 Discovery Materials. In the event the Association requests materials for review, such as for processing a grievance, the City may apply reasonable costs for copies or administrative time beyond the de minimis standard.

ARTICLE 20 – PERSONNEL RECORDS

20.1 Access. Each employee shall have the right to review and copy the contents of his/her own personnel file. The City may apply reasonable costs for copies or administrative time, unless the copies and administrative time are de minimus.

In addition to the Association's rights as the exclusive representative, at his/her option and upon presentation of a signed release, an employee may authorize an Association representative to review the contents of his/her file.

20.2 Disciplinary Records. Each employee shall be given a copy of all disciplinary materials placed in his/her file. An employee may include an explanatory statement for the personnel file in answer to any reprimand or other form of discipline if the employee chooses not to grieve such action.

20.3 File Purging. Written reprimands/warnings may be removed from an employee's file, at his/her request, after three (3) years following the date of the last written reprimand/warning so long as no other disciplinary action has occurred within that three (3) year time period. Any material, other than performance evaluations, directly associated with the items being purged, will also be removed from the file. Documents removed from the personnel file shall be placed in a confidential file maintained by the Human Resources Department. Such purged documents will not be used against an employee for the purpose of progressive discipline. Purged documents may be used in any civil or arbitration proceeding for the purpose of establishing consistency of disciplinary action, showing the employee is on notice of a rule, impeachment, lack of discrimination, the existence of mitigating or extenuating circumstances and compliance

with legal obligations. The Association will have equal access, upon request, to these files for the same purposes.

20.4 Signature Requirement. Before any material reflecting negatively on the employee is placed in the employee's file, the employee shall sign a receipt containing the following disclaimer:

"Employee's signature only acknowledges receipt of material. The employee's signature does not necessarily indicate agreement or disagreement."

This shall not apply to a termination notice..

ARTICLE 21 – STRIKES

21.1 Prohibition. The Association and its members, as individuals or as a group, will not initiate, cause, participate or join in any strike, work stoppage, or slowdown, or any other restrictions of work, at any location in the City during the term of this contract except for under ORS 243.698 or as under PECBA. Employees in the bargaining unit, while acting in the course of their employment, shall not honor any picket line established in the City by the Association or by any other labor organization when called upon to cross picket lines in the line of duty. Disciplinary action, including discharge, may be taken by the City against any employee or employees engaged in a violation of this Article.

21.2 Association Obligation. In the event of a strike, work stoppage, slowdown, picketing, observance of a picket line, or other restriction of work in any form, either on the basis of individual choice or collective employee conduct, the Association will immediately, upon notification, attempt to secure an immediate orderly return to work, or as under those rights as provided by PECBA.

21.3 Lockout. There shall be no lockout of employees during the term of this Agreement.

ARTICLE 22 – SAVINGS CLAUSE

Should any portion of this contract be determined to be contrary to law or ruled in violation of law, the determination shall be deemed to apply only to that specific portion, and all other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement. Upon such determination, the parties agree to negotiate regarding the invalidated portion under the mid-term bargaining provisions of ORS 243.698. Negotiations shall commence within thirty (30) days.

ARTICLE 23 – STATUS OF AGREEMENT

23.1 Complete Agreement. This Agreement incorporates the sole and complete agreement between the City and the Association resulting from these negotiations.

23.2 Amendments. This Agreement may be amended at any time by mutual Agreement of the Association and the City.

In the event the City wishes to implement or change any condition of employment that is a mandatory subject of bargaining which was not discussed in the negotiations that created the current Agreement, the City shall inform the Association of the condition it wishes to implement or change. The Association will have fourteen (14) days to make a demand to bargain. If the Association makes a timely demand to bargain under PECBA, the City shall enter into the mid - term bargaining provisions of ORS 243.698. If the Association does not demand to bargain, the City may implement or change the condition it has proposed. The Association waives any right to bargain matters it raised during negotiations but which were not embodied in the Agreement.

ARTICLE 24 – TERM OF AGREEMENT

This Agreement shall be effective upon execution and shall remain in full force and effect to June 30, 2017. This agreement shall be automatically renewed from year to year thereafter, unless either party shall notify the other in writing no later than January 1 of the expiring year that it desires to bargain a successor agreement. In the event notice to bargain a successor agreement is provided, negotiations will be initiated within 30 days or as mutually agreed.

This Agreement is hereby executed on this ____ of _____, 2015 by:

The City of Wilsonville

Wilsonville Municipal Employee Association

Bryan Cosgrove date
City Manager

Thomas Reeder date
Association President

APPENDIX A – SALARY SCHEDULE

Effective July 1, 2015

2.0% COLA

Range	Position	Monthly		Hourly	
		Low	High	Low	High
1		\$ 1,739	\$ 2,219	\$ 10.03	\$ 12.80
2		\$ 1,783	\$ 2,274	\$ 10.29	\$ 13.12
3		\$ 1,827	\$ 2,332	\$ 10.54	\$ 13.45
4		\$ 1,875	\$ 2,390	\$ 10.82	\$ 13.79
5		\$ 1,922	\$ 2,449	\$ 11.09	\$ 14.13
6	<i>Library Aide*</i>	\$ 1,970	\$ 2,509	\$ 11.37	\$ 14.48
7		\$ 2,019	\$ 2,571	\$ 11.65	\$ 14.83
8		\$ 2,070	\$ 2,638	\$ 11.94	\$ 15.22
9		\$ 2,121	\$ 2,703	\$ 12.24	\$ 15.59
10		\$ 2,174	\$ 2,771	\$ 12.54	\$ 15.99
11		\$ 2,228	\$ 2,841	\$ 12.85	\$ 16.39
12		\$ 2,284	\$ 2,910	\$ 13.18	\$ 16.79
13	Nutrition Program Assistant	\$ 2,340	\$ 2,982	\$ 13.50	\$ 17.20
14		\$ 2,398	\$ 3,058	\$ 13.83	\$ 17.64
15		\$ 2,458	\$ 3,133	\$ 14.18	\$ 18.08
16		\$ 2,520	\$ 3,213	\$ 14.54	\$ 18.54
17	<i>Library Clerk I</i>	\$ 2,585	\$ 3,293	\$ 14.91	\$ 19.00
18		\$ 2,648	\$ 3,374	\$ 15.28	\$ 19.47
19		\$ 2,713	\$ 3,460	\$ 15.65	\$ 19.96
20	<i>Library Clerk II</i> <i>Sewer Vector Operator I</i>	\$ 2,781	\$ 3,546	\$ 16.04	\$ 20.46
21	<i>Library Clerk I</i>	\$ 2,852	\$ 3,636	\$ 16.45	\$ 20.98
22	<i>CD Permit Clerk/Receptionist</i> <i>Library Volunteer Coordinator</i>	\$ 2,922	\$ 3,726	\$ 16.86	\$ 21.50
23		\$ 2,996	\$ 3,820	\$ 17.28	\$ 22.04
24	<i>Library Clerk II</i> <i>Library Clerk III</i> <i>Nutrition Coordinator I</i>	\$ 3,071	\$ 3,915	\$ 17.72	\$ 22.59
25	<i>Utility Worker</i>	\$ 3,148	\$ 4,012	\$ 18.16	\$ 23.15
26	<i>Administrative Assistant I</i>	\$ 3,225	\$ 4,112	\$ 18.61	\$ 23.72
27	<i>Nutrition Coordinator II</i>	\$ 3,305	\$ 4,215	\$ 19.07	\$ 24.32
28	Support Services Coordinator	\$ 3,389	\$ 4,321	\$ 19.55	\$ 24.93
29		\$ 3,473	\$ 4,428	\$ 20.04	\$ 25.55
30	<i>Accounting Technician</i> <i>Administrative Assistant II</i> <i>Information Systems Assistant I</i>	\$ 3,559	\$ 4,538	\$ 20.53	\$ 26.18
31	<i>Facilities Maintenance Specialist**</i> <i>Parks Maintenance Specialist**</i> <i>Roads Maintenance Specialist**</i> <i>Utilities Maintenance Specialist**</i>	\$ 3,651	\$ 4,651	\$ 21.06	\$ 26.83
32	<i>Accounting Specialist***</i> <i>Administrative Assistant III</i> <i>Fitness Specialist</i> <i>Information & Referral Specialist</i>	\$ 3,740	\$ 4,771	\$ 21.58	\$ 27.53

Range	Position	Monthly		Hourly	
		Low	High	Low	High
33		\$ 3,759	\$ 4,793	\$ 21.69	\$ 27.65
34	<i>Assistant Planner</i> <i>Engineering Technician***</i> <i>Environmental Education Specialist</i> Outreach Librarian Permit Technician Program Coordinator Program Librarian Reference Librarian Sewer Vactor Operator II	\$ 3,853	\$ 4,911	\$ 22.23	\$ 28.33
35		\$ 3,948	\$ 5,035	\$ 22.78	\$ 29.05
36	Assistant Planner Water Distribution Technician	\$ 4,048	\$ 5,159	\$ 23.35	\$ 29.76
37	Accountant Facilities Maintenance Technician Parks Lead Maintenance Specialist Real Property Specialist Recreation Coordinator II Roads Lead Maintenance Specialist	\$ 4,148	\$ 5,291	\$ 23.93	\$ 30.53
38	<i>Information Systems Assistant II</i> <i>Public Works Analyst***</i> <i>Storm Water Management Coordinator</i>	\$ 4,253	\$ 5,421	\$ 24.54	\$ 31.28
39	Accountant <i>Building Inspector I</i> Industrial Pre-Treatment Coordinator	\$ 4,358	\$ 5,557	\$ 25.14	\$ 32.06
40	Adult Services Librarian Senior Accountant Senior Engineering Technician Youth Services Librarian	\$ 4,467	\$ 5,698	\$ 25.77	\$ 32.87
41		\$ 4,578	\$ 5,840	\$ 26.41	\$ 33.69
42	Associate Planner Building Inspector II* <i>Engineering Associate</i> Information Systems Analyst	\$ 4,693	\$ 5,984	\$ 27.08	\$ 34.52
43	Building Inspector II* <i>Senior Accountant</i>	\$ 4,811	\$ 6,135	\$ 27.76	\$ 35.39
44		\$ 4,931	\$ 6,286	\$ 28.45	\$ 36.27
45		\$ 5,056	\$ 6,444	\$ 29.17	\$ 37.18
46	Network Administrator Plans Examiner	\$ 5,181	\$ 6,607	\$ 29.89	\$ 38.12
47	Network Administrator	\$ 5,310	\$ 6,772	\$ 30.63	\$ 39.07

Positions in italics are unfilled. Positions in bold are new.

* No longer a business need for this position, duties have been absorbed by other classifications.

** Formerly Utility Worker and Senior Utility Worker

*** Classification change made during 2012-2015 agreement.

**Effective July 1, 2016
2.0% COLA**

Range	Position	Monthly		Hourly	
		Low	High	Low	High
1		\$ 1,739	\$ 2,219	\$ 10.03	\$ 12.80
2		\$ 1,783	\$ 2,274	\$ 10.29	\$ 13.12
3		\$ 1,827	\$ 2,332	\$ 10.54	\$ 13.45
4		\$ 1,875	\$ 2,390	\$ 10.82	\$ 13.79
5		\$ 1,922	\$ 2,449	\$ 11.09	\$ 14.13
6	<i>Library Aide*</i>	\$ 1,970	\$ 2,509	\$ 11.37	\$ 14.48
7		\$ 2,019	\$ 2,571	\$ 11.65	\$ 14.83
8		\$ 2,070	\$ 2,638	\$ 11.94	\$ 15.22
9		\$ 2,121	\$ 2,703	\$ 12.24	\$ 15.59
10		\$ 2,174	\$ 2,771	\$ 12.54	\$ 15.99
11		\$ 2,228	\$ 2,841	\$ 12.85	\$ 16.39
12		\$ 2,284	\$ 2,910	\$ 13.18	\$ 16.79
13	Nutrition Program Assistant	\$ 2,340	\$ 2,982	\$ 13.50	\$ 17.20
14		\$ 2,398	\$ 3,058	\$ 13.83	\$ 17.64
15		\$ 2,458	\$ 3,133	\$ 14.18	\$ 18.08
16		\$ 2,520	\$ 3,213	\$ 14.54	\$ 18.54
17	Library Clerk I	\$ 2,585	\$ 3,293	\$ 14.91	\$ 19.00
18		\$ 2,648	\$ 3,374	\$ 15.28	\$ 19.47
19		\$ 2,713	\$ 3,460	\$ 15.65	\$ 19.96
20	Library Clerk II <i>Sewer Vector Operator I</i>	\$ 2,781	\$ 3,546	\$ 16.04	\$ 20.46
21	Library Clerk I	\$ 2,852	\$ 3,636	\$ 16.45	\$ 20.98
22	CD Permit Clerk/Receptionist Library Volunteer Coordinator	\$ 2,922	\$ 3,726	\$ 16.86	\$ 21.50
23		\$ 2,996	\$ 3,820	\$ 17.28	\$ 22.04
24	Library Clerk II <i>Library Clerk III</i> Nutrition Coordinator I	\$ 3,071	\$ 3,915	\$ 17.72	\$ 22.59
25	Utility Worker	\$ 3,148	\$ 4,012	\$ 18.16	\$ 23.15
26	Administrative Assistant I	\$ 3,225	\$ 4,112	\$ 18.61	\$ 23.72
27	Nutrition Coordinator II	\$ 3,305	\$ 4,215	\$ 19.07	\$ 24.32
28	Support Services Coordinator	\$ 3,389	\$ 4,321	\$ 19.55	\$ 24.93
29		\$ 3,473	\$ 4,428	\$ 20.04	\$ 25.55
30	Accounting Technician Administrative Assistant II <i>Information Systems Assistant I</i>	\$ 3,559	\$ 4,538	\$ 20.53	\$ 26.18
31	Facilities Maintenance Specialist** Parks Maintenance Specialist** Roads Maintenance Specialist** Utilities Maintenance Specialist**	\$ 3,651	\$ 4,651	\$ 21.06	\$ 26.83
32	Accounting Specialist*** Administrative Assistant III Fitness Specialist Information & Referral Specialist	\$ 3,740	\$ 4,771	\$ 21.58	\$ 27.53

Range	Position	Monthly		Hourly	
		Low	High	Low	High
33		\$ 3,834	\$ 4,889	\$ 22.12	\$ 28.21
34	<i>Assistant Planner</i> <i>Engineering Technician***</i> <i>Environmental Education Specialist</i> Outreach Librarian <i>Permit Technician</i> <i>Program Coordinator</i> <i>Program Librarian</i> <i>Reference Librarian</i> <i>Sewer Vactor Operator II</i>	\$ 3,930	\$ 5,009	\$ 22.67	\$ 28.90
35		\$ 4,027	\$ 5,136	\$ 23.23	\$ 29.63
36	<i>Assistant Planner</i> <i>Water Distribution Technician</i>	\$ 4,129	\$ 5,262	\$ 23.82	\$ 30.36
37	<i>Accountant</i> <i>Facilities Maintenance Technician</i> Parks Lead Maintenance Specialist <i>Real Property Specialist</i> <i>Recreation Coordinator II</i> Roads Lead Maintenance Specialist	\$ 4,231	\$ 5,397	\$ 24.41	\$ 31.14
38	<i>Information Systems Assistant II</i> <i>Public Works Analyst***</i> <i>Storm Water Management Coordinator</i>	\$ 4,338	\$ 5,529	\$ 25.03	\$ 31.90
39	<i>Accountant</i> <i>Building Inspector I</i> <i>Industrial Pre-Treatment Coordinator</i>	\$ 4,445	\$ 5,668	\$ 25.64	\$ 32.70
40	<i>Adult Services Librarian</i> <i>Senior Accountant</i> <i>Senior Engineering Technician</i> <i>Youth Services Librarian</i>	\$ 4,556	\$ 5,812	\$ 26.28	\$ 33.53
41		\$ 4,670	\$ 5,957	\$ 26.94	\$ 34.37
42	<i>Associate Planner</i> <i>Building Inspector II*</i> <i>Engineering Associate</i> <i>Information Systems Analyst</i>	\$ 4,787	\$ 6,104	\$ 27.62	\$ 35.22
43	<i>Building Inspector II*</i> <i>Senior Accountant</i>	\$ 4,907 \$ 5,030	\$ 6,258 \$ 6,412	\$ 28.31 \$ 29.02	\$ 36.10 \$ 36.99
44		\$ 5,030	\$ 6,412	\$ 29.02	\$ 36.99
45		\$ 5,157	\$ 6,573	\$ 29.75	\$ 37.92
46	Network Administrator <i>Plans Examiner</i>	\$ 5,285	\$ 6,739	\$ 30.49	\$ 38.88
47	<i>Network Administrator</i>	\$ 5,416	\$ 6,907	\$ 31.25	\$ 39.85

Positions in italics are unfilled. Positions in bold are new.

* No longer a business need for this position, duties have been absorbed by other classifications.

** Formerly Utility Worker and Senior Utility Worker

*** Classification change made during 2012-2015 agreement.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 17, 2015	Subject: Resolution No. 2550 Collective Bargaining Agreement: City of Wilsonville and Wilsonville Municipal Employee Association (WilMEA) Staff Member: Jeanna Troha Department: Human Resources	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments:	
Staff Recommendation: Staff recommends Council adopt Resolution No. 2550.		
Recommended Language for Motion: I move to approve Resolution No. 2550.		
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Consideration of a two-year collective bargaining agreement (CBA) between the City of Wilsonville and Wilsonville Municipal Employee Association.

EXECUTIVE SUMMARY:

The Collective Bargaining Agreement with Wilsonville Municipal Employee Association expired June 30, 2015. The City began bargaining with the Association in March. The collective bargaining process concluded on July 31, 2015 with a tentative agreement pending

ratification by the Association and approval by the City Council. Wilsonville Municipal Employee Association ratified the agreement on August 11.

The proposed collective bargaining agreement begins on July 1, 2015 and ends on June 30, 2017. The contract is within the City’s 5 year financial forecast and within market with comparable communities. Below is a summary of the compensation provisions for the proposed agreement.

Summary of Economic Results: 2 year agreement - 2015-2017

Wage Adjustment	WilMEA	
July 1, 2015	2.0 %	
July 2, 2016	2.0%	
	<u>City cost</u>	<u>Employee Cost</u>
Health Insurance Cost Share	90%	10%

EXPECTED RESULTS:

TIMELINE:

July 2, 2015 through June 30, 2015.

CURRENT YEAR BUDGET IMPACTS:

The collective bargaining agreement is within the projected resources of the City’s 5-Year Financial Forecast. As stated in the Proposed Budget, funds were not specifically budgeted in personnel accounts, but held back in contingency funds, because negotiations were underway. Now that negotiations are complete, Finance staff will evaluate the impacts and, if necessary, propose a budget adjustment to transfer funds from contingency to the appropriate accounts.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: SCole Date: 8/6/2015

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 8/6/15

Resolution is approved as to form.

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups): N/A

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS:

A. Resolution No. 2550

RESOLUTION NO. 2550

A RESOLUTION ADOPTING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF WILSONVILLE AND WILSONVILLE MUNICIPAL EMPLOYEE ASSOCIATION.

WHEREAS, the City of Wilsonville and Wilsonville Municipal Employee Association have negotiated a two -year collective bargaining agreement for FY 2015-2017;

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The City Manager is authorized on behalf of the City to execute the negotiated and ratified collective bargaining agreement with Wilsonville Municipal Employee Association for FY 2015-2017, attached here as Exhibit A and incorporated by reference as if fully set forth herein.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 17th day of August, 2015, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp
Councilor Starr
Councilor Fitzgerald
Councilor Stevens
Councilor Lehan

Attachments:

- Exhibit A - Collective Bargaining Agreement with Wilsonville Municipal Employee Association for FY 2015-2017.



Wilsonville Public Library Monthly Report to Council August 2015

Headlines:

Patrick Duke
Library Director

LIBRARY
BOARD

Reggie Gaines
Chair

Megan
Chuinard

Caroline Berry

Rich Dougall

Alan Steiger

- **Summer Reading participation surges over last year.**

As of August 1st, **2,282 kids have signed up** for this year's Summer Reading Program. That's 28 more kids than last year with 4 weeks to go. We've had **735 kids finish so far**, and we are on our way to beating last year's total of 1,100. Science Adventure finishers are a bit behind last year's pace, with 237 kids finishing their science logs so far this year.

Summer Reading programs have been popular as well. During June and July, 7245 kids and parents have attended 72 programs, a gain of 250 over last year. Summer programming keeps kids and parents coming back to the library to get books and keep kids reading.

Science Classes in August. Thanks to the Library Foundation, eight science classes were offered to local kids. A total of 304 spots have filled quickly. The classes are taught by OMSI. This year's titles are:

- Crime Lab
- Human Systems
- Scales, Claws, and Expanding Jaws
- Down with Gravity

- **Library is a cooling center during heat.**

Summer is here and we have already had 100 degree days. For the last several years, the Library has been extending its hours to 9pm when we reach triple digits, and has already done so for 4 days this summer. On Thursday and Friday, July 30th and 31st, about 4 dozen people took advantage of the extended ours. Several of them personally thanked library staff.

- **Fall Classes shaping up.**

Always on the lookout for new classes to offer the community, the library will be offering an Introductory Spanish class starting in September. Taught by a retired Spanish instructor, the classes will last 10 weeks and will give students the basics in order to start communicating in Spanish.

This fall's literature class with Professor John Ehrstine will examine the themes of Joseph Conrad's *Heart of Darkness* in three modern novels:

- Paul Bowles, *The Sheltering Sky*
- Wallace Stegner, *Angle of Repose*
- Paul Theroux, *Gateway of India* (from the *Elephanta Suite*)

- **History Pub at Mc Menamins:** Tuesday August 25th. Doors open at 5pm. This month: **"A Historical Survey of Agriculture in Oregon and French Prairie" with Ben Williams.**
- **Library Board meeting. August 26th, 6:30pm** at the Library

July Statistics

- Physical item circulation: 41,801 items checked out or renewed.
- E-book and downloadable audiobook circulation: 2,251.
- Total items owned by the Wilsonville Public Library: 130,815
- Total items owned by all of the LINCC libraries: 1,113,288

Adult Services

Upcoming Programming:

- Genealogy Club with Greg Martin. August 17th, 1pm
- Great Books Discussion Group. August 18th, 6pm. This month: *The Persian Wars*, by Herodotus
- Game Night. August 26th, 6pm. Play one of our games or bring your own.
- First Friday Film. Sept. 4th, 6pm. This month: *Far From the Madding Crowd*
- Book Club. Sept. 10th 6pm. This month, : *Wishin' and Hopin'*, by Wally Lamb
- Beginning Spanish. Sept. 14th, 6pm
- Heart of Darkness: a Discussion of a Modern Archetype with Professor John Ehrstine, Starts Sept. 16th, 6pm

Youth Services

- Outside of the Library's science classes, there will be no other Youth Services programming in August so that the Youth Services team can take a break and plan for the fall.
- Regular Fall programming starts September 8th

See more events and services at www.wilsonvillelibrary.org

July saw summer programs in full swing and a number of large community special events.

July Snippets

- Three Movies in the Park at the River Shelter (1,100 total attendees)
- Fun in the Park at Town Center Park (10,000 attendees)
- 5k on the 4th race (300 participants)
- Five weeks of Farmers Markets at Sofia Park (4,000 total attendees)
- Two Rotary Concerts at Town Center Park (1,500 total attendees)
- Nike Cup Soccer Tournament at Memorial Park (1,500 attendees)
- Twelve Skyhawks Sports Camps (185 total participants)
- Zumba Gold at Town Center Park (10 participants)
- Fitness Specialist Brad Moore and Physical Therapist, Keaton Ray of Advanced Sport and Spine hosted an injury prevention workshop for the Wilsonville Pickleball Club (20 participants)



Skyhawks Mini Hawk Camp



Skyhawks Tennis Camp



Pickleball injury prevention workshop



Movies in the Park
Big Hero 6



Nike Cup - Memorial Park

Senior Partners Open House

Sadie Wallenberg, the Community Center's Information and Referral Specialist, teamed up with participant Jerry Martin to offer an Open House for individuals interested in helping seniors partner with seniors to prevent loneliness and isolation. A variety of ideas emerged from the open house including: daily check in phone calls for reassurance and companionship, well being checks, a partner to attend medical appointments with, and assistance with transportation. The group is working on outreach efforts through the Spokesman, and will regroup in September.

Parks Maintenance Update



Prepared for and hosted Korean War Memorial event



Installed Korean War Memorial Center lettering on Parks and Recreation Admin Building



Before



Hosted Grand Opening of Murase Plaza Playground



Eagle Scouts "Restored" walking bridge and observation deck at Water Treatment Plant Park



After

Replaced all (12) granite pillows on the Battle Lines at the Korean War Memorial

Upcoming Programs/Events

- * Fall Activity Registration Begins: Monday, August 17th.
- * Mini Hooper Basketball Registration Deadline: September 27th. Registration available online.
- * Fall Harvest Festival: Saturday, October 24th from 9:30am to 11:30am. Stein-Boozier Barn.



Public Works

July 2015

New Wood Chipper

Roads Division

Public Works crews tried out a Bandit wood chipper this week. The old, Vermeer, chipper that the City presently has, needs to be replaced. It is a 2002 model that was purchased used in 2007. It seems to spend more time in the repair shop than it does in the field and is costly to repair. The new Bandit chipper is faster and more efficient than the old one and will save us a considerable amount of time and money.



“Blow Offs” to Cool Off

Utilities Division

Here’s one way to beat the heat. After completing annual water main maintenance, the water crew began performing annual maintenance and flushing on the City’s “blow off” assemblies, which are used to purge air from the distribution system. The water crew verified operation of each blow off by briefly flushing the line through the assembly. Water Technicians Jerry Anderson and Chris Reece flush a blow off assembly on Arbor Glen Court.



Roof Cleaning

Facilities

The water feature season requires that the Facilities Division work through the weekends. To take advantage of the schedule changes, crews are using this time to pressure wash the entrances of the buildings, clean parking lots and wash down the water proof membranes on facilities with flat roof systems. Crews are also washing down the roof top HVAC units in preparation for touch up painting that will help preserve the integrity of the metal housings.

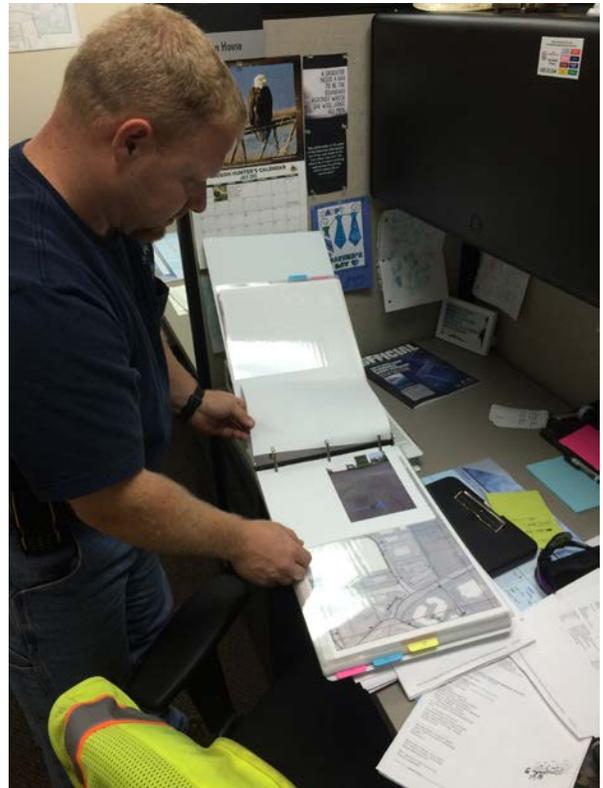
Ivan Crumrine worked on the City Hall roof system shown below in before and after pictures



Water Distribution

Utilities

The Water Distribution crew also repaired two damaged hydrants and installed close to 30 new water meters this month. Utility Worker Shawn Powlison verifies one of the numerous utility locates which are required for construction projects and other activities involving excavation. In July alone, Shawn and the crew performed 846 utility locates.



**August 2015**

Director's Report

Most bus routes have extra capacity, most of the time. That means that there are usually empty seats that are available for use while the bus goes from stop to stop. There are fixed costs in running a bus, regardless of how many passengers are on board, so it behooves those of us in the transit business to encourage more people to ride on all but our most crowded trips. Sometimes there are so many empty seats that entire routes get canceled – which can create a real hardship for people who were depending on those particular routes. Clearly, there are different considerations for people who absolutely depend on transit for mobility and those who have a choice whether to ride or drive.

Transit professionals have always been focused on things like dependability, safety, cost, comfort and convenience as the reasons why some people choose to ride transit. It occurs to me that, in some situations, a new criterion is at play and it deals with the amenities offered by transit. Here is why:

If I am commuting to Wilsonville, I have the choice between driving my personal car and taking the bus from home to work, and there are numerous things weighing on that decision. Given that we have no HOV (high-occupancy vehicle) lanes on the highways in our service territory, the bus is likely to be stuck in the same rush-hour traffic as my car. So, what might get me out of my car and onto the bus? A pleasurable commute doing things that I can't (or better not) do in my car – texting messages, checking my work calendar or emails, watching a video, reading a book or newspaper.

Telephone technology has evolved to the point where most transit riders are doing those kinds of things with their smart phones or other personal devices while riding the bus. The one complaint we continue to hear is that, without wi-fi on our buses, passengers have to use the allotted data from their phone contract to take advantage of some of the technology that is now available. SMART continues to monitor costs and options for wi-fi service, but wi-fi remains beyond our budget for system-wide availability. As technology continues to evolve, we expect to be able to offer wi-fi on our longer commute routes, but for now, it remains too expensive to justify.

An important way that SMART does encourage people to ride is by offering clean, comfortable buses with courteous drivers. I can tell when someone has never been on a SMART bus because they are surprised to learn that we clean every bus every evening, inside and out, before it is back put in service the next morning. Also, some people are surprised to learn that every bus has air conditioning (essential during our recent hot spells) and our buses all have very effective heaters for use during the cooler times of the year.

I keep telling people to give SMART a try. They are likely to be pleasantly surprised.

Stephan Lashbrook

Think Smart. Ride SMART.

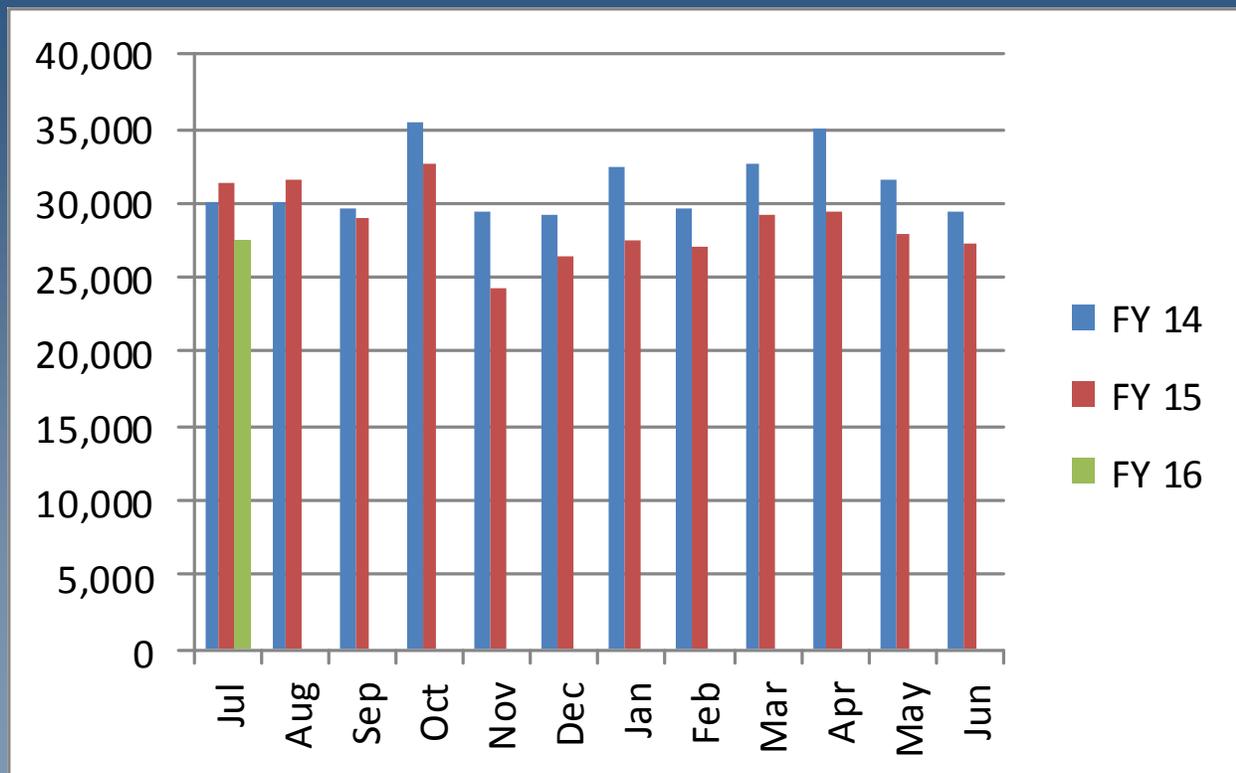
July Operations Report *by Steve Allen*

For the new fiscal year, ridership is down as a whole 12.2% from last year. Most of our core routes are seeing lower figures: 1X Salem down 13.3%; Route 4 Crosstown down 10.4%; 2X Barbur down 9.3%. Although the Salem route is down overall, there are times that the morning and afternoon trips are at capacity.

We are working with Salem Transit to coordinate changes that will prevent overloading and encourage other commuters to ride. A survey went out the week of July 27, and the response indicated riders wanted more service during commute times and inclusion of some mid day service.

The summer activities have kept SMART busy providing extra service. The trolley was used for the Planning Dept. for a tour of Villebois, it was also used for the Wilsonville City tour, and the Fun Run event. Also, we provide a bus to help train seeing eye dogs to get used to riding on buses. All in all, we carried 162 riders for these happenings.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY 14	30,094	30,024	29,661	35,481	29,342	29,216	32,432	29,551	32,645	35,010	31,581	29,371	374,408
FY 15	31,421	31,650	28,971	32,568	24,192	26,510	27,535	27,122	29,155	29,348	27,956	27,365	343,793
FY 16	27,589												



Commute Options Corner *by Jen Massa Smith*

July 11, 2015, the SMART Options team participated in the Graham Oaks Park celebration and hosted an information booth offering trip planning and travel related safety prizes for walking, bicycling or riding the bus to the event. Approximately 400 people attended the event and many nearby residents rode their bikes, walked and took the trolley to join in the festivities at the nature park. SMART received a very nice “thank you” note from Metro with appreciation for partnering for this event.



Transit Trip Planning Assistance

A lot of time is spent by SMART staff to help current and new riders understand the ins-and-outs of riding a bus. Providing help to plan a trip can be as simple as letting someone know when the next bus will arrive or as complicated as detailing out an individual trip plan from someone's house, to the bus, list of times, explaining how to pay a fare (if required), where to get off, when the bus returns, etc. It is a daunting exercise for some while completely second nature for others. We are here to help anyone along that spectrum so that they can get to where they need to go.

Recently, SMART outreach staff partnered with Oregon Tech to create a colorful and interactive display that helps students and faculty learn more about how to ride the bus or train. As you can see in the photos below, SMART created posters and a large screen version for them to display in their lobby on the wall-sized display monitors. These promotional items contain site specific information customized to meet the transit travel informational needs of the occupants of that particular building.

SMART Options staff will create site specific posters and information for any Wilsonville facility looking to offer more transportation option information to their employees, residents and visitors.



SMART Bus Bingo

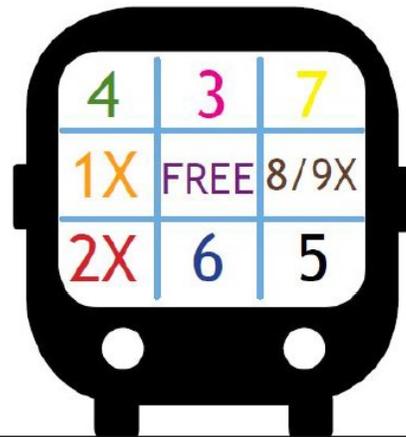
SMART's summer interns are busy helping with programs and planning activities and also created and launched a family friendly summer-time SMART promotion called "Bus Bingo". This fun and interactive game is only made possible by the support of the Wilsonville businesses listed below. Ride the bus and earn rewards!

For more details and information visit ridesmart.com/passport

How to play SMART Bingo

1. The numbers to the right correspond to a SMART route number. Discover Wilsonville by riding these routes and receive a sticker from your driver for each route.
2. Show each sticker at the specific location listed on back for a reward.
3. Get a bingo (3 in a row any way) and hand your passport to the bus driver to be entered in a raffle for a grand prize. Remember to fill out your information on the front of your passport!
4. Bingo ends August 31st. Winners will be selected September 1st and be contacted via email.

For more information go to www.ridesmart.com/passport



Route

Redeem at

1X	SMART Offices
2X	Wilsonville Qdoba
3	Curry's Landing
4	Wilsonville Public Library
5	The Human Bean
6	Moe's Southwest Grill
7	Farmers Market SMART table
8X/9X	SMART Offices
BINGO	Bus Driver

SMART Passport

Name: _____

Email: _____

Zipcode: _____

Youth _____ Adult _____



Did you know?

The number one question asked to SMART staff during the summer is:

“Where is the Trolley?”

Find the answer by visiting
ridessmart.com/trolley



Contact Us

Stephan Lashbrook

Transit Director

503-570-1576

Lashbrook@ridessmart.com

Steve Allen

Operations Manager

503-570-1577

Allen@ridessmart.com

Scott Simonton

Fleet Manager

503-570-1541

Simonton@ridessmart.com

Jen Massa Smith

Program Manager

503-682-4523

Massa@ridessmart.com

