

AGENDA

**WILSONVILLE CITY COUNCIL MEETING
AUGUST 3, 2015
7:00 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 | [15 min.] | |
| A. | Pursuant to ORS 192.660(2)(e) Real Property Transactions | | |
| 5:15 P.M. | REVIEW OF AGENDA | [5 min.] | |
| 5:20 P.M. | COUNCILORS' CONCERNS | [5 min.] | |
| 5:25 P.M. | PRE-COUNCIL WORK SESSION | | |
| A. | Resolution 2549 Coffee Creek Ballot Measure (Retherford/Jacobson) | [15 min.] | |
| B. | Villebois PDP 6 & 7 Zone Changes (Edmonds) | [20 min.] | |
| C. | iPad Questions (King & Wolf) | [15 min.] | |
| D. | Branding (Troha) | [30 min.] | Page 1 |
| 6:50 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 3, 2015 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on July 22, 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.

7:00 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.

7:05 P.M. MAYOR'S BUSINESS

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- A. Upcoming Meetings

7:10 P.M. COMMUNICATIONS

- A. Oregon Tech Wilsonville Update, Dr. Maples, President OIT

7:25 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.

7:30 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)

7:45 P.M. CONSENT AGENDA

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- A. Minutes of the July 6, 2015 Council Meeting. (staff – King)

7:50 P.M. PUBLIC HEARING

- A. **Ordinance No. 771** – 1st reading **Page 18**
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 – Edmonds)
- B. **Ordinance No. 772** – 1st reading **Page 105**
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 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 15, Clackamas County, Oregon. Polygon WLH, LLC, Applicant. (staff – Edmonds)

8:30 P.M. NEW BUSINESS

A. **Resolution No. 2549**

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A Resolution Referring To The Votes Whether A Coffee Creek Urban Renewal District Should Be Formed. (staff – Retherford)

Note: This resolution is a placeholder and will be replaced prior to the meeting.

8:50 P.M. CITY MANAGER'S BUSINESS

8:55 P.M. LEGAL BUSINESS

9:00 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 MEETING
STAFF REPORT**

<p>Meeting Date: August 3, 2015 Work Session Item</p>	<p>Subject: Wilsonville Branding Initiative</p> <p>Staff Member: Jeanna Troha, Assistant City Manager Jon Gail, Community Relations Coordinator</p> <p>Department:</p>	
<p>Action Required</p> <p><input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1st Reading Date: <input type="checkbox"/> Ordinance 2nd 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</p>	<p>Advisory Board/Commission Recommendation</p> <p><input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable</p> <p>Comments:</p>	
<p>Staff Recommendation: Staff seeks direction from city council regarding the city logo.</p>		
<p>Recommended Language for Motion: N/A</p>		
<p>Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i></p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities Create a strategic branding plan that includes a new city logo to promote livability and economic opportunities in Wilsonville.</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>	<p><input checked="" type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL:

Staff is seeking direction on whether to amend the recently adopted City of Wilsonville logo based on feedback received from a focus group of Wilsonville residents.

EXECUTIVE SUMMARY:

One of the City Council’s previous goals was to create a strategic branding plan to market the community to businesses, residents and visitors. The City selected a marketing and branding

company, Manifesto, to develop a holistic branding plan to market the City. A component of the branding plan was creation of a new logo that was both bold and modern. The new logo was presented and approved by City Council on March 3, 2015. Subsequently, the city received approximately 20 complaints from citizens about the new logo. Several citizens offered suggestions to change the new logo. As a result, the City Council asked staff to convene a focus group to review the new logo and provide the City Council with feedback and suggestions. The focus group consisted of members of the Wilsonville Leadership Academy, students in the Wilsonville High School arts program, and individuals who expressed concern about the new logo either in Facebook postings or by email to city staff.

The purpose of the focus group was to provide feedback to the city council and offer suggestions, if any, for modifications on the logo, tagline and narrative. Attached are the minutes from the focus group meeting and a list of attendees. The following information is an overview of the focus group findings:

Logo:

The design of any logo is subjective and was apparent from the focus group discussion. There were aspects of the logo some people liked but other people didn't like. Some common themes and recommendations were:

- Soften the edges of the "W" if possible
- Change colors to be more modern greens and blues
- Remove the water drop
- Keep the font type
- Incorporate water in the logo if possible

Based on feedback from the focus group, staff created three new logo options for city council consideration. City Council has two options for next steps:

1. Keep the newly-adopted logo with no changes
2. Select one of the three new logos presented by staff and direct Manifesto to design it

Tagline:

The tagline was also discussed by the focus group. Generally, the focus group did not like the current tagline. The group did like the word "Purpose". Some of the people liked the second option "Pioneering Progress" while others thought the word "Pioneering" was no longer relevant to Wilsonville.

Brand Narrative:

There was broad consensus that the brand narrative was very well done and no suggestions for improvement were offered.

EXPECTED RESULTS:

City Council will provide staff direction on which logo design and tagline they prefer so that staff can work with Manifesto to create a new logo.

TIMELINE:

CURRENT YEAR BUDGET IMPACTS:

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____ Date: _____

N/A informational report.

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

N/A informational report.

COMMUNITY INVOLVEMENT PROCESS:

The City convened a focus group of community members to provide feedback on the adopted logo and to suggest modifications to the logo. A total of 15 community members were invited to the focus group with nine attending. The attendees of the focus included Mark Pruitt, Carrie Postma, Kimberly Nelson, Kristin Akervall, James Paris, Jennie Hill and three high school students.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups): The community as a whole will benefit from having a new logo and tagline that is more modern, distinctive and memorable.

ALTERNATIVES:

City Council has the option of not making any changes to the current logo and tagline that was adopted in March.

CITY MANAGER COMMENT:

ATTACHMENTS:

A. Minutes from the Focus Group and Attendees.

Wilsonville Focus Group | June 2, 2015

Opening Presentation from Jeanna and John, purpose of focus group

Attendees:

Mark Pruitt, Carrie Postma, Kimberly Nelson, Kristin Akervall, James Paris, Jennie Hill and three high school students.

Introduction of Manifesto. Jeanna explains the branding project and city council goal.

Dave Dryer, Manifesto, presents Manifesto process where we were today.

Notes on the Logo

What you like about it

- I like the drop of water - not the placement - but I feel like it represents Wilsonville.
- I don't care for the drop of water, but I like the idea of having water incorporated into the logo. Our access and our position in proximity to the Willamette River. When I think about the next 30-40 years about the history of Wilsonville, I feel like it will become more of a focal point of the identity of the city. I think it's going to continue to become a large part of the future for the community.
- I like that the water droplet has softer lines. I like the colors. I like the text/font because it's clean and simple. It looks like a college logo or a super hero. The river is something that is not going to change about the city. Families love all of the gorgeous fountains in the city as well. The more organic lines speak more to Wilsonville than the other pieces.
- Initially it looked like a utility company to me. I feel like it's a water company more than anything. I think the placement and the size minimizes the importance of the river to the city of Wilsonville. It creates a very natural commercial and residential divide between the city.
- I like the blues in the water droplet. I think the dark green and the simple text. But I'm not a fan of the mint green, it speaks to the PDX carpet to me. I would like to see more handwritten lines.
- I liked the things you said that you found when you were talking about the history and the river or when you were interviewing the moms and the community members. I feel like the mountain and the river represent the town more than anything. Obviously you did get the flavor of the city when writing the narrative and I appreciate the time and effort you put into that.
- When I first saw it looked very industrialized. I like the way it looks, especially the water droplet, because it resembles the river. We were always a community that didn't want to industrialize that part of town. I learned over the past decade that we were focused on keeping the community very natural. I would keep the W and the River, but put it in a way where we can connect the mountain with it. When family comes from other parts of the state, they say it's so peaceful here, but it looks so industrial. I'm looking for nature colors.

- I wish there was more blue incorporated in the logo. The water needs to be more prominent. I like the softer lines. I like the clean font. I like the overall boldness of the W but that's not the way I would have gone. It's too harsh for the city of Wilsonville.
- It feels really bulky and bottom heavy.
- I feel like the "Powered By Purpose" comments have gone the direction they have because it looks so corporate. If it looked different it may have been better represented.
- I love how clean and simple it is. I agree with the person who said the tagline feels very corporate. I feel like the water drop complicates it.

If you had one thing you could change, what would it be?

- The first moment I saw it, I really disliked the greens. I wish that the light green would have been more modern. I wish the light green was more of a spring green.
- I love the idea of having a "W". I really dislike that particular "W" a lot. It reminds me like a stealth bomber. It gives me this dark stealth bomber kind of look, and it competes with the great river that we have down below. I think the thickness and the shape of it. Not so wide, maybe a bit softer would have been nice.
- We left out the "City of" part. Why.
- I would move Wilsonville and the tagline underneath. I think it gives a visual cue that it's the trees rising up. And many people didn't get the trees.
- I think the "W" looks too wide and clunky to me. I don't mind the distinct lines, but I would thin it down so the lines are thinner and it looks less clunky.
- I would also change the "W", I agree to thin it down, I don't like the second ridge within the "W", I feel like it's not needed.
- I would make it more rounded and less angular. I feel like it is too pointy.
- I feel like it's really busy. You're trying to achieve the modern, simple bold look, it's too many colors and it's overly busy. I would simplify it.
- I would move the water droplet from between the legs of the W. Maybe if the "W" was different then maybe it wouldn't feel like the water droplet wasn't peeing the entire time.
- It's not the water droplet itself, but the location of the droplet that makes it look like it's peeing.
- There's nothing in the logo that's people. I understand that it's not about industry and tourism, maybe it's intentional, but I think people are very important to the community.

Notes on the Tagline

- When you put powered by purpose with that logo, I think it threw people off. It's not comforting, it's not Wilsonville. I just don't know where it came from once reading the narrative. I don't get the word Powered. We are a people of purpose.
- Purpose ties to the millennial generation and their mission.
- I think that Powered by Purpose could work. I think the typeface is the thing that is throwing it off. It looks very corporate and power company esque. Everything is too angular and square. Need something that makes more welcoming.
- I find it hard for people to relate to Powered by Purpose. It doesn't feel like citizens in general can relate to it. I understand what you're saying in the context of the city, but it doesn't feel like it flows with the people.

- I feel like it should connect to the people of Wilsonville.

In relation to the other Taglines

- Pioneering progress feels more in the middle. While Powered by Purpose feels too corporate. This feels in the middle.
- Pioneering progress inspires thoughts. It speaks to the human aspect that's missing from the logo.
- "Imagine more apartments"
- Pioneering progress is the two extremes of the history and moving forward.
- Pioneer is also an innovator as well as a history.
- We already have too much "more" in the world, we need better.
- I feel like pioneering progress is too many long words together. It's hard to say together. Most of us were stumbling.
- I don't feel like "pioneer" means anything to Wilsonville anymore. It says we're the beginning, or the first, or the best at something – and what is that?
- Imagine more speaks only to people who don't live here. It feels like a sales pitch to attract other people to come here.

What would you say to Bryan Cosgrove?

- I don't think we have consensus on what the tagline needs to be. But I think there is a consensus to say it needs to be reworked.
- The way the "W" is presented is too corporate. It needs to be softened or less rigid.
- I think we all agree to keep an element of water. Keep the water drop, just not have the "W" urinating. Or keep the river aspect in the logo.
- If you're going to keep the W and the rest of the logo the same, I would just remove the water droplet to avoid where it is right now.
- We all want a river here. We talk about the water drop, but really, we just want the river in there.
- Like the Wilsonville font, feeling like we need to change the sub font.
- Love the narrative. - just a disconnect between the narrative and what happened.

Next Steps

- Focus group members can send additional emails if they want to Jeanna or Jon.

Present ideas and feedback to Bryan Cosgrove, and then city council.

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CITY COUNCIL ROLLING SCHEDULE**Board and Commission Meetings 2015****Items known as of 07/27/15****AUGUST**

DATE	DAY	TIME	MEETING	LOCATION
8/3	Monday	7 p.m.	City Council Meeting	Council Chambers
8/10	Monday	6:30 p.m.	Cancelled - DRB Panel A	Council Chambers
8/12	Wednesday	1 p.m.	Wilsonville Community Seniors Inc.	Community Center
8/12	Wednesday	6 p.m.	Planning Commission	Council Chambers
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**Wilsonville Farmers Market**

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

Movies in the Park

August 14 – Despicable Me 2

Concerts in the Park -- Town Center Park

August 6 – Johnny Limbo and the Lugnuts
 August 13 – Radical Revolution

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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 6, 2015. Mayor Knapp called the meeting to order at 7:13 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
Chris Neamtzu, Planning Director
Kristin Retherford, Economic Development Manager
Zach Weigel, Engineer
Mark Ottenad, Government and Public Affairs Director
Andrea Villagrana, Human Resources Manager
Jon Gail, Community Relations Coordinator

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

A. City Manager Annual Contract Renewal

Mayor Knapp explained each Councilor provided input regarding the performance of the City Manger over the preceding year and the Mayor and Council President met with Mr. Cosgrove to talk about the past year.

Councilors expressed their appreciation to Mr. Cosgrove for the excellent job he does as City Manager and felt Mr. Cosgrove brought integrity and passion to the job, and engaged the community and citizens in city matters. They were impressed with his responsiveness to citizens, and with the high priority he placed on listening and responding to community member's needs and concerns. Councilors commented on Mr. Cosgrove's ability to step into an existing team, build the necessary allegiances and recognize the quality of the team that exists in Wilsonville.

Councilor Starr enumerated the changes to the City Manager's contract which included adding cell phone funds at \$100/month, continuing the car allowance at \$400/month, and providing the option to cash out a total of ten vacation days should he choose to do so. Should Mr. Cosgrove become incapacitated or dies on the job, his 401-A account would pass to his beneficiaries.

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CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

Mayor Knapp noted the base salary was increased by 2.5%.

Councilor Lehan noted this increase puts Mr. Cosgrove's salary in the middle of the range for comparable cities.

Motion: Councilor Starr moved to approve the extension of Mr. Cosgrove's contract as City Manager from July 1, 2015 to June 30, 2016 with a total compensation of \$161,760.00 as outlined in the employment agreement. Councilor Fitzgerald seconded the motion.

Councilor Starr added the City's high staff retention rate is the mark of a good leader and a way to keep costs down. Mr. Cosgrove knows the budget very well helps us keep on task; there is strong concern on how the citizens money is spent which is important to the City Manager. Mr. Cosgrove also has a high concern for customer service; he responds to citizen concerns quickly and finds solutions.

Vote: Motion carried 5-0.

Mayor Knapp reported on the meetings he attended on behalf of the City and noted the date of the next Council meeting. The Mayor recently met with RevMedics a facility that develops innovative medical solutions and approaches for catastrophic injuries on the battle field.

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.

There were none.

COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

Council President Starr – (Park & Recreation Advisory Board Liaison) announced the next meeting date of the Parks and Recreation Board, the Thursday Farmers Market, and the Movies in the Park event.

Councilor Fitzgerald – (Development Review Panels A & B Liaison) noted the meeting dates of the upcoming DRB Panels. She reported on the decisions the DRB-B made at their last meeting wherein they approved the development application for Brock Ludlow in Old Town.

Councilor Stevens – (Library Board and Wilsonville Seniors Liaison) remarked the Aurora Airport recently acquired a fire truck for the airport, and the aviation control tower will become operational in August. She invited the public to take part in the Scenic Trolley Tours starting July 22nd and the Rotary Concerts in the Park.

Councilor Lehan– (Planning Commission and CCI Liaison) announced the next meeting date of the Planning Commission and the items listed on their Work Session. She reminded the public of the Graham Oaks Celebration hosted by METRO, the Courtside neighborhood BBQ, and the enhanced Canyon Creek pedestrian crossing open house.

CONSENT AGENDA

Mr. Kohlhoff read the titles of the Consent Agenda items into the record and noted the minutes (item B) will be moved to New Business.

A. **Resolution No. 2544**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Wallis Engineering For The Charbonneau High Priority Utility Repair Project (Capital Improvement Project #2500 & #7500)

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

Vote: Motion carried 5-0.

PUBLIC HEARING

Mr. Kohlhoff read the title of Ordinance No. 769 into the record. He recommended that Council continue the matter to the August 3rd Council meeting.

A. **Ordinance No. 769** – 1st Reading

An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 3, City Property And Chapter 8, Environment To Add Updated Erosion Control Requirements

Motion: Councilor Scott moved to continue Ordinance No. 769 to the August 3, 2015 Council meeting. The motion was seconded by Councilor Stevens.

Vote: Motion carried 5-0.

NEW BUSINESS

The City Attorney read the title of Resolution No. 2543 into the record.

A. **Resolution No. 2543**

A Resolution Of The Wilsonville City Council Adopting The Intergovernmental Agreement Between Metro And The City Of Wilsonville To Establish The Wilsonville-Metro Community Enhancement Program And Creating The Wilsonville-Metro Community Enhancement Committee.

Mr. Ottenad introduced METRO Councilor Craig Dirksen who spoke to the creation and purpose of the Community Enhancement program.

Councilor Dirksen commented the Metro Community Enhancement Program, was created to provide funding to communities hosting a land fill or Metro transfer station. The program provides funding to those communities for civic enhancements. Since Wilsonville has such a facility, it is now included in the Community Enhancement Program, making the city eligible to receive the funding. The funds generated by the program are available as grants to non-profit organizations to use for enhancement projects.

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Mayor Knapp asked how the funds will be administered.

Mr. Ottenad explained the resolution establishes a council level committee. Councilor Dirksen will serve on the committee in an ex officio capacity. The committee will also have two city council members, and four citizens at large. A public solicitation process will be used to gather ideas for improvement projects, which will be reviewed by staff. The project proposals will be submitted to the City Manager who will then provide the committee with options on how the funds can be used. Mr. Ottenad anticipates the City will receive approximately \$70,000 per year at the start of the program. The funds are intended for community enhancement projects such as wildlife improvement, recycling improvements, community beautification projects, and public art.

Recruitment for the committee will begin this fall, and early next year a solicitation for projects will be made to determine the types of projects available. By the time the committee would make a budgetary allocation, it would roll into the City budget cycle in time for the city budget process. A project could occur as soon as next summer; however, the committee may decide not to allocate all of the funds.

Mark Ottenad prepared the following staff report included in the Council packet. At the June 1 work session, Council directed staff to proceed with implementation of the proposed "Wilsonville-Metro Community Enhancement Program" through adoption of a resolution that executes the IGA and creates the new City Council-level Metro-Wilsonville Community Enhancement Committee to oversee implementation of the program.

Metro has undertaken a number of changes in 2014 to the region-wide Solid-Waste Community Enhancement Program that now makes Wilsonville eligible as to participate in the program beginning on July 1, 2015. Participation by the City in the Metro Solid-Waste Community Enhancement Program is accomplished through an intergovernmental agreement (IGA) with Metro that can require the formation of a committee to vet and select projects, a public-input process and participation by the community's district Metro Councilor, among other requirements.

The IGA between Metro and Wilsonville requires that a committee is formed to oversee the program and that the district Metro Councilor has an opportunity to serve on this committee. Due to the unique situation of having seated on the City's committee an elected Metro Councilor, staff recommended and Council agreed to creation of a new Council-level standing committee to be known as the "Metro-Wilsonville Community Enhancement Committee." Administration staff of the Office of the City Manager would provide support to the committee and coordination with Metro and City departments.

The Metro Solid Waste Community-Enhancement Program collects funds from solid-waste transfer facilities to be used to enhance and improve communities that host these facilities in accord with ORS 459.284. Funds collected under the community enhancement program are dedicated and used for enhancement host community of the facility from which the fees have been collected as determined by the committee or local government. These funds may be used for extensive community purposes that "rehabilitate and enhance the area within the City limits related to the transfer station."

Metro contacted the City in 2014 to discuss proposed changes to the Solid Waste Community-Enhancement Program, and presented to the Council during work session in February 2014. As the host community of Republic Services' Willamette Resources Inc. (WRI) waste-transfer and recycling reclamation facility, Wilsonville would be eligible to participate in the program. At that time, the Council agreed with a staff recommendation to "direct local-government administration through an IGA with Metro" for implementation of the program Wilsonville.

In October 2014, the Metro Council held a public hearing on the proposed changes that Mayor Knapp and Oregon City testified in support of. The Metro Council, which noted that both and 'old' and 'new'

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program participants supported the program modifications, approved changes to the Solid Waste Community-Enhancement Program that take effect on July 1, 2015. The changes include extending the program uniformly to all communities that host solid-waste transfer facilities and increasing the ‘tip fee’ to \$1.00 per ton, unchanged since 1991 that solid-waste haulers pay to use the transfer stations.

In January 2015, Metro forwarded a draft IGA and other documents for consideration by the City, and then provided an updated version of the IGA in April 2015. City staff brought to Council on June 1 a proposal for implementing the Metro Solid-Waste Community Enhancement Program in Wilsonville to create a new Council-level committee known as the Wilsonville-Metro Community Enhancement Committee to oversee the program locally.

The Wilsonville-Metro Community Enhancement Committee is to be composed of:

- 4 Citizen/Community members (Wilsonville residents)
- 2 City Council members
- 1 Metro Councilor (who has indicated a preference for ex-officio status)

Participation in the program requires a public-engagement process to advertise and solicit suggestions for community-enhancement projects, which are approved through an open public process. The City would anticipate using standard communications channels—including web posts, media releases, social-media, The Boones Ferry Messenger and newspaper—to advertise committee recruitment and opportunity for project nomination to the public.

Recent estimates for the WRI transfer station in Wilsonville show that 70,000 tons of eligible putrescible solid waste and another 5,000 tons of food waste are processed over a 12-month period. At a rate of \$1.00 per ton, the City could anticipate an annual distribution of approximately \$70,000 per year of Metro Solid Waste Community-Enhancement Program funds.

Metro is currently reviewing the regional solid-waste program, and may authorize an expansion of the WRI facility to 100,000 tons or more of eligible solid waste, which could generate additional program funds.

Motion: Councilor Fitzgerald moved to adopt Resolution No. 2543. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

B. Minutes of the June 15, 2015 Council meeting.

Mayor Knapp asked that a change be made to page 2 of 9 in the June 15, 2015 minutes to read, “He reiterated no apartments were planned for the Frog Pond area and the lot sizes *include lots* in the 10,000 to 12,000 square foot size”.

Motion: Mayor Knapp moved to adopt the June 15, 2015 minutes with the correction. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

CITY MANAGER’S BUSINESS

Mr. Cosgrove advised he would be attending the OCCMA conference in Bend the rest of the week. In addition, staff is working on the scrolling of community events on the television through the purchase of equipment and software using PEG funds. Regarding the liaison reports, he would begin to edit the

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information to provide the salient information. In spite of their best efforts and practices, Staff is having a difficult time keeping the City's park turf green because of the dry weather conditions and heat.

During the Clackamas County City/County Managers meeting, it was announced Washington and Clackamas counties are planning to place a bond measure on the ballot in May 2016 for \$55-90 million per county to upgrade the infrastructure for 9-1-1 emergency communications. He will provide additional information as it becomes available.

Mr. Cosgrove announced an agricultural drone company would be coming to Wilsonville.

LEGAL BUSINESS

Mr. Kohlhoff reported he would be out of the office for the August 3rd meeting; however, Assistant City Attorney Jacobson would be at the meeting.

Mr. Cosgrove invited Councilor Dirksen to provide an update on the UGR discussions.

Mayor Knapp asked the Councilor to provide clarity on where the process is and outline the factors surrounding the issue.

Councilor Dirksen did not know if he was able to add any additional information. A letter from President Hughes had been sent to the City expressing Metro's intent to conclude the UGR report this year with the expectation that – with the challenges Metro faces with the remand of the urban and rural reserves – that it is difficult for Metro to come to some other conclusion. Metro is viewing the remand as an opportunity to open discussion between Metro and Clackamas County about resolving the issue with the Urban and Rural Reserves. Once those have been resolved and accepted by the state, then Metro can look at the process.

The alternative would be to request an extension for a year. If Metro anticipated the remand's process would be completed in time for that to make sense, Metro might have gone that direction; but there is no anticipation that is the case. Metro feels the best thing to do would be to conclude the current process, which would allow Metro to get out from under the cross that has collected around it and then reopen it once the urban and rural reserves process has been resolved.

Mayor Knapp wanted to know if Councilor Dirksen could comment on what was delaying the resolution of the remand.

Councilor Dirksen responded during the last two months Metro has formally requested to create a process with Clackamas County, the remand is asking for further findings which could be concluded by a coordinated effort between Metro and the Clackamas County Commission. Metro has made a formal request of the Commission to start that process, and towards that end a joint meeting will be held between Metro and the Commission on July 14 to finalize that. The timeline would not allow resolution, reach an agreement, and have it go to the State and be acted upon and then be able to act on revising the Urban Growth Report all within a year.

Mayor Knapp acknowledged Wilsonville's frustration about the inability to move the matter forward more expeditiously.

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Councilor Dirksen commented his preference would be a path forward that would be the briefest and allow the issue to be addressed directly without encumbrance.

Mayor Knapp noted Metro President Hughes and staff will be attending the consortium of regional mayors meeting to discuss the subject.

Councilor Lehan asked if the area involved in the remand was the Stafford area.

Councilor Dirksen stated there were areas in Multnomah County, but primarily the remand was limited to Area 4 in Clackamas County.

Mayor Knapp thanked Councilor Dirksen for his comments.

ADJOURN

Mayor Knapp adjourned the meeting at 8:13 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: August 3, 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><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>Development Review Board Recommendation</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 first 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 $43^{\circ}37'09''$ 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 $19^{\circ}05'42''$, chord distance of 61.37 feet, and chord bearing of North $53^{\circ}10'00''$ West to a point of tangency;

thence continuing along said southwesterly line, North $62^{\circ}42'51''$ 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 $14^{\circ}03'50''$, chord distance of 45.30 feet, and chord bearing of North $55^{\circ}40'56''$ West to a point of tangency;

thence continuing along said southwesterly line and its extension, North $48^{\circ}39'01''$ 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 $42^{\circ}44'04''$ East, arc length of 393.12 feet, central angle of $38^{\circ}10'36''$, chord distance of 385.89 feet, and chord bearing of North $66^{\circ}21'14''$ East to a point on the centerline of SW Orleans Avenue;

thence along said centerline, South $07^{\circ}28'09''$ 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 $35^{\circ}28'22''$, chord distance of 126.12 feet, and chord bearing of South $25^{\circ}12'21''$ East to a point of tangency;

thence continuing along said centerline, South $43^{\circ}36'51''$ 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.

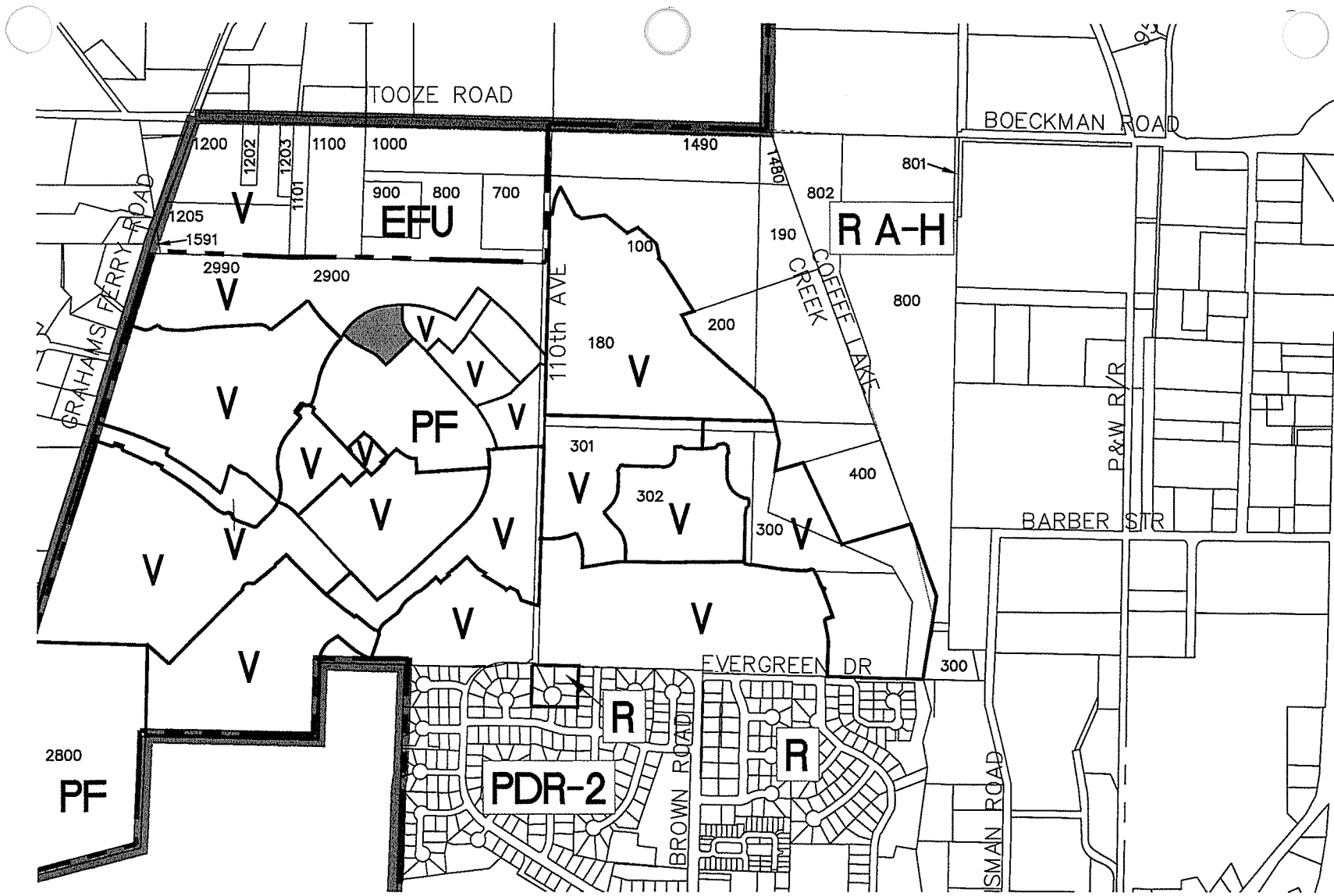
Basis of bearings per "Villebois Village Center No. 3", Clackamas County Plat Records.

REGISTERED
PROFESSIONAL
LAND SURVEYOR







OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2015



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

N:\proj\395-c\Drawings\06 Survey\Legal\395058.Zone Change.dwg - SHEET: Legal Mar. 20, 15 - 8:30 AM. blake

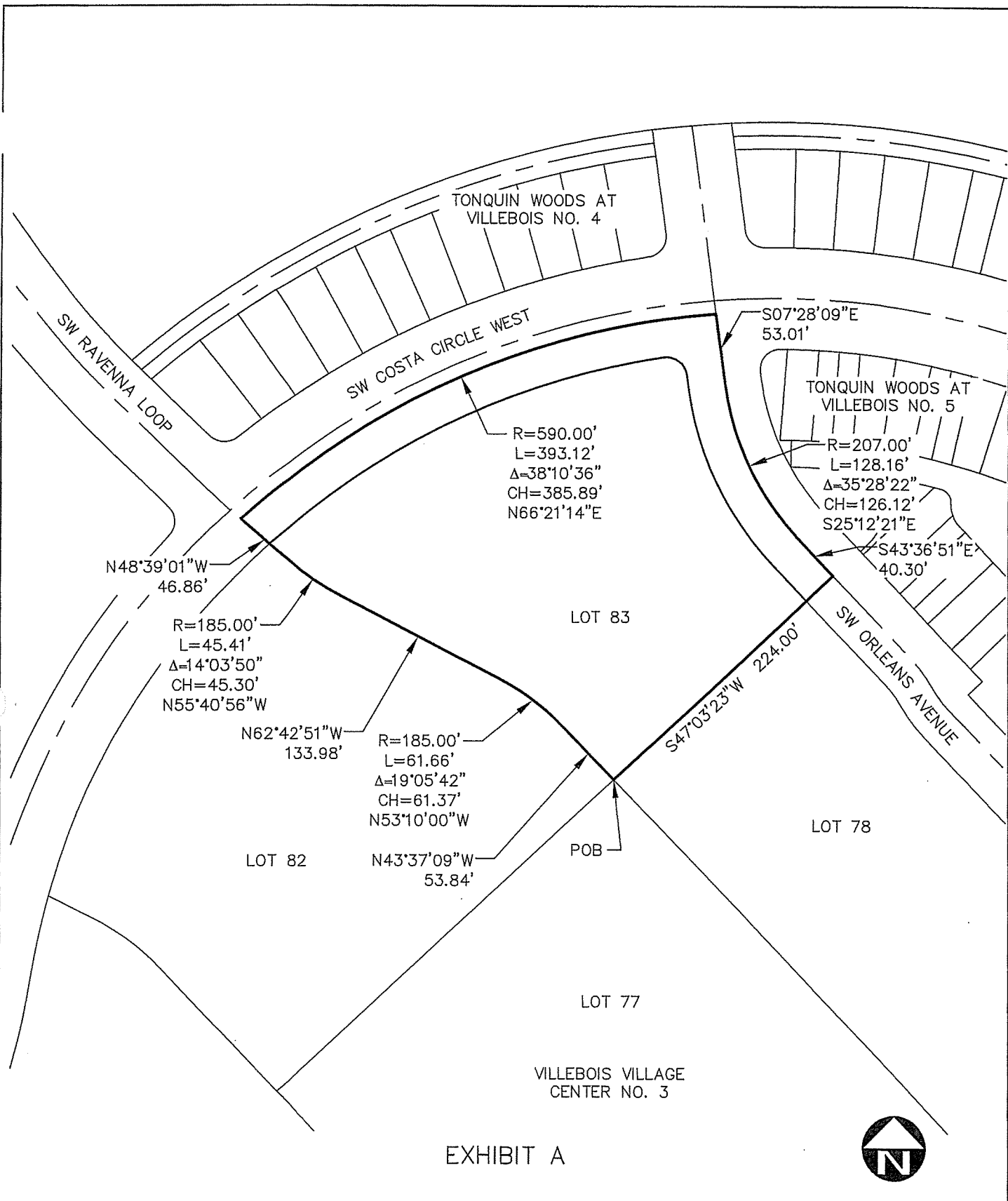


EXHIBIT A



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



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:

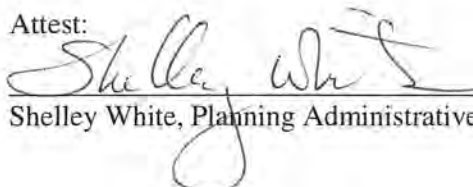
DB15-0011 through DB15-0016: Specific Area Plan Refinements, Preliminary Development Plan, Zone Map Amendment, Tentative Subdivision Plat, Type ‘C’ Tree Plan, and Final Development Plan for the construction of 31 row house units, and associated improvements.

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.

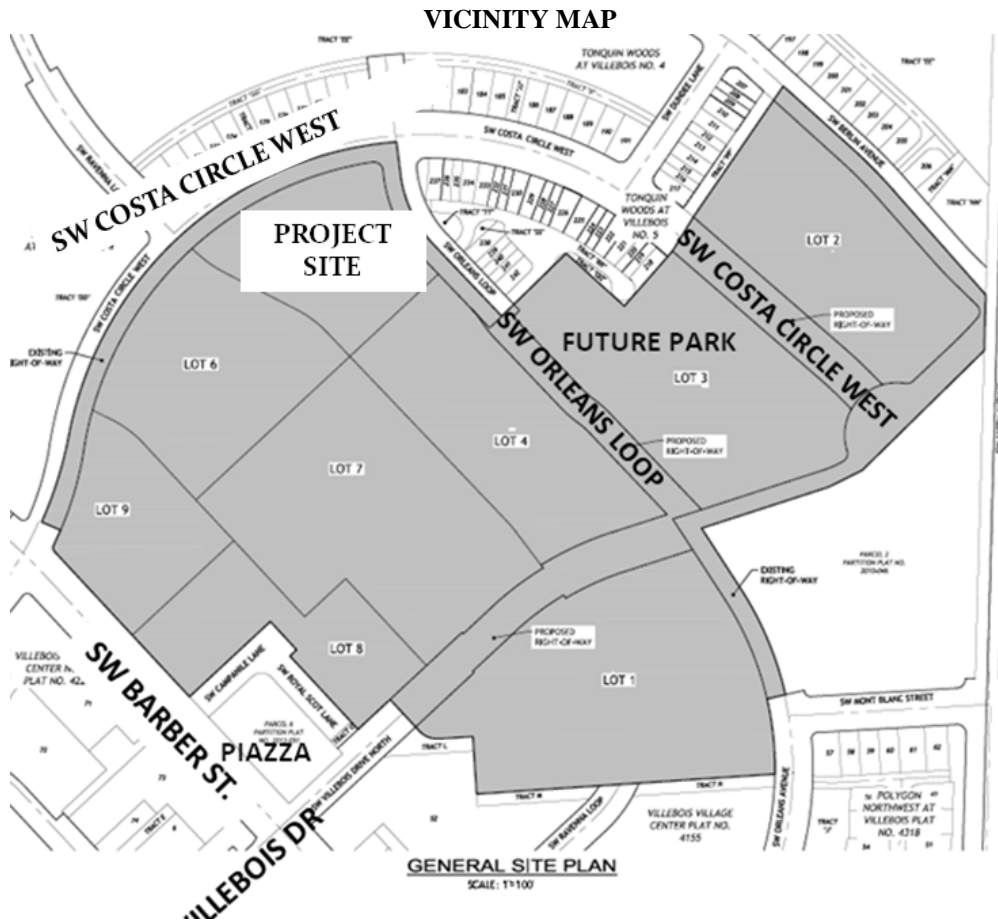
Comprehensive Plan Designation: Residential-Village (R-V)

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
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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
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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 border="0" data-bbox="378 751 1101 888"> <tr> <td style="padding-left: 40px;">Estimated New PM Peak Hour Trips</td> <td style="text-align: right; padding-left: 100px;">16</td> </tr> <tr> <td style="padding-left: 40px;">Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area</td> <td style="text-align: right; padding-left: 100px;">4</td> </tr> </table>	Estimated New PM Peak Hour Trips	16	Estimated Weekday PM Peak Hour Trips Through Wilsonville Road Interchange Area	4
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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
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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 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
STAFF REPORT**

<p>Meeting Date: August 3, 2015</p>	<p>Subject: Ordinance No. 772 Zone Map Amendment from PF (Public Facility) to V (Village), Villebois – Preliminary Development Plan 7 Central for 68 row houses.</p> <p>Staff Members: Blaise Edmonds, Manager of Current Planning Department: Community Development, Planning Division</p>	
<p>Action Required</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>Development Review Board Recommendation</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 13th 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. 772.</p>		
<p>Recommended Language for Motion: I move to approve Ordinance No. 772 on first reading.</p>		
<p>PROJECT / ISSUE RELATES TO: Comprehensive Plan, Zone Code and Villebois Master Plan.</p>		
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Villebois Master Plan</p>	<p><input type="checkbox"/> Not Applicable</p>

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

WHEREAS, on August 3, 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 staff report, which record was incorporated into the City Council public hearing record; 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 staff report, as contained in the record of the above described DRB hearing and incorporates them by reference herein, as if fully set forth.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended by Zoning Order DB15-0030 attached hereto as Exhibit A and Attachment 1, map depicting the Zone Map Amendment and Attachment 2, Legal Description and Survey Map changing the Public Facility (PF) Zone to the Village (V) Zone.

SUBMITTED to the Wilsonville City Council and read the first time at a meeting thereof on the 3rd day of August 2015, and scheduled for the second and final reading on August 17, 2015, commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the 17th day of August, 2015, by the following

votes: Yes:___ No:___

Sandra C. King, MMC, City Recorder

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 DB15-0030

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



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.

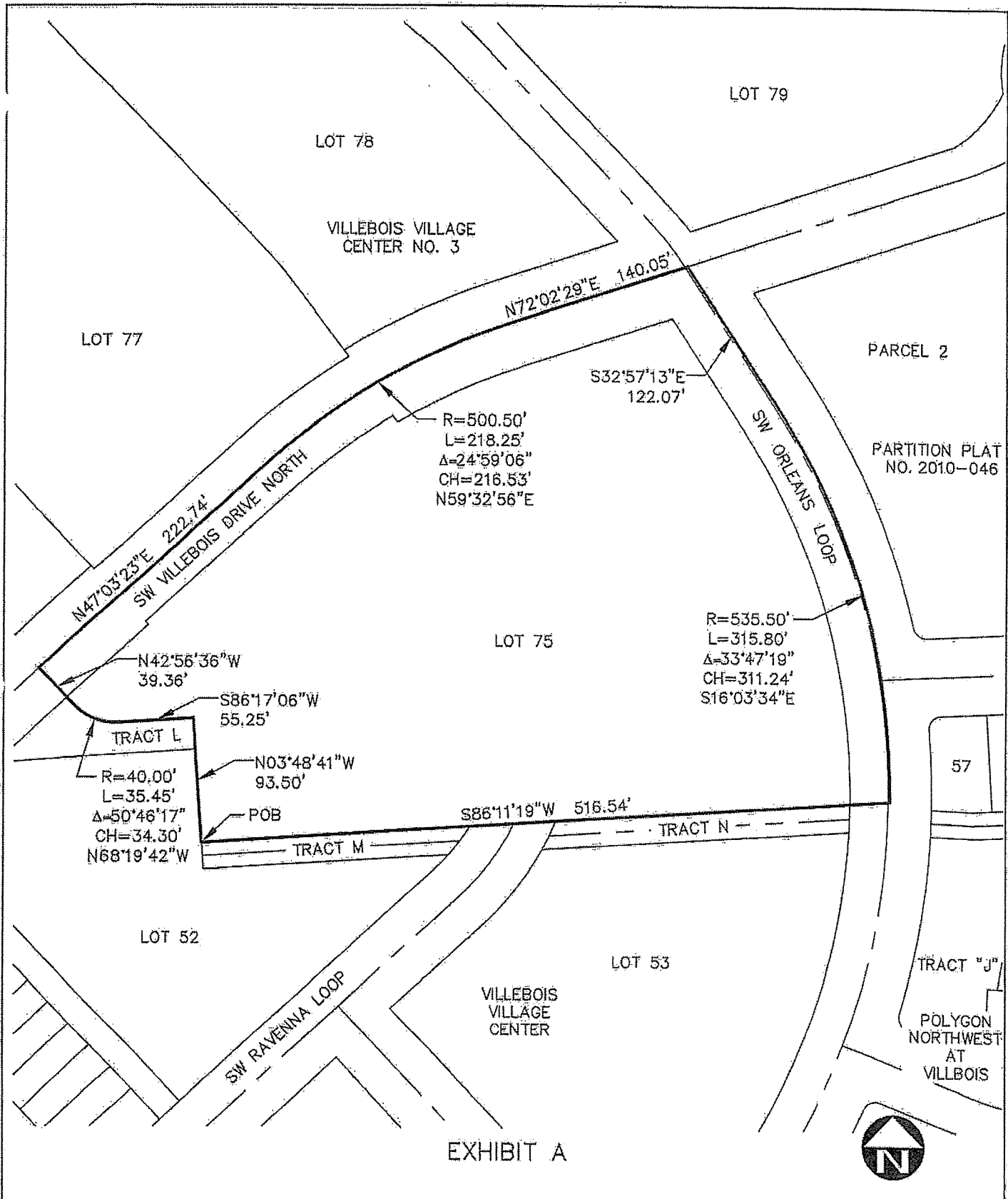
REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 9, 2002
TRAVIS C. JANSEN
57751

RENEWS: 6/30/2015

Drawings\06-Survey\Legal\395057-ZoneChange.dwg - SHEET: Legal - Apr. 22, 15 - 12:07 PM 161
IN:\proj\395-0...



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

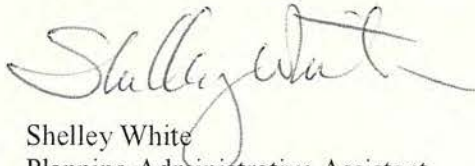
Brian Paul
RCS- Villebois Development LLC
371 Centennial Pkwy.
Louisville, CO 80027

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

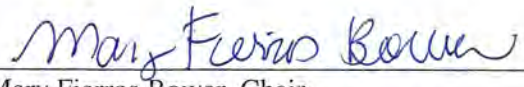
WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

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:

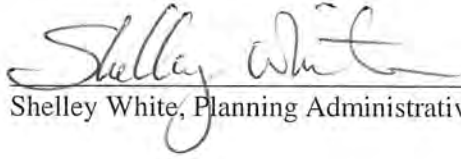
DB15-0029 Villebois SAP Central Preliminary Development Plan (PDP-7C Row Houses)
DB15-0031 Tentative Subdivision Plat
DB15-0033 FDP-7C Final Development Plan
DB15-0034 SAP Refinements
DB15-0035 Type ‘C’ Tree Plan

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.

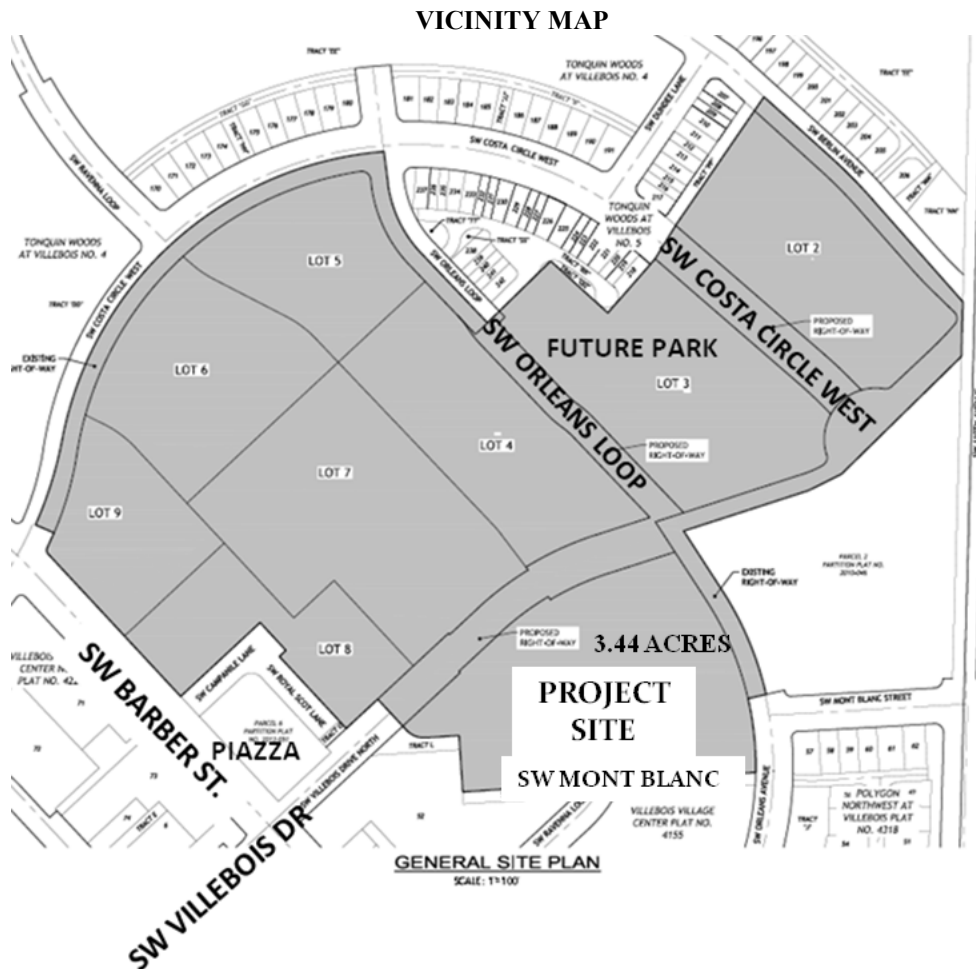
Comprehensive Plan Designation: Residential-Village (R-V)

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>
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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
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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
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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

<p>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).</p>
<p>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.</p>
<p>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.</p>
<p>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.</p>
<p>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.</p>
<p>PDD6. 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.

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
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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.

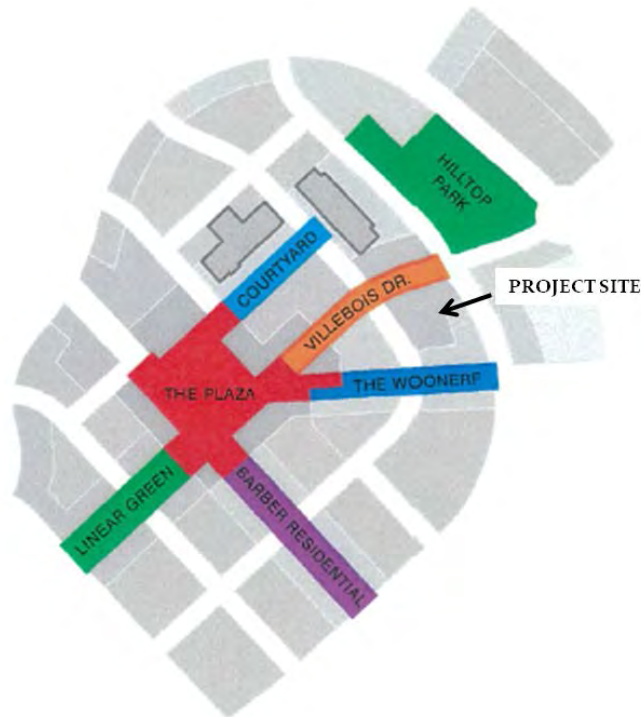
D96. 0:4 Village Center Architectural Standards – Compliance Checklist, Standards Applying to All Buildings:

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

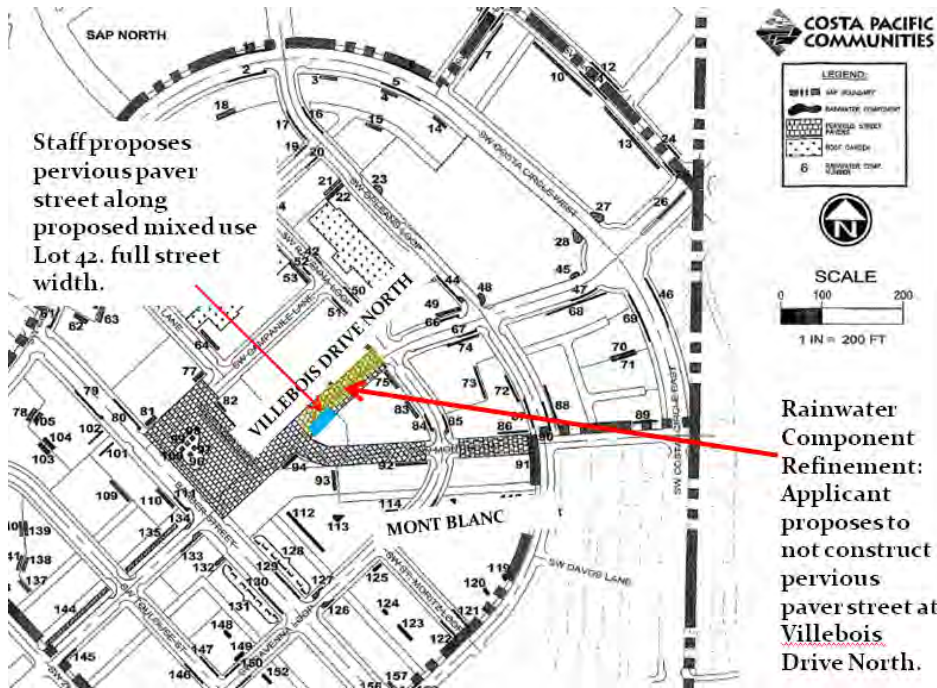
Changes to the nature or location of utilities or storm water facilities that do not significantly reduce the service or function of the utility or facility.

- 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 COUNCIL MEETING STAFF REPORT

Meeting Date: August 3, 2015	Subject: Resolution No. 2549 Ballot Measure regarding advisory vote to create and urban renewal district in the Coffee Creek Industrial Area Staff Member: Kristin Retherford Department: Economic Development
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 checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: The Urban Renewal Strategic Plan recommends an advisory vote prior to creating an urban renewal district in the Coffee Creek Industrial Area.
Staff Recommendation: Staff recommends Council adopt Resolution No. 2549.	
Recommended Language for Motion: I move to adopt Resolution No. 2549.	
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>	
<input checked="" type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s)
<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Putting forth a ballot measure in November 2015 advising on whether or not an urban renewal district should be created in the Coffee Creek Industrial Area.

EXECUTIVE SUMMARY:

In 2002, Metro added the Coffee Creek Industrial Area into the Urban Growth Boundary with the designation of Regionally Significant Industrial Area (RSIA).

A master plan for the Coffee Creek Industrial Area was completed by the City of Wilsonville in 2007. The Coffee Creek Master Plan envisions development of a new employment center in

North Wilsonville for approximately 1,800 jobs with an estimated annual payroll of \$55 million at build-out. New development is expected to serve general industrial, warehouse, flex, and research and development (R&D) functions.

The City's Urban Renewal Strategic Plan recommends a feasibility study be conducted for creating an urban renewal district in Coffee Creek to fund infrastructure, followed by an advisory vote of the citizenry. The Urban Renewal Task Force convened on June 30th, 2015 and affirmed that the proposed project list for a Coffee Creek urban renewal district is consistent with their expectations and the Urban Renewal Strategic Plan, and supported placing this ballot measure for an advisory vote on the November 2015 ballot. The intended result of the new urban renewal district is job creation, and increase in assessed valuation, and a stronger economic base for the community.

The Coffee Creek feasibility study is still underway at this time and will be presented to City Council on August 17, 2015. Public infrastructure projects needed to redevelop this area, including inflationary and financing costs, are estimated at \$130 million. These cost estimates include a conservative thirty percent construction contingency and that all needed right of way will be purchased. Additionally, these cost estimates did not consider likely value engineering options that will be pursued during project development.

The urban renewal district is not expected to fund the entire cost of these projects, in large part due to this high inflationary component which results from stretching the district out over time to fund projects solely with tax increment financing. The urban renewal contribution, or needed maximum indebtedness for the district, is \$67 million. Projects will also be funded by developer contribution, SDCs, and operational funds. Other funding sources, such as federal, state, and regional funding will also be explored.

The proposed projects for a Coffee Creek urban renewal area are intended to improve the transportation grid for freight mobility and industrial business development. In addition to new street connections, proposed projects are also planned for bike and pedestrian connections, water, sewer and storm utilities, fiber conduit, and other associated utilities.

Primary projects for the proposed urban renewal plan include:

- ♦ Kinsman Road extension, including water, sewer and storm pipelines
- ♦ Day Road and sewer line improvements
- ♦ Ridder and Clutter Roads improvements and sewer pipeline
- ♦ Garden Acres Road improvements
- ♦ East-West connection (Java Road)
- ♦ Grahams Ferry Road improvements, including water, sewer, and storm pipelines
- ♦ Fiber Conduit
- ♦ Grahams Ferry Road Rail Undercrossing

The anticipated urban renewal district boundary measures approximately 264 acres and generally includes the area south of Day Road, east of Grahams Ferry Road, north of the Clackamas County/Washington County boundary, and west of 95th Avenue. This boundary may be

modified slightly if and when an urban renewal plan is created. Any modifications would be taken through a full public process for input and revision during the creation of the new district.

If this measure passes, next steps include finalizing the boundaries of the Coffee Creek Urban Renewal District, establishing the final project list, and determining the maximum indebtedness amount for the urban renewal area. An urban renewal plan and report will be prepared for review and approval by the Planning Commission before adoption by the City Council, and the plan will be presented to affected taxing districts. If the measure fails, the Council may forego the District's formation.

The public infrastructure projects to be funded by the district are projected to result in private investment that will increase the assessed value of the proposed urban renewal district from approximately \$62 million to approximately \$790 million, and increase property tax revenue for Wilsonville and other taxing agencies within the district after the debt is paid off and the district is retired.

EXPECTED RESULTS:

Upon adoption, this resolution and ballot measure will be filed appropriately for inclusion on the November 2015 ballot.

TIMELINE:

The election will be held in November 2015 and if approved by voters, staff will move forward with creating an urban renewal district in the Coffee Creek Industrial Area. This process is anticipated to take six to nine months.

CURRENT YEAR BUDGET IMPACTS: None.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: _____SCole_____ Date: ___7/24/15_____

LEGAL REVIEW / COMMENT:

Reviewed by: _____MEK_____ Date: __7/30/15_____

Resolution approved as to form.

COMMUNITY INVOLVEMENT PROCESS:

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups):

ALTERNATIVES:

CITY MANAGER COMMENT:

ATTACHMENTS:

A. Resolution No. 2549

RESOLUTION NO. 2549

RESOLUTION REFERRING TO THE VOTERS WHETHER A COFFEE CREEK URBAN RENEWAL DISTRICT SHOULD BE FORMED.

WHEREAS, in 2002, METRO added the Coffee Creek Industrial Area into the Urban Growth Boundary with the designation of Regionally Significant Industrial Area (RSIA);

WHEREAS, in 2007, the City of Wilsonville completed a master plan for the Coffee Creek Industrial Area and it envisions developing a new employment center in North Wilsonville for approximately 1,800 jobs with an estimated annual payroll of \$55 million at build out. New development is expected to serve general industrial, warehouse, flex, and research and development (R &D) functions; and

WHEREAS, public infrastructure projects needed to redevelop this area, including inflationary and financing costs, are estimated at \$130 million. The urban renewal contribution, or needed maximum indebtedness, is \$67 million. Other funding sources may include developer contributions, system development charges, operational funds, and grants. Only projects within the specific boundaries of an urban renewal district can be funded through urban renewal tax increment financing; and

WHEREAS, the primary projects for the proposed urban renewal plan include:

- Kinsman Road extension, including water, sewer and storm pipelines
- Day Road and sewer line improvements
- Ridder and Clutter Roads improvements and sewer pipeline
- Garden Acres Road improvements
- Java Road improvements (east-west connector)
- Grahams Ferry Road improvements, including water, sewer, and storm pipelines
- Fiber conduit
- Grahams Ferry Road Rail Undercrossing; and

WHEREAS, the proposed projects are intended to improve the transportation grid for freight mobility and industrial business development in the urban renewal area as well as adding

new street connections, bike and pedestrian connections, water, sewer and storm utilities, fiber conduit, and other associated utilities; and

WHEREAS, the urban renewal contribution to these projects is estimated at \$67 million, which, is projected to result in private investment that will increase the assessed value of the area from approximately \$62 million to approximately \$790 million over the life of the district. Once the Coffee Creek Industrial Area is developed, it will increase Wilsonville's tax base and other taxing districts within the District after the debt is paid off and the District is retired; and

WHEREAS, the anticipated urban renewal district boundary measures approximately 264 acres and generally includes the area south of Day Road, east of Grahams Ferry Road, north of the Clackamas County/Washington County boundary, and west of 95th Avenue. This boundary may be modified slightly if and when an urban renewal plan is created; and

WHEREAS, the intended results of the new district is job creation and a stronger economic base for the community; and

WHEREAS, state law limits the amount of land and assessed value that can be placed within urban renewal districts to 25 percent of the total land acreage and 25 percent of the assessed value of property within the City and the proposed Coffee Creek Urban Renewal District would not cause the state law limits to be exceeded; and

WHEREAS, the City Council finds the voters should be referred a ballot measure as to whether a Coffee Creek Urban Renewal District should be formed and has requested the City Attorney to prepare a ballot title for the measure for the Council to refer to the voters.

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

1. Based on the above recitals, incorporated by reference herein, the City Council refers to the voters of the City of Wilsonville for the November 2015 election a ballot measure as to whether a Coffee Creek Urban Renewal District shall be formed, a copy of the City Attorney prepared ballot title for the measure to be referred is marked Exhibit A, attached hereto and incorporated by reference as if fully set forth herein.
2. This Resolution shall is effective upon adoption and the ballot title shall be filed with the City elections officer forthwith.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 3rd 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

Exhibits:

Exhibit A – Ballot Measure

CITY OF WILSONVILLE BALLOT MEASURE _____

CAPTION (10-word maximum):

Vote on forming a Coffee Creek Urban Renewal District. (9 words)

QUESTION (20-word maximum):

Shall an urban renewal district be formed for Coffee Creek Industrial Area to fund infrastructure improvements using tax increment financing? (20 words)

SUMMARY (175-word maximum):

Forming Coffee Creek Urban Renewal District is intended to use tax increment financing to stimulate private investment in underdeveloped areas designated for industrial redevelopment.

Tax increment financing is a financing tool which uses taxes paid on increased property values within the district to fund construction of streets and other public infrastructure. Tax increment revenues come primarily from the increase in the taxable value on new construction and equipment.

These revenues are used to repay debt that is secured to fund infrastructure to support redevelopment, including:

- ♦ Kinsman, Day, Ridder, Clutter, Garden Acres, Java, and Grahams Ferry Road projects
- ♦ Water, sewer, and storm pipelines and storm detention associated with these road projects
- ♦ Fiber conduit
- ♦ Grahams Ferry Road rail undercrossing and storm outfall

If passed, an urban renewal plan defining district boundaries and specific proposals will be prepared for review and approval by the Planning Commission before adoption by the City Council. If fails, the district may not be formed.

(161 words)

EXPLANATORY STATEMENT (500-word maximum):

In 2002, Metro added the Coffee Creek Industrial Area into the Urban Growth Boundary with the designation of Regionally Significant Industrial Area (RSIA).

A master plan for the Coffee Creek Industrial Area was completed in 2007 that envisions development of a new employment center in North Wilsonville for approximately 1,800 jobs with an estimated annual payroll of \$55 million at build-out. New development is expected to serve general industrial, warehouse, flex, and research and development (R&D) functions.

Public infrastructure projects needed to redevelop this area, including inflationary and financing costs, are estimated at \$130 million. The urban renewal contribution, or needed maximum indebtedness, is \$67 million. Other funding sources may include developer contributions, system development charges, operational funds, and grants.

Only projects located within the specific boundaries of an urban renewal district can be funded through urban renewal tax increment financing. The projects proposed for a Coffee Creek urban renewal area are intended to improve the transportation grid for freight mobility and industrial business development, and provide bike and pedestrian connections and needed utilities. These include:

- ♦ Kinsman, Day, Ridder, Clutter, Garden Acres, Java, and Grahams Ferry Road projects
- ♦ Water, sewer, and storm pipelines and storm detention associated with these road projects
- ♦ Fiber conduit
- ♦ Grahams Ferry Road rail undercrossing and storm outfall

These public infrastructure projects are projected to result in private investment that will increase the assessed value of the proposed urban renewal district from approximately \$62 million to approximately \$790 million over the life of the district and increase property tax revenue for Wilsonville and other taxing agencies within the district after the debt is paid off and the district is retired.

The anticipated urban renewal district boundary measures approximately 264 acres and generally includes the area south of Day Road, east of Grahams Ferry Road, north of the Clackamas County/Washington County boundary, and west of 95th Avenue. This boundary may be modified slightly if and when an urban renewal plan is created. If this measure passes, the City Council intends to finalize the boundaries of the Coffee Creek Urban Renewal District, establish the final project list, and determine the maximum indebtedness amount for the urban renewal area. If the measure fails, the Council intends to forego the District's formation.

Urban renewal allows the increment portion of property taxes assessed and collected to pay for bonds to fund capital investments to support community and economic development efforts. Property taxes collected within the district above a base level are placed into an urban renewal fund instead of being divided among other taxing authorities. Debt is secured to fund urban renewal projects and is repaid from urban renewal tax increment.

The intended result of the new district is job creation and a stronger economic base for the community.

State law limits the amount of land and assessed value that can be placed within urban renewal districts to 25% of the total land acreage and 25% of the assessed value of property within the city.

(497 words)